

**CITY OF HELEN  
CALLED COMMISSION MEETING  
MARCH 14, 2023  
10:00 A.M.  
ACTION AGENDA**

1. CALL TO ORDER BY MAYOR JEFF ASH
2. ROLL CALL BY CITY CLERK MARILYN CHASTAIN ; Attending were Commissioner Cinnamon Sullivan, Mayor Jeff Ash, Commissioner Cliff Hood, Commissioner Steve Fowler. Absent was Commissioner Fred Garmon.
3. PLEDGE OF ALLEGIANCE TO THE FLAG
4. APPROVAL OF AGENDA; Motion to approve made by Commissioner Cliff Hood, 2<sup>nd</sup> by Commissioner Cinnamon Sullivan. Motion approved with a unanimous vote of the Commission present.
5. DISCUSSION OF STREET PAVING; Motion to approve paving Escowee and Schloss Streets made by Commissioner Steve Fowler, 2<sup>nd</sup> by Commissioner Cinnamon Sullivan. Motion approved with a unanimous vote of the Commission present.
6. DISCUSSION OF INSTALLATION OF NEW PHONE SYSTEM; Motion to approve closing City Hall at 12:00 p.m. on March 24, 2023 in order to install new phone system made by Commissioner Steve Fowler, 2<sup>nd</sup> by Commissioner Cinnamon Sullivan. Motion approved with a unanimous vote of the commission present.
7. PRESENTATION FROM SMART WAVE; Commissioner Steve Fowler made a motion to proceed with getting a cost of both Phase 1 and Phase 2 and additional cost of engineering the project, 2<sup>nd</sup> by Commissioner Cliff Hood. Motion approved with a unanimous vote of the Commission present.
8. CITY COMMISSION COMMENTS
9. ADJOURNMENT; Motion to adjourn at 11:37 a.m. made by Commissioner Cinnamon Sullivan, 2<sup>nd</sup> by Commissioner Cliff Hood. Motion approved with a unanimous vote of the Commission present.

THIS ACTION AGENDA WAS POSTED MARCH 14, 2023 @ 1:30 P.M.

**THIS AGENDA WAS POSTED MARCH 13, 2023 @ 8:00 A.M.**

**THE MEETING AGENDA IS SUBJECT TO CHANGE AND IS NOT FINAL UNTIL APPROVED BY THE CITY OF HELEN COMMISSION AT THE COMMISSION MEETING STATED HEREIN.**



**City of Helen  
Georgia's Alpine  
Village**

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The City of Helen is an equal  
opportunity provider and employer

**CITY OF HELEN  
CALLED COMMISSION MEETING  
MARCH 14, 2023  
MINUTES OF MEETING**

**Commissioners:**

Jeff Ash  
Steve Fowler  
Fred Garmon  
Cliff Hood  
Cinnamon Ruston

The Helen City Commission met on Tuesday March 14, 2023 in the Commission Chambers at Helen City Hall. Mayor Jeff Ash called the meeting to order at 10:00 a.m. City Clerk Marilyn Chastain called the roll and the following were present; Mayor Jeff Ash, Commissioner Cliff Hood, Commissioner Steve Fowler and Commissioner Cinnamon Sullivan. Absent was Commissioner Fred Garmon.

**City Manager:**

Darrell Westmoreland

**SALUTE TO THE FLAG**

**City Clerk/ :**

**Clerk of Court**

Marilyn M. Chastain

**APPROVAL OF AGENDA;** Motion to approve made by Commissioner Cliff Hood, 2<sup>nd</sup> by Commissioner Cinnamon Sullivan. Motion approved with a unanimous vote of the Commission present.

**Finance Officer:**

Mona Wood

**DISCUSSION OF STREET PAVING;** City Manager Darrell Westmoreland explained which streets were in the most need for paving. Motion to approve paving Escowee and Schloss Streets made by Commissioner Steve Fowler, 2<sup>nd</sup> by Commissioner Cinnamon Sullivan. Motion approved with a unanimous vote of the Commission present.

**Chief of Police:**

Aletha Barrett

City Manager Darrell Westmoreland informed the Commission that he had contacted the owner of the County Inn Hotel about the street they own from Main Street to their hotel and the possibility of them deeding that road to the City to become a City Street in exchange the City would be responsible for paving and maintenance. The owner stated he would talk with the other investors about the possibility.

**Building and Zoning  
Administrator:**

Jonah Casper

**Public Works**

**Director:**

Jack Morgan

**DISCUSSION OF INSTALLATION OF NEW PHONE SYSTEM;** City Manager Darrell Westmoreland informed the Commission of the purchase of the new phone system that will replace the current system. He explained that the IT department needs access Friday to the system in order to install and that phone and internet service will be down during the installation. Motion to approve closing City Hall at 12:00 p.m. on Friday March 24, 2023 in order to install the new phone system made by Commissioner Steve Fowler, 2<sup>nd</sup> by Commissioner Cinnamon Sullivan. Motion approved with a unanimous vote of the commission present.

**Fire Department**

**Chief:**

Jody Prickett

**PRESENTATION FROM SMART WAVE;** There was a presentation and explanation from a Smart Wave representative that presented the pro's of using Smart Wave. Also explained were the additional options that could be purchased to enhance the service. There was discussion of possibly visiting other Cities that have purchased Smart Wave. There was discussion of possible other injection areas that will increase the cost as well. Mayor Jeff Ash asked what would be the next step to get a more precise cost estimate of both phase 1 & Phase 2 and was told that approval of the Engineering phase was necessary.

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Commissioner Steve Fowler made a motion to proceed with getting from Smart Wave a cost of both Phase 1 and Phase 2 and additional cost of engineering the project, 2<sup>nd</sup> by Commissioner Cliff Hood. Motion approved with a unanimous vote of the Commission present.

CITY COMMISSION COMMENTS; None

ADJOURNMENT; Motion to adjourn at 11:37 a.m. made by Commissioner Cinnamon Sullivan, 2<sup>nd</sup> by Commissioner Cliff Hood. Motion approved with a unanimous vote of the Commission present.

RESPECTFULLY PREPARED BY CITY CLERK MARILYN CHASTAIN

A handwritten signature in cursive script, appearing to read "Marilyn Chastain", is written below the typed name.