

**CITY OF HELEN  
COMMISSION MEETING  
MARCH 16, 2021  
10:00 A.M.  
AGENDA**

1. CALL TO ORDER BY MAYOR LEE LANDRESS
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 16, 2021  
APPROVAL OF MINUTES FROM CALLED MEETING MARCH 3, 2021
6. ADMINISTRATIVE OPERATIONS
  - A. UPDATE FROM CITY MANAGER ON CURRENT PROJECTS
  - B. FINANCIAL REPORT
  - C. CONSIDERATION FOR APPROVAL OF ALCOHOL LICENSE APPLICATION OF CLAUDIA TIFFANY WESSEL D/B/A SCHATZIE'S CAFÉ LLC, LOCATED AT 8988 NORTH MAIN STREET FOR BEER ON PREMISES, AND SUNDAY SALES
  - D. DISCUSSION OF PARKING LOT METERS; ITEM WAS TABLED AT LAST MEETING
  - E. DISCUSSION OF PERMITTING TASTINGS AT PACKAGE STORES SELLING DISTILLED SPIRITS; ITEM WAS TABLED AT LAST MEETING
7. PETITIONS AND COMMUNICATIONS FROM THE PUBLIC
8. HELEN/WHITE COUNTY CVB MONTHLY REPORT
9. POLICE DEPARTMENT MONTHLY REPORT
10. FIRE DEPARTMENT MONTHLY REPORT
11. PUBLIC WORKS, WATER AND WASTE WATER MONTHLY REPORT
12. BUILDING AND ZONING MONTHLY REPORT
13. PURCHASES AND BIDS

14. ORDINANCES

15. RESOLUTIONS

16. EXECUTIVE SESSION TO DISCUSS POTENTIAL LITIGATION AND REAL ESTATE ACQUISITION

17. CITY COMMISSION COMMENTS

18. ADJOURNMENT

**THIS AGENDA WAS POSTED MARCH 12, 2021 @ 11:45 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  
COMMISSION MEETING  
MARCH 16, 2021  
MINUTES OF MEETING**

The Helen City Commission met on Tuesday March 16, 2021 in the Commission Chambers at Helen City Hall with Mayor Lee Landress calling the meeting to order at 10:00 a.m. City Clerk Marilyn Chastain called the roll and attending were Commissioner Jeff Ash, Mayor Lee Landress, Commissioner Steve Fowler, and Commissioner Fred Garmon and Commissioner Geneva Elwell.

Also attending were Finance Officer Mona Wood, City Manager Jerry Elkins, City Attorney Carl Free, City Clerk Marilyn Chastain, Police Chief Brian Stephens, Fire Chief Jody Prickett, Public Works Assistant Director Jack Morgan, Building & Zoning Director Darrell Westmoreland.

**PLEDGE OF ALLEGIANCE TO THE FLAG**

**APPROVAL OF AGENDA;** Motion to amend the Agenda to include as item F under Administrative Operations Discussion of problems at the Hayloft Restaurant. Motion to approve the amended Agenda made by Commissioner Fred Garmon, 2<sup>nd</sup> by Commissioner Jeff Ash. Motion approved with a unanimous vote of the Commission.

**APPROVAL OF MINUTES FROM FEBRUARY 16, 2021;** Motion to approve made by Commissioner Fred Garmon, 2<sup>nd</sup> by Commissioner Steve Fowler. Motion approved with a unanimous vote of the Commission

**APPROVAL OF MINUTES FROM CALLED MEETING MARCH 3, 2021;** Motion to approve made by Commissioner Jeff Ash, 2<sup>nd</sup> by Commissioner Steve Fowler. Motion approved with a unanimous vote of the Commission.

**UPDATE FROM CITY MANAGER ON CURRENT PROJECTS;** Fletcher Holliday to give report when he arrives.

**FINANCIAL REPORT;** Report included as an integral part of the Minutes. Finance Officer Mona Wood gave a verbal report. Motion to approve made by Commissioner Jeff Ash, 2<sup>nd</sup> by Commissioner Steve Fowler. Motion approved with a unanimous vote of the Commission.

Fletcher Holliday of EMI arrived and reported on several water and wastewater projects. Reports included as an integral part of the Minutes. He also discussed future water and wastewater funding options with pros and cons of each with copies of these options included as an integral part of the Minutes. He explained that even with the interest rate lower than Municipal Bonds it is more restrictive and the cost to engineer the projects with restrictions could cost more than going with the Municipal Bonds and that the money from the Bonds would be obtained sooner with less restrictions.

**COMMISSION MEETING  
MARCH 16, 2021  
MINUTES OF MEETING  
PAGE 2**

Motion to move forward with the Bond Market loan made by Commissioner Steve Fowler, 2<sup>nd</sup> by Commissioner Jeff Ash. Motion approved with a unanimous vote of the Commission.

