

CITY OF MANCHESTER
BOARD OF MAYOR AND ALDERMEN
Meeting Minutes
June 4th, 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 Anderson, Alderman Bellamy, Alderman Hobbs, Vice Mayor Messick, Alderman Parsley, Attorney Johnson, Executive Administrative Assistant Keele, Finance Director Burrows, MWSD Director Miller, Asst. Director Parks/Rec. Johnson, I.S. Director Smotherman, MPD Chief Sipe, MPD Assistant Chief Floied, MFD Chief Chambers, Public Works Kristina Moore, Community Development & Zoning Director Brittany Fiske, MWSD Assistant Director Raney, Engineer Adam Carter, and other citizens. Absent was Alderman French, Parks & Rec. Director Fox, and Public Works Director Gannon. Meeting opened with a prayer by Minister Gluck and the pledge to the flag was spoken in unison. Mayor Howard called the meeting to order.

ROLL CALL:

Finance Director Burrows called the roll.

APPROVAL OF MINUTES:

Alderman Anderson made a motion to approve the May 7th, 2024 BOMA Meeting Minutes and seconded by Alderman Hobbs. The motion passed 5-0.

CORRESPONDENCE: none

COMMENTS FROM CITIZENS: County resident Sarah Bradley spoke in support of interim pay for MWSD Assistant Director Kevin Raney.

COMMENTS FROM MAYOR: Mayor Howard thanked everyone for attending the meeting.

Safety Committee- Chief Sipe stated next meeting is on 6-10-24 and working on Bonnaroo operations.

Finance Committee- Finance Director Burrows stated finance committee reviewed the budget amendment on the agenda, discussed FY 2024-2025 Budget requests by MPD & Rec, discussed increasing purchase order threshold to 2500, discussed employment retention, and discussed payroll policy.

Street Committee- Kristina Moore stated next meeting 6-13-24.

Water /Sewer Commission- Director Perry stated next meeting would be Thursday.

Recreation Commission- Assistant Director Johnson stated next meeting would be 6-13-24, and

discussed the July 4th activities.

Tourism Development Commission- Lori West stated next meeting would be 6-10-24.

Planning & Zoning Commission- Director Fiske stated the next meeting would be 6-17-24.

Information Systems Committee- Director Smotherman stated would meet on 6-17-24.

Historic Zoning Commission- Director Fiske stated they will not meet no COA's.

RESOLUTIONS & ORDINANCES

Resolutions:

- a) A resolution to approve a bid in the amount of Forty- Three Thousand Two Hundred Eighty-Seven and 20/100 Dollars (\$43,287.20) for rental of an Ice Rink and other accessories from Artificial Ice Events; sponsored by Alderman Hobbs. Alderman Hobbs made a motion to approve and seconded by Alderman Parsley. Mayor Howard opened the floor to discussion and Alderman Hobbs discussed a grant that is supporting the event. Alderman Parsley discussed the amount of manpower that would be needed. Alderman Bellamy asked if the grant money could be used for repairs at the recreation center and Alderman Hobbs stated it must be used for tourism. A discussion ensued about the liability. Assistant Director Johnson discussed how they would operate the event and the cost. Vice Mayor Messick stated he would like to see the City waive the fee for everyone. Attorney Johnson stated that would need to be decided in committee. Mayor Howard called for the roll and the resolution passed 5-0.

Ordinances:

- a) 2nd reading of an ordinance amending the Physical Development Plan of the City of Manchester applicable to property at 2514 McMinnville Highway (Swanson Development, LP); sponsored by Vice Mayor Messick. **(moved to 7-2-24 BOMA Meeting)** Mayor Howard asked for a motion to postpone Ordinance A and B to July due to the required notice in the newspaper. Vice Mayor Messick made a motion to postpone to 7-2-24 and seconded by Alderman Hobbs. The motion passed 5-0.
- b) 2nd reading of an ordinance rezoning that property owned by Swanson Developments, LP, on 2514 McMinnville Highway and recently annexed in the City of Manchester: sponsored by Vice Mayor Messick. **(moved to 7-2-24 BOMA Meeting)** Mayor Howard asked for a motion to postpone Ordinance A and B to July due to the required notice in the newspaper. Vice Mayor Messick made a motion to postpone to 7-2-24 and seconded by Alderman Hobbs. The motion passed 5-0.

