

**CITY OF HELEN
COMMISSION MEETING
JUNE 4, 2013
10:00 A.M.
AGENDA**

1. CALL TO ORDER BY MAYOR LYNN WHITENER
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 21, 2013
6. PETITIONS AND COMMUNICATIONS FROM THE PUBLIC
 - A. CHRIS COOLEY, SOWO AND BMW EVENTS.
7. ADMINISTRATIVE OPERATIONS
 - A. CONSIDERATION OF APPROVAL TO PROVIDE CUSTOMERS WITH ONLINE PAYMENT OPTION FOR BILLING ON WATER/SEWER/GARBAGE WITH CREATIVE LOGIC TECHNOLOGY.
 - B. DISCUSSION OF RULES AND REGULATIONS FOR USE OF THE MARKET PLAZZ
 - C. REVIEW OF SPECIAL EVENTS ORDINANCE
8. POLICE DEPARTMENT OPERATIONS
9. PUBLIC WORKS, WATER AND WASTE WATER OPERATIONS
10. BUILDING AND ZONING OPERATIONS
11. ORDINANCES
 - A. FIRST READING AND CONSIDERATION OF APPROVAL OF ORDINANCE 13-06-01, AN ORDINANCE OF THE CITY OF HELEN GEORGIA MAKING BUDGETARY APPROPRIATIONS FOR FISCAL YEAR 2013/2014.
 - B. PUBLIC HEARING FOR ORDINANCE 13-06-01, AN ORDINANCE OF THE CITY OF HELEN, GEORGIA MAKING BUDGETARY APPROPRIATIONS FOR FISCAL YEAR 2013/2014
12. RESOLUTIONS
13. PURCHASES AND BIDS
14. EXECUTIVE SESSION FOR PERSONNEL

15. CITY COMMISSION COMMENTS

16. ADJOURNMENT

THIS AGENDA WAS POSTED MAY 31, 2013 @ 10:30 A.M.

**CITY OF HELEN
COMMISSION MEETING
JUNE 4, 2013
10:00 A.M.
MINUTES OF MEETING**

The Helen City Commission met on Tuesday June 4, 2013 at 10:00 a.m. in the Commission chambers at Helen City Hall.

Mayor Lynn Whitener called the meeting to order at 10:00 a.m. City Clerk Marilyn Chastain called the roll and the following were present: Commissioner Judy Holloway, Commissioner Helen Wilkins, Mayor Lynn Whitener, Commissioner Dona K Burke, and Commissioner Jeff Ash. Also present were City Manager Jerry Elkins, City Attorney Carl Free, Finance Officer Debbie Gerchman, Police Chief Jim Couch, Public Works Director Ross Hewell, Building and Zoning Director Randy Deshon, Fireman Lee Poteat, and City Clerk Marilyn Chastain.

Motion to amend the Agenda to add as item 12-A Resolution 13-06-01, and to approve the amended Agenda made by Commissioner Dona K Burke, 2nd by Commissioner Helen Wilkins.

Motion approved with a unanimous vote of the Commission.

Motion to approve the Minutes of the May 21, 2013 Commission meeting made by Commissioner Judy Holloway, 2nd by Commissioner Dona K Burke.

Motion approved with a unanimous vote of the Commission.

Petitions and Communications from the Public

- A. Chris Cooley was present for the meeting and spoke on behalf of the SOWO event, explaining that the event had grown extremely large, that the motels in town were all full, as well as motels in surrounding areas. There was discussion on the lack of security for the event and the problems that had taken place. There were several business owners present as well as supporters of SOWO. Chris Cooley asked the Commission to give him an answer as soon as possible on being allowed to have next year's event because of advertising 11 months in advance. City Manager Jerry Elkins reminded everyone of the Special Events

**CITY OF HELEN
COMMISSION MEETING
JUNE 4, 2013
MINUTES OF MEETING
PAGE 2**

Ordinance, and stated that Mr. Cooley had not turned in the proper paper work for the event. Commissioner Judy Holloway asked Mr. Cooley if he would consider helping with payment for extra police officers for his event, he stated "No" because he considered the extra tax revenue should cover the expense. There had also not been a vendors list turned in from this past event. Many suggestions were made by the Commission and Sponsors as how to improve the next SOWO event. Commissioner Judy Holloway asked Mr. Cooley how many people are expected to attend the planned BMW event in September. Mr Cooley replied less than 200 cars and less than 1000 people and stated that he would get the required paper work turned in. City Manager Jerry Elkins stated the paper work would need to be turned in no later than Friday to be placed on the PDRB agenda for the next meeting. Mayor Lynn Whitener asked of there were any comments from the Audience. Helen Chamber of Commerce Director Renee Chacon suggested sponsors of the event provide money to cover the extra expenses caused by the event. Jeff Zerby of Bigg Daddys stated that he had hired extra help at his restaurant for the event and that was part of doing business. Commissioner Dona K Burke as well as Commissioner Helen Wilkins and Commissioner Jeff Ash made statements that they want the SOWO event to continue but there are some items that need to be addressed.

