

CITY OF MANCHESTER
BOARD OF MAYOR AND ALDERMEN
Meeting Minutes
October 3rd, 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, MWSD Director Miller, Public Works Director George Gannon, Parks/Rec Director Fox, Asst. Parks/Rec. Director Johnson, I.S. Director Smotherman, Administrative Captain Dale Robertson, MFD Training Captain Mark Reed, Coffee County Mayor Judd Matheny, Engineer Scot St. John, and other citizens. Absent was MPD Chief Sipe, Community Development & Zoning Director Brittany Fiske, MFD Chief Chambers. The meeting opened with a prayer by Pastor John Daniel, 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: Alderman Anderson made a motion to approve the September 5, 2023, BOMA Minutes. Vice Mayor Messick seconded the motion. Mayor Howard called for the roll and the motion passed 6-0.

CORRESPONDENCE: none

COMMENTS FROM CITIZENS: Residents of Shelton road Virginia Quinn, Tim Cassidy, and Randall Quinn spoke against the rezoning of property located on Shelton Road and owned by 2415 Constructions LLC.

COMMENTS FROM MAYOR: Mayor Howard thanked everyone for attending.

Safety Committee- Alderman Hobbs stated the next meeting will be next Monday.

Finance Committee- Alderman Hobbs stated they will meet next Monday.

Street Committee- Director Gannon announced the next Street Dept. meeting would be 10-12-23.

Water /Sewer Commission- Director Miller announced the next meeting would be 10-5-23 at City Hall.

Recreation Commission- Director Fox announced the next meeting would be 10-12-23.

Tourism Development Commission- Alderman Hobbs stated next meeting would be next Monday.

Planning & Zoning Commission- Vice Mayor Messick will speak about the committee later in the meeting.

Information Systems Committee- Alderman Parsley stated nothing to report.

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

RESOLUTIONS & ORDINANCES

Resolutions:

- a) A resolution procuring engineering services of St. John Engineering LLC for the design, inspection, surveying, and other engineering services as needed to implement the awarded TDEC State Water Infrastructure Grant (SWIG) Program through the American Rescue Program (ARP); sponsored by Vice Mayor Messick. Alderman Hobbs made a motion to approve and seconded by Alderman Parsley. Mayor Howard opened the floor to discussion and called for the roll. The resolution passed 6-0.
- b) A resolution approving a contact with Kustom Signals, Inc., in the amount of One Hundred and Twenty-Six Thousand, Eight Hundred and 00/100 Dollars (\$126,800.00) for purchase of Body Cameras and the purchase/installation of In-Car Cameras; sponsored by Alderman Hobbs. Alderman Anderson 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 6-0.

Ordinances:

- a) 2nd 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. (Tabled 9-5-23). Vice Mayor Messick made a motion to take the ordinance off the table and seconded by Alderman French. Mayor Howard called for the roll. The motion to take the ordinance off the table passed 6-0. Alderman Hobbs made a motion to approve and seconded by Alderman French. Mayor Howard opened the floor to a public hearing. Residents of Shelton Rd spoke against the rezoning. Vice Mayor Messick discussed the rezoning of R-1 to R-2. Alderman Anderson stated she would be voting no because she thinks the infrastructure we have can not support what we have and what has already been approved. Alderman Anderson stated there has been hundreds of units that have been approved and not built yet and we haven't seen the effect of that. Alderman Anderson stated she thinks we have a great director and she would like to give him time to fix the problems. Haven't heard a price tag of what the cost is going to be to fix our overflows and feels it will be irresponsible to vote on this. Mayor Howard discussed that whether it is R-1 or R-2 it will not go through until TDEC approves it. Alderman Anderson stated she has called TDEC and they told her that is not true and the city had been connecting people in violation of the consent order and will not be voting on this. Mayor Howard called for the roll and the ordinance failed 2-4 with Alderman Anderson, Alderman Bellamy, Alderman Hobbs, and Alderman Parsley voting nay.