CONSIDERATION FOR APPROVAL OF ALCOHOL LICENSE APPLICATION OF CLAUDIA TIFFANY WESSEL D/B/A SCHATZIE'S CAFÉ LLC, LOCATED AT 8988 NORTH MAIN STREET FOR BEER ON PREMISES, AND SUNDAY SALES. Motion to approve made by Commissioner Steve Fowler, 2<sup>nd</sup> by Commissioner Fred Garmon. Motion approved with a unanimous vote of the Commission.

DISCUSSION OF PARKING LOT METERS; ITEM WAS TABLED AT LAST MEETING; Report of questions with answers included as an integral part of the minutes. Verified also was the cost at \$28,631.20. Motion to approve the purchase with training at a cost of \$28,631.20 and to allow coverings to be built by the City employees at the City Manager's discretion made by Commissioner Jeff Ash, 2<sup>nd</sup> by Commissioner Geneva Elwell. Motion approved with a unanimous vote of the Commission.

DISCUSSION OF PERMITTING TASTINGS AT PACKAGE STORES SELLING DISTILLED SPIRITS; ITEM WAS TABLED AT LAST MEETING; City Attorney Carl Free stated that to allow tastings the current Ordinance would need to be amended. Motion to amend the current Ordinance to allow made by Commissioner Steve Fowler, 2<sup>nd</sup> by Commissioner Fred Garmon. Motion approved with a unanimous vote of the Commission.

DISCUSSION OF PROBLEMS AT THE HAYLOFT RESTAURANT; Commissioner Steve Fowler stated that there have been several incidents at this location. Attorney Carl Free stated that the way the current Ordinance is written that the City Manager or Police Chief could order the establishment to close if circumstances were severe enough to rule as a danger to persons or the community with the license holder able to request a hearing within 5 days. He also cautioned that because of the Ordinance that the City Manager or Police Chief are the ones authorized to make the call. Police Chief Brian Stephens added that some of the issues is the amount of alcohol the patrons are being allowed to consume with lack of control of the crowd against the police officers and that the County had been called last weekend and put on alert for possible mutual aid.

PETITIONS AND COMMUNICATIONS FROM THE PUBLIC; None

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 stated that there are tapping of the Keg planned 3 times per day during October with live German music planned at the bandshell.

**COMMISSION MEETING  
MARCH 16, 2021  
MINUTES OF MEETING  
PAGE 3**

POLICE DEPARTMENT MONTHLY REPORT; Report included as an integral part of the Minutes. Police Chief Brian Stephens was present and gave a verbal report

FIRE DEPARTMENT MONTHLY REPORT; Report includes as an integral part of the Minutes. Fire Chief Jody Prickett gave a verbal report.

PUBLIC WORKS, WATER AND WASTE WATER MONTHLY REPORT; Report included as integral part of the Minutes. Assistant Director Jack Morgan was present and asked the Commission if they wanted to leave the lights on the wooden fence by the bridge or to take them down. Motion to approve leaving up the Christmas lights on the wooden fence by the bridge made by Commissioner Steve Fowler, 2<sup>nd</sup> by Commissioner Fred Garmon. Motion approved with a unanimous vote of the Commission.

BUILDING AND ZONING MONTHLY REPORT; Requested was a sign variance for Chad Jackson at 8016 South Main Street to enlarge his new sign to match the existing sign to 30 sq. ft. Motion to approve made by Commissioner Fred Garmon, 2<sup>nd</sup> by Commissioner Steve Fowler. Motion approved with a unanimous vote of the Commission.

Also was a request to appoint Mervin Barbree to the Planning Design & Review board for a 2 year term to fill the expiring term of Charlie Knowles. Motion to approve made by Commissioner Steve Fowler, 2<sup>nd</sup> by Commissioner Jeff Ash. Motion approved with a unanimous vote of the Commission.

PURCHASES AND BIDS; None

ORDINANCES; None

RESOLUTIONS; None

EXECUTIVE SESSION TO DISCUSS POTENTIAL LITIGATION AND REAL ESTATE ACQUISITION; Motion to go into executive session at 11:03 a.m. made by Commissioner Fred Garmon, 2<sup>nd</sup> by Commissioner Steve Fowler. Motion approved with a unanimous vote of the Commission.

Regular commission meeting resumed at 11:16 a.m.

Motion as a result of the Executive Session to have a cut off date of April 20<sup>th</sup> for the short-term rental properties to pay 2020 and any 2021 still unpaid hotel/motel without

**COMMISSION MEETING  
MARCH 16, 2021  
MINUTES OF MEETING  
PAGE 4**

penalty made by Commissioner Fred Garmon, 2<sup>nd</sup> by Commissioner Jeff Ash. Motion approved with a unanimous vote of the Commission.

CITY COMMISSION COMMENTS; None

ADJOURNMENT; Motion to adjourn at 11:31 a.m. made by Commissioner Fred Garmon, 2<sup>nd</sup> by Commissioner Jeff Ash. Motion approved with a unanimous vote of the Commission.

**RESPECTFULLY PREPARED BY CITY CLERK MARILYN CHASTAIN**

