

**CITY OF MANCHESTER**  
**BOARD OF MAYOR AND ALDERMEN**  
**Meeting Minutes**  
**March 5<sup>th</sup>, 2024, @ 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, Parks/Rec Director Fox, Asst. Director Parks/Rec. Johnson, I.S. Director Smotherman, MPD Chief Sipe, Asst. MPD Chief Floied, MFD Chief Chambers, Public Works Executive Assistant Moore, Community Development & Zoning Director Brittany Fiske, Engineer Scot St. John, and other citizens. Meeting opened with a prayer by Pastor Steven Lee, 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 French made a motion to approve the February 6<sup>th</sup>, 2024 BOMA Minutes; February 6<sup>th</sup>, 2024 BOMA Beer Board Minutes; and February 19<sup>th</sup>, 2024, Special Called 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:** Surveyor Nicholas Northcutt representative of the owner of the ordinance to rezone the property of Gavin Foster located at 1308 Hillsboro Blvd from C-3 to R-4; he discussed the surrounding zoning.

**COMMENTS FROM MAYOR:** Mayor Howard thanked everyone for attending the meeting.  
**Safety Committee-** Chief Sipe stated the 1<sup>st</sup> of the new Durangos are on the road and next Safety meeting will be 3-11-24.

**Finance Committee-** Director Myers stated the next meeting would be a Special Called Finance meeting on 3-14-24.

**Street Committee-** Executive Assistant Moore stated the next meeting would be 3-14-24.

**Water /Sewer Commission-** Director Miller stated the next meeting would be Thursday to discuss recent repairs.

**Recreation Commission-** Director Fox discussed repairs to the Rec. Complex floors and weight room.  
**Tourism Development Commission-** Alderman Hobbs stated the next meeting would be 3-11-24.

**Planning & Zoning Commission-** Director Fiske stated the next meeting would be 3-18-24.

**Information Systems Committee-** Alderman Parsley stated nothing to report.

**Historic Zoning Commission-** Director Fiske stated their next meeting would be 3-7-24 at 5 pm.

**RESOLUTIONS & ORDINANCES**

**Resolutions:**

- a) A resolution approving a contract with FLOCK Safety, Inc. for the acquisition, installation, maintenance and monitoring of Six (6) automated license plate recognition (ALPR) cameras; sponsored by Alderman Hobbs. Alderman Anderson made a motion to approve and seconded by Alderman Parsley. Mayor Howard opened the floor to discussion and Vice Mayor Messick discussed the location of the LPR's. Vice Mayor Messick made a motion to amend the resolution to add two more cameras for the Rec Complex and seconded by Alderman Hobbs. A discussion ensued and Mayor Howard called for the roll to amend the resolution. The amended resolution passed 6-0. Mayor Howard called for the roll of the original resolution and the resolution passed 6-0.
- b) A resolution approving a contract with BANKPAK, Inc. for the acquisition and installation of cameras at the Manchester Recreation Center in the amount of Sixty-Eight Thousand Five Hundred and Sixty and 00/100 Dollars (\$68,560.00); sponsored by Alderman Anderson. 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 resolution passed 6-0.
- c) A resolution approving a rate increase for Residential and Commercial Refuse Pick-Up pursuant to Manchester Municipal Code 17-108; sponsored by Vice Mayor Messick. Alderman Anderson made a motion to approve and seconded by Alderman Hobbs. Mayor Howard opened the floor to discussion and Mayor Howard called for the roll. The resolution passed 6-0.

**Ordinances:**

- a) 2<sup>nd</sup> reading of an ordinance to amend Manchester Municipal Code 12-401 et. seq. RELATIVE TO BUILDING IMPACT FEES; sponsored by Vice Mayor Messick. Alderman French made a motion to approve and seconded by Alderman Parsley. Mayor Howard opened the floor to discussion. Alderman French made a motion to amend the ordinance to add an effective date of 7-1-24 and seconded by Alderman Anderson. A discussion ensued and Mayor Howard called for the roll. The 2<sup>nd</sup> and final reading to amend the ordinance passed 6-0. Mayor Howard called for the roll of the original ordinance and the motion passed 6-0.

