

**CITY OF HELEN  
COMMISSION MEETING  
MAY 19, 2015  
3:00 P.M.  
AGENDA**

1. CALL TO ORDER BY MAYOR DONA K BURKE
2. ROLL CALL BY CITY CLERK MARILYN CHASTAIN
3. PLEDGE OF ALLEGIANCE TO THE FLAG
4. APPROVAL OF AGENDA
5. APPROVAL OF MINUTES FROM MAY 5, 2015
6. PETITIONS AND COMMUNICATIONS FROM THE PUBLIC
7. ALPINE HELEN/WHITE COUNTY CVB MONTHLY REPORT
8. HELEN CHAMBER OF COMMERCE MONTHLY REPORT
9. ADMINISTRATIVE
  - A. FINANCIAL REPORT
10. POLICE DEPARTMENT MONTHLY REPORT
11. FIRE DEPARTMENT MONTHLY REPORT
12. PUBLIC WORKS, WATER AND WASTE WATER MONTHLY REPORT
13. BUILDING AND ZONING DEPARTMENT MONTHLY REPORT
  - A. CONSIDERATION FOR APPROVAL OF A VARIANCE REQUEST FROM LESIA LONG OF HELEN TUBING AND WATER PARK FOR TWO SIGNS.
  
  - B. CONSIDERATION FOR APPROVAL TO MAKE APPLICATION TO THE GEORGIA COUNCIL FOR THE ARTS FOR A TOURISM PRODUCT DEVELOPMENT GRANT FOR IMPROVEMENTS TO THE CITY OWNED BUILDING AT 25 CHATTAHOOCHEE STRASSE THAT HOUSES THE HELEN ARTS AND HERITAGE CENTER.
14. PURCHASES AND BIDS            NONE
15. ORDINANCES                    NONE
16. RESOLUTIONS                  NONE

17. CITY COMMISSION COMMENTS

18. ADJOURNMENT

**THIS AGENDA WAS POSTED MAY 14, 2015 AT 1:00 PM**

**CITY OF HELEN  
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MAY 19, 2015  
MINUTES OF MEETING**

The Helen City Commission met on Tuesday May 19, 2015 in the Commission Chambers at Helen City Hall with Mayor Dona K Burke calling the meeting to order at 3:00 p.m. City Clerk Marilyn Chastain called the roll and the following were present; Commissioner Helen Wilkins, Mayor Dona K Burke, Commissioner Judy Holloway, Commissioner Jeff Ash. Absent was Commissioner Fred Garmon.

Also attending were City Manager Jerry Elkins, Finance Officer Debbie Gerchman, City Attorney Carl Free, City Clerk Marilyn Chastain, Police Investigator Brian Stephens, Fire Captain Lee Poteat, Public Works Director. Absent were Police Chief Jim Couch, and Building & Zoning Director Larry Krul.

Pledge of Allegiance to the Flag was given.

Approval of Agenda; Motion to Amend the Agenda to include under Administration as item B. Discussion of SOWO event and consideration of the event returning to Helen, change number 17 to Executive Session for Personnel, change existing number 17 to 18, and existing 18 to 19 made by Commissioner Helen Wilkins, 2nd by Commissioner Judy Holloway. Motion approved with a unanimous vote of the Commission present.

Approval of Minutes from May 5, 2015; Motion to approve made by Commissioner Judy Holloway, 2nd by Commissioner Jeff Ash. Motion approved with a unanimous vote of the Commission present.

Petitions and Communications from the Public;

Mayor Dona K Burke stated that due to the number of people present that anyone wanting to address the Commission on the recent SOWO event would be given 2 minutes to speak and to please state their name for the record.

There were many attending the meeting and voiced their opinion either for or against the event.

Alpine Helen/White County Chamber CVB monthly report; Report included as an integral part of the Minutes.

Helen Chamber of Commerce monthly report; Director Renee Chacon was present and updated the Commission on happenings at the Festhall. Report is included as an integral part of the Minutes.

Administrative;

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A. Financial Report; Finance Officer Debbie Gerchman was present to answer questions. Motion to approve made by Commissioner Jeff Ash, 2nd by Commissioner Judy Holloway. Motion approved with a unanimous vote of the Commission present.

B. Discussion of SOWO event and consideration of the event returning to Helen; After discussion, Commissioner Jeff Ash made a motion that City Manager Jerry Elkins notify the event coordinator that the event will not be permitted again due to the safety concerns, 2nd by Commissioner Helen Wilkins. Motion approved with a unanimous vote of the Commission present.

Police Department Monthly Report; Report was presented by Sergeant Brian Stephens and will be included as an integral part of the Minutes. No motions were made.

Fire Department Monthly Report; Report included as an integral part of the Minutes and a verbal report was given by Captain Poteat. No motions were made.

Public Works, Water and Waste Water Monthly report; Report included as an integral part of the Minutes. Director Ross Hewell updated the Commission on progress in the Island area. Mayor Burke commended the Public Works Department on the excellent job of keeping the City clean over the weekend.

Building and Zoning Department Monthly report; Report included as an integral part of the Minutes.

A. Consideration for approval of a variance request from Lesia Long of Helen Tubing and Water Park for two signs. Tiffany Long was present to answer questions from the Commission. City Manager Jerry Elkins explained the variance request to the Commission. Motion to approve a sign variance for a 2'x6' sign over the doorway to the office, and a 2'x3' sign at the river exit providing that all sizes and all sections of the sign ordinance are met, made by Commissioner Judy Holloway, 2nd by Commissioner Jeff Ash. Motion approved with a unanimous vote of the Commission present.

B. Consideration for approval to make application to the Georgia Council for the Arts for a Tourism Product Development Grant for improvements to the City owned building at 25 Chattahoochee Strasse that houses the Helen Arts and Heritage Center. City Manager Jerry Elkins informed the Commission that the Grant must be applied for by the property owner and that he is willing to help with the application if approved by the Commission. Motion to approve City Manager Jerry Elkins the authority to help with the application for the Arts for a Tourism Product Development Grant made by Commissioner Helen Wilkins,

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2nd by Commissioner Judy Holloway. Motion approved with a unanimous vote of the Commission Present.

Purchases and Bids; None

Ordinances; None

Resolutions; None

Executive Session; Motion to go into Executive Session to discuss Personnel at 4:20 p.m. made by Commissioner Helen Wilkins, 2nd by Commissioner Jeff Ash. Motion approved with a unanimous vote of the Commission present.

No motions were made as a result of the Executive Session.

Regular Commission Meeting resumed at 4:35 p.m.

City Commission Comments; City Manager Jerry Elkins stated to the Commission that he appreciates the Commission's decision not to approve the SOWO event again because of putting the Police Department in that type situation again.

Adjournment; Motion to adjourn at 4:38 p.m. made by Commissioner Helen Wilkins, 2nd by Commissioner Judy Holloway. Motion approved with a unanimous vote of the Commission present.

RESPECTFULLY PREPARED BY CITY CLERK MARILYN CHASTAIN