

**CITY OF HELEN  
COMMISSION MEETING  
MARCH 1, 2016  
10:00 A.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 16, 2016
6. PETITIONS AND COMMUNICATIONS FROM THE PUBLIC
7. PAUL TANNER WITH THE GEORGIA DEPARTMENT OF TRANSPORTATION DATA DIVISION
8. ADMINISTRATIVE OPERATIONS
  - A. DAVID MURPHY PUBLIC SAFETY DIRECTOR TO DISCUSS STATEWIDE MUTUAL AID AGREEMENT
  - B. DISCUSSION FOR APPROVAL FOR A 60 DAY TRIAL OF "CONSTANT CONTACT" WEBSITE
9. POLICE DEPARTMENT OPERATIONS
10. FIRE DEPARTMENT OPERATIONS
11. PUBLIC WORKS, WATER AND WASTE WATER OPERATIONS
12. BUILDING AND ZONING OPERATIONS
13. PURCHASES AND BIDS
14. ORDINANCES
  - A. FIRST READING OF ORDINANCE 16-03-01; AN ORDINANCE OF THE CITY OF HELEN, GEORGIA, TO ANNEX PROPERTY INTO THE CITY OF HELEN, PURSUANT TO CHAPTER 36 OF TITLE 36 OF THE OFFICAL CODE OF GEORGIA ANNOTATED; TO PROVIDE FOR AN EFFECTIVE DATE; AND FOR OTHER REQUIREMENTS REGARDING THE ANNEXATION

15. RESOLUTIONS

16. CITY COMMISSION COMMENTS

17. ADJOURNMENT

**THIS AGENDA WAS POSTED FEBRUARY 26, 2016 @ 10:30 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.**

**CITY OF HELEN  
COMMISSION MEETING  
MARCH 1, 2016  
MINUTES OF MEETING**

The Helen City Commission met on Tuesday March 1, 2106 in the Commission Chambers at Helen City Hall with Mayor Fred Garmon calling the meeting to order at 10:00 a.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, Police Chief Brian Stephens , Fire Chief Jody Prickett, Public Works Director Ross Hewell, Building & Zoning Director Larry Krul.

Pledge of Allegiance to the Flag was given.

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

Approval of Minutes from February 16, 2016; Motion to approve made by Commissioner Judy Holloway, 2nd by Commissioner Jeff Ash. Motion approved with a unanimous vote of the Commission.

Petitions and Communications from the Public; Jim Gomes from Cumming Georgia to re-submit a new proposal to the Commission to have an Ice Skating Rink on City property. Mayor Fred Garmon asked Mr. Gomes to wait to talk to with the Commission after the regular meeting for questions they may have on his proposal.

Paul Tanner with the Georgia Department of Transportation Data Division; Mr. Tanner explained to the Commission the new Legislation Transportation Funding Act of 2015, he explained that the new funding would go toward road improvements and safety, things also like the Savannah River dredging. He told that his department produces maps, does traffic data studies, and all with a staff of 40% less than 30 years ago. Several of the Commissioners had questions and concerns regarding how the amount of funding is divided, and how much money the City generates to the Funding Act from the \$5.00 per night bed tax.

**Administrative Operations**

A. David Murphy Public Safety Director to discuss Statewide Mutual Aid Agreement; Mr. Murphy was not present for the meeting. City Manager Jerry Elkins explained to the Commission what the Agreement was about.

**CITY OF HELEN  
COMMISSION MEETING  
MARCH 1, 2016  
MINUTES OF MEETING  
PAGE 2**

Motion to approve made by Commissioner Jeff Ash, 2nd by Commissioner Judy Holloway. Motion approved with a unanimous vote of the Commission.

B. Discussion for approval for a 60 day trial of "Constant Contact" website. Motion to approve a 60 day trial of Constant Contact made by Commissioner Helen Wilkins, 2nd by Commissioner Cinnamon Spurlock. Motion approved with a unanimous vote of the Commission.

Police Department Operations; Police Chief Brian Stephens stated there were no problems in the Police Department, that they had gotten all the new uniforms in, but are still waiting on a part for the new Patrol car before it is put into use.

Fire Department Operations; Fire Chief Jody Prickett that all is good in the Fire Department, that he is going to start on the Hydrant checking for pressure testing and painting where needed.

Public Works, Water and Waste Water Operations; Public works director Ross Hewell stated all is good in the Public Works Department and they are getting ready for spring. Commissioner Spurlock asked who maintains the ditches in the S curves on the North side of the City, Director Hewell explained that normally he has a community Service worker clean them. Mayor Fred Garmon asked about getting the additional seats and swings installed in the Park. Director Hewell explained he was still waiting on approval from EPD about pouring concrete by the river, and explained that Building & Zoning Director Larry Krul had been in contact with EPD about this, but had not been given the go ahead. Mayor Fred Garmon suggested that maybe they could use wood post instead.

Building and Zoning Operations; Building and Zoning Director Larry Krul asked the Commission to consider since no final ordinance had been agreed on concerning the 60 day Sale Banner moratorium to extend the moratorium for an additional 30 to 60 days. City Attorney Carl Free also stated there were other items that may be addressed in the Ordinance at the same time and recommended a 60 day extension. Motion to approve an additional 60 day moratorium on Sale Banners made by Commissioner Jeff Ash, 2nd by Commissioner Helen Wilkins. Motion approved with a unanimous vote of the Commission.

Purchases and Bids; None

**CITY OF HELEN  
COMMISSION MEETING  
MARCH 1, 2016  
MINUTES OF MEETING  
PAGE 3**

Ordinances

A. First Reading of Ordinance 16-03-01; AN ORDINANCE OF THE CITY OF HELEN, GEORGIA, TO ANNEX PROPERTY INTO THE CITY OF HELEN, PURSUANT TO CHAPTER 36 OF TITLE 36 OF THE OFFICIAL CODE OF GEORGIA ANNOTATED; TO PROVIDE FOR AN EFFECTIVE DATE; AND FOR OTHER REQUIREMENTS REGARDING THE ANNEXATION; Motion to approve the first reading of Ordinance 16-03-01 made by Commissioner Helen Wilkins, 2nd by Commissioner Judy Holloway. Motion approved with a unanimous vote of the Commission.

Resolutions; None

City Commission Comments; None

Adjournment; Motion to adjourn at 11:22 a.m. made by Commissioner Judy Holloway, 2nd by Commissioner Cinnamon Spurlock. Motion approved with a unanimous vote of the Commission.

**RESPECTFULLY PREPARED BY CITY CLERK MARILYN CHASTAIN**