

CITY OF MANCHESTER  
BOARD OF MAYOR AND ALDERMEN  
Meeting Minutes  
September 5<sup>th</sup>, 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 Parsley, Alderman Anderson, Alderman Bellamy, Alderman Hobbs, Vice Mayor Messick, Attorney Johnson, Finance Director Myers, Executive Administrative Assistant Keele, Fire Chief Chambers, MWSD Director Miller, Public Works Director George Gannon, Parks/Rec Director Fox, Asst. Parks/Rec. Director Johnson, I.S. Director Smotherman, Community Development & Zoning Director Brittany Fiske, Police Chief Sipe, Coffee County Mayor Judd Matheny, Engineer Scot St. John, and other citizens. Alderman French was absent. The meeting opened with a prayer by Pastor Junior Baker, 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:** Vice Mayor Messick made a motion to approve the August 1, 2023, BOMA Minutes. Alderman Hobbs seconded the motion. Mayor Howard called for the roll and the motion passed 5-0.

**CORRESPONDENCE:** none

**COMMENTS FROM CITIZENS:** Coffee County resident Jimmy Jernigan spoke in support of the Old Stone Fort State Park Bridge. Katy Riddle of the Greater Manchester Economic Development Board spoke about their new website [www.moremanchester.com](http://www.moremanchester.com). Coffee County resident Christy Hite Chilton spoke in support of the Old Stone Fort State Park Bridge. Coffee County resident Steve Bouldin spoke in support of the Old Stone Fort State Park Bridge. Franklin County resident Joe Little spoke in support of the Old Stone Fort State Park Bridge. Coffee County resident Joe Mc Keehan spoke about the cost to put the Old Stone Fort State Park Bridge at a cost of 5 million dollars.

**COMMENTS FROM MAYOR:** Mayor Howard thanked everyone for attending.

**Safety Committee-** Alderman Hobbs stated they met in August and will meet in Sept.

**Finance Committee-** Alderman Hobbs stated they met in August and would not meet in September due to a member not being able to attend and the next meeting would be in October.

**Street Committee-** Director Gannon announced the next Street Dept. meeting would be 9-14-23.

**Water /Sewer Commission-** Director Miller announced the next meeting would be 9-7-23.

**Recreation Commission-** Director Fox announced the next meeting would be 9-14-23.

**Tourism Development Commission-** Alderman Hobbs stated next meeting would be in Sept.

**Planning & Zoning Commission-** Director Fiske stated their next meeting would be 9-18-23.

**Information Systems Committee-** Director Smotherman stated nothing to report.

**Historic Zoning Commission-** Alderman Bellamy stated they would not meet in Sept.

**RESOLUTIONS & ORDINANCES**

**Resolutions:**

- a) A resolution authorizing the City of Manchester to apply for a State of Tennessee Department of Transportation grant for new LED lighting at Interstate Exits 110 and 114; sponsored by Mayor Howard. Alderman Anderson made a motion to approve and seconded by Alderman Parsley. Mayor Howard opened the floor to discussion and a discussion ensued. Mayor Howard called for the roll and the Resolution passed 5-0.
- b) A resolution authorizing the purchase of a Bobcat E50 compact excavator with attachments at Eighty-Seven Thousand Nine Hundred and Six Dollars and Ninety Cents (\$87,906.90) for use of the Public Works Department of the City of Manchester; sponsored by Vice Mayor Messick. Alderman Hobbs made a motion to approve and seconded by Alderman Bellamy. Mayor Howard opened the floor to discussion and called for the roll. The resolution passed 5-0.

- c) A resolution authorizing the City of Manchester Government to present this resolution for presentation to the State of Tennessee for its consideration, that the Duck River Bridge located in the Old Stone Fort State Park should not be removed; sponsored by Alderman Anderson. Alderman Anderson made a motion to approve and seconded by Alderman Parsley. Mayor Howard opened the floor to discussion. Alderman Anderson explained why she brought the resolution to the board. Alderman Anderson stated she did not think the state did their due diligence by checking with all of the stakeholders and this had not come to this board for a vote. Alderman Anderson asked the board to explain why they would vote no on the resolution. Alderman Hobbs asked what is the cost to the citizens of the City of Manchester. Alderman Anderson stated that from her understanding the bridge is eligible to be listed on the federal register of historical places and would be eligible for funding. Alderman Anderson stated this is a symbolic resolution and doesn't believe we have any fiscal responsibility and she doesn't believe we are committing funding to this infrastructure. Alderman Hobbs discussed who will take ownership if it is taken down. Alderman Anderson stated there is conflicting engineering reports. Alderman Anderson stated she wants the bridge preserved as a pedestrian bridge. Mayor Howard discussed the bridge that replaces the current bridge must have the same footprint, and if it is deemed an historical bridge that will not guarantee funding. Mayor Howard discussed the only other entrance into the campground will be Country Club road and the city will be responsible in the upkeep of the city's portion of the road. And the bridge is one year from ground breaking and if it turned away then the state will pull out the funding of the bridge. Vice Mayor Messick discussed the cost of the road in Country Club road. Alderman Anderson discussed what would happen with the bridge if it is removed. Mayor Howard called for the roll. The resolution failed with a 3-2 vote. Alderman Hobbs and Vice Mayor Messick voted nay.

