

**CITY OF HELEN  
COMMISSION MEETING  
FEBRUARY 16, 2016  
3:00 P.M.  
AGENDA**

1. CALL TO ORDER BY MAYOR FRED GARMON
2. ROLL CALL BY CITY CLERK MARILYN CHASTAIN
3. PLEDGE OF ALLEGIANCE TO THE FLAG
4. APPROVAL OF AGENDA
5. APPROVAL OF MINUTES FROM FEBRUARY 2, 2016
6. PETITIONS AND COMMUNICATIONS FROM THE PUBLIC
  - A. HELEN FINCHER HARDMAN REPRESENTING THE ENOTHA CASA VOLUNTEER GROUP FUNDRAISER
7. ALPINE HELEN/WHITE COUNTY CVB MONTHLY REPORT
8. HELEN CHAMBER OF COMMERCE MONTHLY REPORT
9. ADMINISTRATIVE
  - A. FINANCIAL REPORT
  - B. DISCUSSION AND CONSIDERATION FOR APPROVAL OF PROCLAMATION HAVING ARBOR DAY ON FEBRUARY 19, 2016
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. TIM FISK OF RIB COUNTRY RESTAURANT, DISCUSSION AND CONSIDERATION FOR RECONSTRUCTING THE ENTRY WAY AND STEPS FROM SIDEWALK TO THE EXISTING DECK
  - B. DISCUSSION AND CONSIDERATION OF AN ORDINANCE VARIANCE REQUEST FOR THE RED ROOF INN PLUS AT 8171 S. MAIN STREET FOR ADDITIONAL SIGNAGE
14. PURCHASES AND BIDS; NONE
15. ORDINANCES; NONE

16. RESOLUTIONS; 16-02-02 A RESOLUTION OF THE CITY OF HELEN, GEORGIA ADOPTING THE 2015 UPDATE TO THE WHITE COUNTY JOINT COMPREHENSIVE PLAN

17. CITY COMMISSION COMMENTS

18. ADJOURNMENT

**THIS AGENDA WAS POSTED FEBRUARY 12, 2016 @ 9:30 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.**

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MINUTES OF MEETING**

The Helen City Commission met on Tuesday February 15, 2016 in the Commission Chambers at Helen City Hall with Mayor Fred Garmon calling the meeting to order at 3:00 p.m.

City Clerk Marilyn Chastain called the roll and the following were present; Commissioner Cinnamon Spurlock, Commissioner Helen Wilkins, Mayor Fred Garmon, Commissioner Judy Holloway, Commissioner Jeff Ash.

Also attending were City Manager Jerry Elkins, City Attorney Carl Free, City Clerk Marilyn Chastain, Finance Officer Debbie Gerchman, Police Chief Brian Stephens, Fire Chief Jody Prickett, Public Works Director Ross Hewell. Building & Zoning Director Larry Krul was absent.

Pledge of Allegiance to the Flag was given.

Approval of Agenda; Motion to approve made by Commissioner Judy Holloway, 2nd by Commissioner Helen Wilkins. Motion approved with a unanimous vote of the Commission.

Approval of Minutes from February 2, 2016; Motion to approve made by Commissioner Jeff Ash, 2nd by Commissioner Judy Holloway. Motion approved with a unanimous vote of the Commission.

**Petitions and Communications from the Public**

A. Helen Fincher Hardman representing the Enotha CASA Volunteer group fundraiser; Helen Fincher Hardman was present and informed the Commission that the Enotha CASA is a non-profit organization that cares for abused and neglected children, she has volunteered to dance in the event (Dancing with the Stars) at the Holly Theater in Dahlonega along with Harold Link, on April 22, 2016, both being and working from Helen in the past she thought it appropriate to ask the City to donate \$375.00 for a full page AD in the Program for the dance, or the other option to purchase T-shirts at \$20.00 each. Commissioner Jeff Ash made a motion to approve donating \$375.00 for the Ad, 2nd by Commissioner Cinnamon Spurlock. Motion approved with a unanimous vote of the Commission.

Mayor Fred Garmon asked if there were anyone else wishing to speak and if so to state their name and address. Nancy Johnson came forward stated her name and then her address as Helen. Ms. Johnson stated she was there to follow on her request of the Commission changing the meeting times. Mayor Fred Garmon stated they had taken the request into consideration and asked if there were a motion. Commissioner Judy Holloway made a motion to keep the current meeting times with no changes, 2nd by

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Commissioner Helen Wilkins. Motion approved with a unanimous vote of the Commission.