- b) 2nd reading of an ordinance to amend Manchester Municipal Code 5-703 (3), Committee Award Procedure; sponsored by Alderman Hobbs. Alderman French 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 2nd and final reading 6-0.
- c) 2nd 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 Anderson. Mayor Howard opened the floor to discussion and called for the roll. The ordinance passed 2nd and final reading 6-0.
- d) 1st 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. (Tabled 9-5-23). Vice Mayor Messick made a motion to take the ordinance off the table and seconded by Alderman French. Mayor Howard called for the roll and the motion passed 6-0. Alderman French made a motion to approve and seconded by Vice Mayor Messick. Mayor Howard opened the floor to discussion and called for the roll. The ordinance passed 1st reading 4-2 with Alderman Anderson and Alderman Parsley voting nay.
- e) 1st 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. (Tabled 9-5-23). Vice Mayor Messick made a motion to take the ordinance off the table and seconded by Alderman French. Mayor Howard called for the roll and the motion passed 6-0. Alderman French made a motion to approve the ordinance and seconded by Vice Mayor Messick. Mayor Howard opened the floor to discussion and called for the roll. The ordinance passed 1st reading 4-2 with Alderman Anderson and Alderman Parsley voting nay.
- f) 1st reading of an ordinance rezoning property owned by Mark Willis on Doak Road, from R-1 to C-2 sponsored by Vice Mayor Messick. Alderman Hobbs made a motion to approve and seconded by Vice Mayor Messick. Mayor Howard opened the floor to discussion and called for the roll. The ordinance passed 1st reading 6-0.
- g) 1st reading of an ordinance adopting an unclaimed property policy adding Title 20 Chapter 4 Section 408 to the Manchester Municipal Code; sponsored by Alderman Hobbs. Alderman Anderson made a motion to approve and seconded by Alderman Parsley. Mayor Howard opened the floor to discussion and called for the roll. The ordinance passed 1st reading 6-0.
- h) 1st reading of an ordinance to add a provision to Title 4 Chapter 2 of Manchester Municipal Code to clarify leave policy; sponsored by Mayor Howard. Alderman Parsley made a motion to approve and seconded by Alderman Anderson. Mayor Howard opened the floor to discussion and called for the roll. The motion passed 1st reading 6-0.

OLD BUSINESS: none

NEW BUSINESS

- MPD Court Clerk revised job description and pay increase; Alderman Bellamy made a motion to approve and seconded by Alderman Hobbs. Mayor Howard opened the floor to discussion and called for the roll. The motion passed 6-0.
- Adding a position MPD & MFD; Vice Mayor Messick made a motion to approve and seconded by Alderman Anderson. Mayor Howard opened the floor to discussion and called for the roll. The motion passed 6-0.
- Hills Chapel Side Walk Project - Attorney Johnson discussed eminent domain, no sidewalks, or curve around properties. Vice Mayor Messick made a motion to proceed with eminent domain and seconded by Alderman French. Mayor Howard called for the roll and the motion passed 6-0.
- MWSD Director City Vehicle "take home policy" MMC 4-602 & MMC 4-603. Alderman French made a motion to approve amending the MMC code to include Director Miller of the MWSD. Alderman Hobbs seconded the motion. Mayor Howard called for the roll and the ordinance passed 1st reading 6-0.
- Manchester Housing Authority Committee Mayoral Appointment. Mayor Howard reappointed Sage Keele for a 3rd term on the Manchester Housing Authority.
- Old Timer's Day Vendor Permit Exception. Attorney Johnson discussed an exemption for Vendors relating to the Old Timer's Day Parade. Alderman Bellamy made a motion to approve and seconded by Alderman Anderson. Mayor Howard opened the floor and a discussion ensued. Mayor Howard called for the roll. The ordinance passed 1st reading 6-0.
- MWSD employee Candy Hilmoe supervisory pay to decrease once supervisory role ends. Mayor Howard discussed if the BOMA would need to vote. A discussion ensued with the BOMA. No vote taken.

COMMENTS FROM BOMA: Alderman French discussed a need for a property tax increase to fund schools discussed at the 5:30 pm work session. Alderman Anderson asked when are we going to discuss a City Manager over the other positions because they would have advised we shouldn't have developers paying one sewer tap fee if they have multiple taps and they would have caught that. Alderman Anderson stated

our charter calls for that position and in the absence of that position we don't have anyone and it is very evident. Vice Mayor Messick discussed the tap fee issues has already been addressed and all the water sewer revenue has to stay in the MWSD. Mayor Howard discussed how apartments were getting one tap fee and that is where the confusion laid. Alderman Bellamy discussed the MFD and MPD working together on a homicide case. Alderman Hobbs thanked Dr Vaughn for speaking at the work session and agrees with purchasing the land and building a new school. Vice Mayor Messick would like to see department heads of the committees/commissions come in front of the BOMA and tell what is going on. Alderman Parsley thanked Dr. Vaughn and we have to move forward with our schools. Mayor Howard thanked Dr. Vaughn and everyone, and knows we have a lot of needs but how are we going to pay for the land and schools. Mayor Howard stated things have rolled down and rolled down and grants will not fund all the needs we have.

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 Alderman Parsley. The motion to adjourn was passed 6-0. The meeting adjourned at 8:02 p.m.

SIGNATURES:

Mayor Marilyn Howard

Executive Administrative Assistant Keele