**Ordinances:**

- a) 2<sup>nd</sup> reading of an ordinance adding provisions to Manchester Municipal Code regarding Citizen Comments; sponsored by Alderman Hobbs. Vice Mayor Messick made a motion to approve and seconded by Alderman Hobbs. Mayor Howard opened the floor to discussion and called for the roll. The ordinance passed 2<sup>nd</sup> and final reading 5-0.
- b) 2<sup>nd</sup> reading of an ordinance to add a provision to Title 5 Chapter 7 of Manchester Municipal Code to adopt a Cybersecurity and Bid Policy; sponsored by Alderman Parsley. Alderman Hobbs made a motion to approve and seconded by Alderman Parsley. Alderman Bellamy asked if this changed the bid policy and a discussion ensued. Mayor Howard called for the roll, and the ordinance passed 2<sup>nd</sup> and final reading 5-0.
- c) 2<sup>nd</sup> reading of an ordinance to amend Manchester Municipal Code 1-110 relative to Policies and Procedures Committee: sponsored by Alderman Hobbs. Vice Mayor Messick 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 2<sup>nd</sup> and final reading 5-0.
- d) 2<sup>nd</sup> 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. Vice Mayor Messick asked to keep the ordinance tabled after speaking with the owners and asked that there is a full board. Attorney Johnson discussed that the ordinance is still tabled from the last meeting.
- e) 1<sup>st</sup> reading of an ordinance rezoning property owned by Loyd Glen Chapman and Shawn Trail on 512 West Taylor St., from R-3 to R-4; sponsored by Vice Mayor Messick. Remains tabled
- f) 1<sup>st</sup> reading of an ordinance rezoning property owned by Loyd Glen Chapman and Shawn Trail on 811 Lynchburg Rd., from R-3 to R-4; sponsored by Vice Mayor Messick. Remains tabled.
- g) 1<sup>st</sup> reading of an ordinance rezoning property owned by Wesley Parker on 814 South Spring St., from R-3 to R-4; sponsored by Vice Mayor Messick. Vice Mayor Messick made a motion to approve and seconded by Alderman Hobbs. Mayor Howard opened the floor to discussion. Director Fiske discussed the actions of the Planning and Zoning Commission. Mayor Howard called for the roll and the motion failed 1-4 with Alderman Parsley voting Aye and Alderman Anderson, Alderman Bellamy, Alderman Hobbs, and Vice Mayor Messick voting nay.
- h) 1<sup>st</sup> reading of an ordinance to amend Manchester Municipal Code 5-703 (3), Committee Award Procedure; sponsored by Alderman Hobbs. Vice Mayor Messick made a motion to approve and

seconded by Alderman Hobbs. Mayor Howard opened the floor to discussion and Attorney Johnson discussed the ordinance. Mayor Howard called for the roll, and the ordinance passed 1<sup>st</sup> reading 5-0.

- i) 1<sup>st</sup> reading of an ordinance to add a provision to Title 6 Chapter 1 of Manchester Municipal Code to adopt a "Service Awards Upon resignation or Retirement" policy for the Manchester Police Department; sponsored by Alderman Hobbs. Alderman Bellamy made a motion to approve and seconded by Alderman Parsley. Mayor Howard opened the floor to discussion. Chief Sipe asked that the ordinance be amended to add that it is retroactive back to 8-1-23. Alderman Bellamy made a motion to amend the original to make it retroactive to 8-1-23 and seconded by Vice Mayor Messick. Mayor Howard called for the roll on the amended motion to add the language retroactive to 8-1-23. The amended motion passed 5-0. Mayor Howard called for the roll on the original motion and the motion passed 5-0.

**OLD BUSINESS:** none

**NEW BUSINESS:**

- Citizen Appointments to Committees and Commissions- Mayor Howard discussed the presented list and Alderman Hobbs made a motion to approve the appointments as listed and seconded by Vice Mayor Messick. The BOMA approved the Committee and Commissions as listed 5-0.
- BOMA Appointments to Committees and Commissions- Mayor Howard discussed the presented list of the BOMA appointments to committees and commission. Alderman Hobbs made a motion to approve the list and seconded by Vice Mayor Messick. The motion passed 5-0.
- Street Light Woodland Drive- Vice Mayor Messick made a motion to approve and seconded by Alderman Parsley. Vice Mayor Messick discussed the cost of the light. Mayor Howard called for the roll and the motion passed 5-0.
- Recreation & Parks Part-Time Job Descriptions, Aquatics Supervisor, Assistant Aquatics Manager Job Description, and Pay Increase. Mayor Howard asked if everyone had reviewed the information and Alderman Bellamy made a motion to approve and seconded by Alderman Hobbs. Alderman Bellamy discussed the pay increases and Director Fox discussed that would this has already been budgeted and went through the finance committee. The motion passed 5-0.
- MPD "Captain" revised job description- Mayor Howard asked if everyone had read over the revised job description and Chief Sipe discussed the new job description. Alderman Bellamy made a motion to approve and seconded by Alderman Hobbs. The revised job description passed 5-0.

**COMMENTS FROM BOMA:** Alderman Bellamy thanked the employees of the city. Vice Mayor Messick discussed a call received from a resident of the city regarding the MPD helping her during a wreck and how great they were to her. Mayor Howard thanked everyone attending the meeting.

- County Resident Steve Bouldin started speaking but was not recognized. Mayor Howard stated that she did her due diligence on researching the information on the state bridge.

**ADJOURNMENT:**

- Being no further business to discuss, Mayor Howard asked for a motion to adjourn and Alderman Hobbs made the motion. The motion was seconded by Alderman Parsley. The motion to adjourn was passed 5-0. The meeting adjourned at 7:35 p.m.

**SIGNATURES:**

---

**Mayor Marilyn Howard**

---

**Executive Administrative Assistant Keele**