

CITY OF MANCHESTER
BOARD OF MAYOR AND ALDERMEN
Meeting Minutes
June 6, 2023, @ 6:30 pm
City Hall Board Room

The Board of Mayor and Aldermen met in regular session at 6:30 p.m. in the Board Room at Manchester City Hall. The meeting was presided over by Mayor Howard. Present for the meeting were Mayor Howard, Alderman French, Alderman Anderson, Alderman Bellamy, Alderman Hobbs, Vice Mayor Messick, Alderman Parsley, Attorney Johnson, Finance Director Myers, Executive Administrative Assistant Keele, Police Chief Sipe, Fire Chief Chambers, Community Development & Zoning Director Brittany Fiske, Public Works Director George Gannon, Parks/Rec Director Fox, Asst. Parks/Rec. Director Johnson, I.S. Director Smotherman, Engineer Scot St. John, and other citizens. MWSD Director Miller was absent. The meeting opened with a prayer by Pastor Jeff Bailey, and the pledge to the flag was spoken in unison. Mayor Howard called the meeting to order.

ROLL CALL:

Director Myers called the roll.

APPROVAL OF MINUTES:

May 2, 2023 BOMA Meeting Minutes; May 10, 2023 BOMA Special Called Meeting Minutes; May 18, 2023 BOMA Special Called Meeting Minutes. Alderman French made a motion to approve all minutes and seconded by Alderman Anderson. The motion passed 6-0.

CORRESPONDENCE: none

COMMENTS FROM CITIZENS: none

COMMENTS FROM MAYOR: Mayor Howard welcomed all attendees.

Safety Committee- Alderman Hobbs stated no meeting in June, and the next meeting will be 7-10-23.

Finance Committee- Alderman Hobbs announced the committee met to discuss the budget and next meeting will be 7-10-23.

Street Committee- Director Gannon announced the next Street Dept. meeting 6-8-23. Vice Mayor Messick commented on all of the sidewalks that are being poured by the Street Dept.

Water /Sewer Commission- Vice Mayor Messick announced the next meeting would be Thursday at City Hall.

Recreation Commission- Director Fox announced the next meeting would be 7-13-23.

Tourism Development Commission- Alderman Hobbs stated they would meet in July.

Planning & Zoning Commission- Director Fiske stated next meeting 6-22-23.

Information Systems Committee- Alderman Parsley nothing to report.

Historic Zoning Commission- Alderman Bellamy stated they did not meet.

RESOLUTIONS & ORDINANCES

Resolutions:

- a. A resolution to approve Burris, Thompson, and Associates to perform a Salary Study at a cost not to exceed Twenty-Seven Thousand, Six Hundred and Forty (\$27,640.00) Dollars for professional services and not to exceed Eleven Thousand, Seven Hundred (\$11,700.00) Dollars for optional services; sponsored by Alderman Hobbs. Alderman French made a motion to approve and seconded by Alderman Hobbs. Mayor Howard opened the floor to discussion and a discussion ensued. Mayor Howard called for the roll, and the resolution passed 5-1 with Vice Mayor Messick voting nay.
- b. A resolution to approve an agreement between the City of Manchester, Tennessee and Coffee County, Tennessee, for the City of Manchester provide services at the County Industrial Park for an annual payment of One Hundred and Fifty Thousand (\$150,000.00) Dollars, Attachment "A" Agreement; sponsored by Alderman Hobbs. Alderman French made a motion to approve and seconded by Alderman Parsley. Mayor Howard opened the floor to discussion and Alderman Hobbs discussed the agreement. Mayor Howard called for the roll, and the resolution passed 6-0.
- c. A resolution adopting a Plan of Services preliminary to Annexation of Six and Twenty-Two/Hundredths (6.22) acres of property owned by Pam Riddle, located at 2324 Murfreesboro Hwy.; sponsored by Vice Mayor Messick. Alderman French made a motion to approve and seconded by Vice Mayor Messick. Mayor Howard opened the floor to a public hearing. Vice Mayor Messick discussed the resolution. City resident Tim Cassidy and County resident Sarah Bradley spoke. Alderman Anderson discussed growth. Mayor Howard called for the roll. The resolution passed 5-1 with Alderman Anderson voting nay.
- d. A resolution annexing Six and Twenty-Two/Hundredths (6.22) acres of property owned by Pam Riddle, located at 2324 Murfreesboro Hwy.; Sponsored by Vice Mayor Messick. Alderman French made a motion to approve and seconded by Alderman Hobbs. Mayor Howard opened the floor to discussion and after none called for the roll. The resolution passed 5-1 with Alderman Anderson voting nay.
- e. A resolution to approve a contract, with an alternative, in the amount of Two Million, Three Hundred Ninety-Four Thousand, Five Hundred Sixty-Five Dollars (\$2,394,565.00) with Norris Brothers Excavating, LLC for Hwy. 55 Water Main Relocation, Project #102-171; sponsored by Vice Mayor Messick. Alderman French made a motion to approve and seconded by Alderman

Hobbs. Mayor Howard opened the floor to discussion and after a discussion ensued called for the roll. The resolution passed 6-0.