- b) 1<sup>st</sup> reading of an ordinance amending the Budget Ordinance for FY 2023-2024, Ordinance No. 1692; 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 1<sup>st</sup> reading 6-0.
- c) 1<sup>st</sup> reading of an ordinance rezoning Property owned by John Gavin Foster on 1308 Hillsboro Blvd from C-3 to R-4; sponsored by Vice Mayor Messick. Alderman French made a motion to approve and seconded by Alderman Hobbs. Mayor Howard opened the floor to discussion. A discussion ensued. Alderman Bellamy discussed the property had been turned down before but for a different person. Director Fiske discussed that the Planning & Zoning Commission had sent a negative recommendation. After all discussion Mayor Howard called for the roll. The ordinance failed 3-4, with Mayor Howard breaking the tie with a nay vote. Yay votes- Alderman French, Alderman Hobbs, Vice Mayor Messick. Nay votes Alderman Anderson, Alderman Bellamy, Alderman Parsley, and Mayor Howard.
- d) 1<sup>st</sup> reading of an ordinance adding provisions to Manchester Municipal Code regarding refuse collection service fee credits; sponsored by Vice Mayor Messick. 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 1<sup>st</sup> reading 6-0.

**OLD BUSINESS:** Amending MMC Food Truck Ordinance relating to Beer Permits. Alderman French made a motion to approve the 1<sup>st</sup> reading of an ordinance to amend the MMC relating to Food Truck Beer Permits, and seconded by Alderman Bellamy. Mayor Howard opened the floor to discussion. Attorney Johnson discussed the original ordinance and number of permits. Mayor Howard called for the roll. The ordinance passed 1<sup>st</sup> reading 6-0.

**NEW BUSINESS**

- Public Works Job Descriptions: Crew Foreman, Crew Superintendent, Heavy Equipment Operator, Animal Control, Light Operator, Office Manager. Alderman French made a motion to approve and seconded by Alderman Bellamy. Mayor Howard opened the floor to discussion and called for the roll. The Public Works job descriptions passed 6-0.
  - Parks & Recreation Job Description: Front Desk Attendant, Concession Attendant, Concessions Manager, Day Camp Counselor. Alderman French made a motion to approve and seconded by Alderman Bellamy. Mayor Howard opened the floor to discussion and called for the roll. The Parks & Recreation job descriptions passed 6-0.
  - Finance Job Description: Temporary Accounting Clerk- Mayor Howard asked that the BOMA pass on the item since a job description was not presented to the BOMA.
  - GMEDB Appointments (3 vacant seats) BOMA Appointment: vacant seat (Niederhauser) term expires Sept. 2027; Newly formed seat will expire Sept. 2027; Newly formed seat will expire Sept. 2029.
- Vice Mayor Messick made a motion to appoint Lindsey Powers Joyner to Mike Niederhauser seat expiring in 2027, Alderman Anderson seconded the motion. Mayor Howard opened the floor to discussion and called for the roll. The motion to appoint Lindsey Powers Joyner to the vacant seat of Niederhauser expiring in 2027 passed 6-0.
- Alderman Parsley made a motion to appoint Steve Jernigan to a newly formed seat that expires in 2027, Alderman Anderson seconded the motion. Mayor Howard opened the floor to discussion and called for the roll. The motion to appoint Steve Jernigan to the GMEDB seat expiring in 2027 passed 6-0.
- Vice Mayor Messick made a motion to appoint Katy Bess to a newly formed seat that expires in 2029, and Alderman French seconded the motion. Mayor Howard opened the floor to discussion and called for the roll. The motion to appoint Katy Bess to the GMEDB seat expiring 2029 passed 6-0.

**COMMENTS FROM BOMA:** Alderman French discussed the Private School Voucher program that is being voted on by the State Legislature. Alderman Anderson discussed the Old Stone Fort State Park Bridge

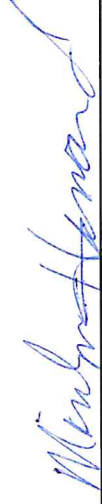
**ADJOURNMENT:**

- 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 Bellamy. The motion to adjourn was passed 6-0. The meeting adjourned at 7:25 p.m.

**SIGNATURES:**



**Executive Administrative Assistant Keele**



**Mayor Marilyn Howard**