Administrative Operations

- A. Consideration of approval to provide customers with online payment option for billing on water/sewer/garbage. City Clerk Marilyn Chastain explained that many customers had requested the service and that Creative Logic the City's current water/sewer/garbage billing software company had sent a proposal. The cost for the City will be a one-time set-up fee of \$500.00, and a fee of \$2.99 to the customer if the option was used. Motion to approve online bill paying with Creative Logic as the provider and a setup fee of \$500.00 made by Commissioner Helen Wilkins, 2nd by Commissioner Dona K Burke.
Motion approved with a unanimous vote of the Commission.
Copy of agreement included as an integral part of the Minutes.
- B. Discussion of rules and regulations for use of the Market Platz area. There was discussion of how the Market Platz area is currently being used by people and their attractions. City Manager Jerry Elkins stated that the current Ordinance would need to be changed to adopt additional rules. City Commissioner Judy Holloway stated there needs to be a better defined area that people can use.

**CITY OF HELEN
COMMISSION MEETING
JUNE 4, 2013
MINUTES OF MEETING
PAGE 3**

Tim Brown owner of Tim's Wooden Toys stated that he is constantly giving people bandages for bites from the Parrots that are being used as an attraction, and about what a mess they make with seeds and bird droppings. City Attorney Carl Free stated in order to regulate the type of use for the area, that it needs to be made part of the Ordinance stating the rules and defined area. Commissioner Jeff Ash stated he would like to have the first reading of the amended Ordinance at the next meeting. Police Chief Jim Couch stated he would also like to see no panhandling added to the Ordinance.

C. Review of Special Events Ordinance.

Commissioner Jeff Ash stated that the Ordinance should require payment for extra police officers when the event would require having more officers on duty. After much discussion on making changes to the current Ordinance, City Attorney Carl Free is to draft items discussed and present to the Commission for consideration.

Police Department Operations. Police Chief Jim Couch reported that he had been getting bids on the old police cars that are listed for sale on GOVdeals. He also informed the Commission that the 2nd new 4-wheeler that was donated, had been delivered already equipped with lights and sirens and that the donor was also giving money for the rest of the necessary equipment. Chief Couch reported that the new part time officer Jerry Queen will process the arrest made for the police department which will allow the on duty officers to go back on patrol.

Public Works, Water and Waste Water Operations. Public Works Director Ross Hewell stated there were no problems after the U.S. Rider News Special Event.

Building and Zoning Operations. Building and Zoning Director Randy Deshon stated that the Planning Design and Review board recommends making changes to Chapter 34 of the City code addressing shadow boxes in regards to sizes and locations allowed to place them. Commissioner Jeff Ash made a motion to approve the changes to Chapter 34 regarding shadow boxes and that existing shadow boxes are to comply with the new Ordinance, 2nd by Commissioner Dona K Burke.
Motion approved with a unanimous vote of the Commission.

**CITY OF HELEN
COMMISSION MEETING
JUNE 4, 2013
MINUTES OF MEETING
PAGE4**

ORDINANCES

- A. First reading of Ordinance 13-06-01 making budgetary appropriations for fiscal year 2013/2014. City Manager Jerry Elkins read the Ordinance. Commissioner Helen Wilkins made a motion to approve the first reading of Ordinance 13-06-01, 2nd by Commissioner Jeff Ash.
Motion approved with a unanimous vote of the Commission.
- B. Public Hearing for Ordinance 13-06-01. Commissioner Helen Wilkins made the motion to go into the Public Hearing at 10:50 a.m., 2nd by Commissioner Dona K Burke.
Motion approved with a unanimous vote of the Commission.
There was no one from the Public with comments.
Motion to go out of the Public Hearing at 10:55 a.m. made by Commissioner Jeff Ash, 2nd by Commissioner Helen Wilkins.
Motion approved with a unanimous vote of the Commission.

RESOLUTIONS. None

Purchases and Bids. None

Executive Session for Personnel. Motion to go into Executive Session at 11:00 a.m. made by Commissioner Dona K Burke, 2nd by Commissioner Helen Wilkins. All Commissioners were still present for the Executive Session.
Motion approved with a unanimous vote of the Commission.

Motion to resume the regular Commission meeting at 11:25 a.m. made by Commissioner Helen Wilkins, 2nd by Commissioner Dona K Burke.
Motion approved with a unanimous vote of the Commission

Commissioner Judy Holloway made a motion to allow Police Chief Jim Couch to drive home a City patrol car which would be used only for City purposes, with a log of milage kept, and to give City Manager Jerry Elkins the authority to evaluate the usage, 2nd by Commissioner Jeff Ash.
Motion approved with a unanimous vote of the Commission.

**CITY OF HELEN
COMMISSION MEETING
JUNE 4, 2013
MINUTES OF MEETING
PAGE 5**

CITY COMMISSION COMMENTS. Commissioner Jeff Ash commented the City has a great staff and suggest that reviews be conducted more often.

ADJOURNMENT. Motion to adjourn at 12:35 p.m. made by Commissioner Jeff Ash, 2nd by Commissioner Judy Holloway.
Motion approved with a unanimous vote of the Commission.

Respectfully Submitted,

Marilyn Chastain / City Clerk