Commissioner Spurlock stated that she has put together some information for an email application that would automate emails, but that they have not been finalized and has to submit for approval, she stated she has not had an opportunity yet to talk with the other Commissioners or to the City Manager but she would, that Minutes are currently posted on the website, and that they are making great progress.

Alpine Helen/White County CVB Monthly Report; Report included as an integral part of the Minutes. Director Jerry Brown was present and gave a verbal report as well. He then discussed the figures he had received from the state on taxes collected from direct tourism. Commissioner Jeff Ash stated he did not agree at all with the figures given, and suggested getting with Tom O'bryan from the Economic Development office of White County and get their numbers.

Director Jerry Brown went on to say that there were 231 more visitors to the Welcome Center this January compared to 2015.

Commissioner Jeff Ash also stated that the final payment on the Welcome Center is being made this year and would like to celebrate that.

Helen Chamber of Commerce Monthly Report; Report included as an integral part of the Minutes. Director Renee Chacon was present and informed the Commission of the upcoming events at the Fest Hall.

**Administrative**

A. Financial Report; City Manager Jerry Elkins stated the figures look very well, that Hotel/Motel revenue is up \$40,000.00, Police Department revenue is up \$20,000.00, that the treatment of water cost is up due to the Ion exchange, but overall everything is looking good.

B. Discussion and Consideration for approval of Proclamation having Arbor Day on February 19, 2016; Motion to approve made by Commissioner Jeff Ash, 2nd by Commissioner Helen Wilkins. Motion approved with a unanimous vote of the Commission.

Police Department Monthly Report; Report included as an integral part of the Minutes. Police Chief Brian Stephens was present and wearing the new uniform for the Commission to see and stated they would be switching over to the new uniforms by the end of the month. He also stated they had 2327 calls and went over the type of calls,

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that there were 665 patrol hours, and that the new patrol car is having the light bar installed and will then go for lettering.

Fire Department Monthly Report; Report included as an integral part of the Minutes. Fire Chief Jody Prickett was present and also gave a verbal report on the number of calls, and stated he is working on trying to get volunteers for the department.

Public Works, Water and Waste Water Monthly Report; Report included as an integral part of the Minutes. Public Works Director Ross Hewell stated the rest of the Christmas Lights were coming down. City Manager Jerry Elkins informed the Commission that the liner that had been installed on the White Street well appears to be working with no leaks found yet, that the Willow Pond sewer line is complete, that we will be getting bids soon on the Hamby Street water line project, and that the new well on Chattahoochee Street is completed and producing water.

Building and Zoning Department Monthly Report

A. Tim Fisk of Rib Country Restaurant, discussion and consideration for reconstructing the entry way and steps from sidewalk to the existing deck; Mayor Fred Garmon informed the Commission the approval for the reconstruction had already been approved at a previous meeting, and what is being asked for consideration is the design of the new railing to match what he already has existing on his building. City Manager Jerry Elkins stated that they had also provided an insurance policy naming the City as a holder for the section of stairway that crosses the City property. Motion to approve the change to the railing from the former approved design to the design submitted that will match the property owners existing railing made by Commissioner Judy Holloway, 2nd by Commissioner Helen Wilkins. Motion approved with a unanimous vote of the Commission.

B. Discussion and consideration of an Ordinance Variance request for the Red Roof Inn Plus at 8171 S. Main street for additional signage; Motion to uphold the PDRB recommendation and deny a variance for a 3rd sign made by Commissioner Jeff Ash, 2nd by Commissioner Helen Wilkins. Motion approved with a unanimous vote of the Commission.

Purchases and Bids; None

Ordinances; None

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Resolutions; 16-02-02 A RESOLUTION OF THE CITY OF HELEN, GEORGIA ADOPTING THE 2015 UPDATE TO THE WHITE COUNTY JOINT COMPREHENSIVE PLAN; Resolution read by City Manager Jerry Elkins. Motion to approve made by Commissioner Helen Wilkins, 2nd by Commissioner Cinnamon Spurlock. Motion approved with a unanimous vote of the Commission.

City Commission Comments; None

Adjournment; Motion to adjourn at 3:55 p.m. made by Commissioner Jeff Ash, 2nd by Commissioner Judy Holloway. Motion approved with a unanimous vote of the Commission.

**RESPECTFULLY PREPARED BY CITY CLERK MARILYN CHASTAIN**