Ordinances:

- a. 2nd reading of an ordinance amending the Budget Ordinance for Fiscal Year 2022-23, Ordinance No. 1654; sponsored by Alderman Hobbs. (Budget Amendment #2) Alderman French made a motion to approve and seconded by Alderman Parsley. Mayor Howard opened the floor to discussion and after none called for the roll. The ordinance passed 2nd and final reading 6-0.
- b. 2nd reading of an ordinance amending the Budget Ordinance for Fiscal Year 2022-23, Ordinance No. 1654; sponsored by Alderman Hobbs (Budget Amendment #3) Alderman French made a motion to approve and seconded by Vice Mayor Messick. Mayor Howard opened the floor to discussion and after none called for the roll. The ordinance passed 2nd and final reading 6-0.
- c. 2nd reading of an ordinance amending the Budget Ordinance for Fiscal Year 2022-23, Ordinance No. 1654; sponsored by Alderman Hobbs (Budget Amendment #4) Alderman French made a motion to approve and seconded by Alderman Hobbs. Mayor Howard opened the floor to discussion and after none called for the roll. The ordinance passed 2nd and final reading 6-0.
- d. 2nd reading of the 2023-2024 Fiscal Year Budget; sponsored by Alderman Hobbs. Alderman French made a motion to approve and seconded by Alderman Hobbs. Mayor Howard opened the floor to discussion and after none called for the roll. The ordinance passed 2nd and final reading 4-2 with Alderman Anderson and Alderman Parsley voting nay.
- e. 2nd reading of an ordinance adding provisions to Manchester Municipal Code regarding Police vehicle "Take Home" policy; sponsored by Alderman Hobbs. Alderman French made a motion to approve and seconded by Alderman Bellamy. Mayor Howard opened the floor to discussion and after none called for the roll. The ordinance passed 2nd and final reading 6-0.
- f. 2nd reading of an ordinance to add a provision to Title 4 Chapter 2 of the Manchester Municipal Code to adopt an Information Security Policy; sponsored by Alderman Parsley. Vice Mayor Messick made a motion to approve and seconded by Alderman French. Mayor Howard opened the floor to discussion and after none called for the roll. The ordinance passed 2nd and final reading 6-0.
- g. 1st reading of an ordinance rezoning property owned by Pam Riddle at 2324 Murfreesboro Hwy. from RS-1 to R-4; sponsored by Vice Mayor Messick. Alderman Hobbs made a motion to approve and seconded by Alderman French. Mayor Howard opened the floor to discussion and after none called for the roll. The ordinance passed 1st reading 4-2 with Alderman Anderson and Alderman Bellamy voting nay.
- h. 1st reading of an ordinance to amend Manchester Municipal Code 18-205 relative to water rates; sponsored by Vice Mayor Messick. Alderman French made a motion to approve and seconded by Alderman Hobbs. A discussion ensued and Mayor Howard called for the roll. The ordinance passed 1st reading 6-0.
- i. 1st reading of an ordinance rezoning property owned by 2415 Construction LLC on Shelton Road, from R-1 to R-3; sponsored by Vice Mayor Messick. Alderman French made a motion to approve and seconded by Vice Mayor Messick. Mayor Howard opened the floor to discussion and Vice Mayor Messick discussed the Planning and Zoning Commission sent to the BOMA with a "Unfavorable" recommendation. Alderman French rescinded his motion and the ordinance failed due to a lack of a motion to approve.
- j. 1st reading of an ordinance rezoning property owned by 2415 Construction LLC on Shelton Road, from R-1 to R-2; sponsored by Vice Mayor Messick. Alderman French made a motion to approve and seconded by Vice Mayor Messick. Mayor Howard opened the floor and a discussion ensued with Director Fiske and Vice Mayor Messick. Mayor Howard called for the roll and the ordinance passed 1st reading 5-1, with Alderman Anderson voting nay.

OLD BUSINESS: none
NEW BUSINESS

- Westfield Litigation- Attorney Johnson discussed the J&H/Westfield surety bond mediation. Westfield is to pay 2.45 million and 100,000 from Insurance Co. of Engineer. City will retain retainage. J&H is in Bankruptcy. Vice Mayor Messick made a motion to approve the City to enter into a MOU relating to the settlement. Alderman French seconded the motion and Mayor Howard called for the roll. The motion passed 6-0.
- Inspector Hwy.55/McArthur Drive MWSD Project-Mayor Howard discussed hiring a inspector for the Hwy. 55 / McArthur Drive project awarded to Norris Bros. Vice Mayor Messick made a motion to approve and seconded by Alderman Hobbs. Mayor Howard called for the roll and the motion passed 6-0.
- Duck River Utility Commission (re)appointment-Mayor Howard discussed applicants that applied for the commission. Vice Mayor Messick made a motion to approve Nelson Watson and seconded by Alderman Hobbs. Mayor Howard called for the roll. The motion to approve Nelson Watson passed 5-1 with Alderman Anderson voting nay.
- Mayor Howard and Attorney Johnson discussed hiring Atty. Bart Kemp as a consultant to Attorney Johnson to help with the TDEC consent order. Alderman French made a motion to approve and seconded by Vice Mayor Messick. Mayor Howard called for the roll and the motion passed 5-1 with Alderman Anderson voting nay.

COMMENTS FROM BOMA: Alderman French discussed sales tax revenue. Alderman Bellamy thanked the City employees. Alderman Hobbs thanked Director Smotherman on the cybersecurity policy. Vice Mayor Messick discussed the hard work the street department has done on the side walk projects. Mayor Howard thanked the BOMA for working through their different opinions.

ADJOURNMENT:

- Being no further business to discuss, Mayor Howard asked for a motion to adjourn and Alderman French made the motion. The motion was seconded by Vice Mayor Messick. The motion to adjourn was passed 6-0. The meeting adjourned at 7:20 p.m.

SIGNATURES:

Mayor Marilyn Howard

Executive Administrative Assistant Keele