- c) 2nd reading of an ordinance rezoning property owned by Ronnie Randall on Belmont Drive from C-5 to R-3; sponsored by Vice Mayor Messick. Alderman Parsley made a motion to approve and seconded by Alderman Hobbs. Mayor Howard opened the floor to a public hearing. Mayor Howard asked Director Fiske if the Planning Commission had approved it and Director Fiske stated it was sent to the BOMA with a positive recommendation. Alderman Parsley asked Director Fiske if it was zoned C-5 because the Hospital Group owned it, and Director Fiske stated she believed so. Mayor Howard called for the roll and the ordinance failed second reading 2-3 with Alderman Hobbs and Alderman Parsley voting yes. Alderman Anderson, Alderman Bellamy, and Vice Mayor Messick voted nay.
- d) 2nd reading of an ordinance to amend Manchester Municipal Code 18-201 relative to nonpayment of bills; sponsored by Vice Mayor Messick. Alderman Anderson made a motion and seconded by Alderman Hobbs. Mayor Howard opened the floor to discussion and Vice Mayor Messick asked if this is for the Water Dept. Attorney Johnson and Mayor Howard discussed the prior cut-off ordinance. Alderman Anderson asked what are we doing to let people know of the change. Attorney Johnson stated the change had only been for 6 months. Attorney Johnson stated the notices will have the amount of time to pay the bill listed. Alderman Bellamy stated the MWSD Director should notify everyone the best way he decides to and he can decide if they need to be notified or not. Mayor Howard called for the vote and the ordinance passed 2nd and final reading 5-0.
- e) 1st reading of an ordinance amending the budget ordinance for fiscal year 2023-24, Ordinance no. 1692; sponsored by Alderman Hobbs. Alderman Bellamy made a motion to approve and seconded by Alderman Anderson. Mayor Howard opened the floor to discussion and Vice Mayor Messick asked Finance Director Burrows where the 2 million dollars for the MWSD would come from. Director Burrows stated it would come from the MWSD reserves. Alderman Anderson asked what the 2 million is for and Vice Mayor Messick stated that is a good question. Director Burrows stated it is a combination of items and 6.9 million of the money in the MWSD budget is obligated. Director Burrows stated the shortfall is from operational expenses and the Norris Bros. Hwy 55 water line project. Mayor Howard stated the MWSD did not put in their budget the correct bid cost. A discussion ensued regarding the MWSD reserves. Mayor Howard called for the roll and the ordinance passed 1st reading 5-0.

OLD BUSINESS

NEW BUSINESS

- Water Sewer Commission Recommendation Interim Pay MWSD Assistant Director Kevin Raney. Mayor Howard discussed that Kevin Raney was not appointed to be the Interim Director when Dana Douglas left, but he was asked to step in as interim when Phil Miller left the MWSD. Mayor Howard asked Vice Mayor Messick if he remembered anything on paper that he was appointed after Dana Douglas left, and he stated he didn't think so. Mayor Howard stated we all held it together when Dana left, but when Phil left he was asked to step in. Vice Mayor Messick stated we may not have appointed him when Dana left but he acted in every aspect as interim during that time and should be paid for that. Alderman Hobbs stated he is only requesting 30 days and he agrees with Vice Mayor Messick. Mayor Howard discussed everyone throwing in to help when Dana left. Alderman Bellamy asked how much money are we talking about, and Vice Mayor Messick stated he didn't have a clue. Mayor Howard stated as a steward of the City money she knows that everyone pulled together and do we pay everyone interim pay that helped when Dana was out. Alderman Anderson asked if there was any documentation on this to look at and she agrees with Vice Mayor Messick. Alderman Anderson stated she has the documentation in front of her and is ready to vote on this. Vice Mayor Messick made a motion to pay Kevin Raney the requested pay and seconded by Alderman Bellamy. Alderman Bellamy stated let's vote. Mayor Howard asked for Director Burrows to call the roll and the motion passed 5-0.
- Summer Day Camp Assistant Job Description Alderman Hobbs made a motion to approve and seconded by Alderman Parsley. The motion passed 5-0.
- Wellness Attendant Job Description. Alderman Bellamy made a motion to approve and seconded by Alderman Parsley. The motion passed 5-0.

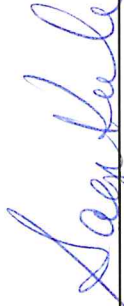
COMMENTS FROM BOMA: Alderman Anderson discussed Hardees campaign for Star for Heros;

Alderman Bellamy stated we are doing very well with the two new Dept Heads (Finance & MWSD) and they are building a team and that will cut out the in fighting in some of the departments and we need to back them up. Vice Mayor Messick stated he would like all the committees to give a report each meeting; Mayor Howard stated she appreciates everyone showing up and we try to be as fair to everyone.

ADJOURNMENT:

- Being no further business to discuss, Mayor Howard asked for a motion to adjourn and Alderman Parsley made the motion. The motion was seconded by Vice Mayor Messick. The motion to adjourn was passed 5-0. The meeting adjourned at 7:21 p.m.

SIGNATURES:



Executive Administrative Assistant Keele



Mayor Marilyn Howard