

**CITY OF MANCHESTER**  
**BOARD OF MAYOR AND ALDERMEN**  
**Meeting Minutes**  
**December 3, 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 Hobbs. Present for the meeting were Alderman French, Alderman Crosslin, Alderman Anderson, Alderman Threet, Vice Mayor Messick, Alderman Parsley, Mayor Hobbs, Attorney Johnson, Executive Administrative Assistant Keele, Finance Director Burrows, MWSD Director Perry, Parks/Rec. Director Fox, I.S. Director Smotherman, MPD Chief Sipe, MPD Assistant Chief Floied, MFD Chief Chambers, Public Works Director Gannon, Community Development & Zoning Director Brittany Fiske, Engineer Adam Carter, Coffee County Industrial Board Director Anne Majors, and other citizens. Meeting opened with a prayer by Pastor Welch and the pledge to the flag was spoken in unison. Mayor Hobbs called the meeting to order.

**ROLL CALL:**

Executive Administrative Assistant Keele called the roll.

**APPROVAL OF MINUTES:**

Alderman French made a motion to approve the 11-19-24 BOMA Special Call meeting minutes. Vice Mayor Messick seconded the motion and the motion passed 6-0.

**CORRESPONDENCE:** none

**COMMENTS FROM CITIZENS:** none

**COMMENTS FROM MAYOR:** Mayor Hobbs discussed livestreaming, Christmas Parade, Ice Skating Rink, Open Meetings Voting Program to begin at the 1-7-25 BOMA meeting.

**Safety Committee-** MPD Chief Sipe discussed the distribution of 40 food boxes for Thanksgiving, assisting with the Christmas Parade, toys for the community, the next Safety meeting will be 1-13-25. Mayor Hobbs stated that Alderman Ryan French was appointed chairman.

**Finance Committee-** Director Burrows discussed the 11-19-24 Finance Committee meeting and Alderman Crosslin was appointed Chairman.

**Street Committee-**Director Gannon stated their next meeting would be 12-12-24. Director Gannon discussed the distribution of food boxes, Christmas Parade, Side Walk project, and winter banners. Director Gannon stated that Vice Mayor Messick was appointed Chairman.

**Water /Sewer Commission-** Director Perry stated their next meeting would be 12-5-24. Director Perry discussed an evaluation performed by WOLD Engineering, ARP projects, booster pump station.

**Recreation Commission-**Director Fox discussed the Christmas Parade, the float winners, Ice Skating rink, trees of Christmas, outdoor pool slides. Next meeting will be 12-11-24 and Brent Parsley is the

Chairman.

**Tourism Development Commission-** Vice Mayor Messick discussed the court house lighting.

**Planning & Zoning Commission-** Director Fiske stated the next meeting would be 12-16-24.

**Information Systems Committee-** Director Smotherman discussed livestreaming and the electronic voting system. Their next meeting will be 12-16-24.

**Historic Zoning Commission-**Director Fiske stated their next meeting would be 12-5-24 with one item on the agenda to potentially amend the historic sign regulations.

**RESOLUTIONS & ORDINANCES**

**Resolutions:**

- a) A resolution to approve a contract in the amount of Two Million, One Hundred Ninety-Two Thousand, Eight Hundred Ninety-Six Dollars (\$2,192,896.00) with Norris Brothers Excavating, LLC for Project Areas C, F, G, and H Project #102-167; sponsored by Alderwoman Anderson. Alderwoman Anderson made a motion to approve and seconded by Alderman French. Mayor Hobbs opened the floor to discussion and discussed the TDEC ARP Grant and federal ARP Grant. Mayor Hobbs called for the roll and the resolution passed 6-0.
- b) A resolution authorizing a contract to lease fitness equipment at a total cost of Seventy-Seven Thousand Eight Hundred Fifty-Five and 00/100 Dollars (\$77,855.00), for the recreation center; sponsored Alderman French. Alderwoman Anderson made a motion to approve and seconded by Alderman French. Mayor Hobbs opened the floor to discussion. Director Fox discussed the resolution. Mayor Hobbs called for the roll and the resolution passed 6-0.
- c) A resolution authorizing a contract to purchase and install a 115–500-ton Trane Chiller replacement and water pumps at a total cost of Three Hundred Ninety-Five Thousand Nine Hundred Sixteen and 00/100 Dollars (\$395,916.00), for the recreation center; sponsored by Alderman French. Alderman Crosslin made a motion to approve and seconded by Alderman French. Mayor Hobbs opened the floor to discussion and called for the roll. The resolution passed 6-0.

**Ordinances:** none

**OLD BUSINESS-**

- Vice Mayor Messick made a motion to reconsider the annexation and plan of services of 99 acres belonging to Robert Gilley. Alderman French seconded the motion to place the items on the 1-7-25 BOMA Agenda. Mayor Hobbs called for the roll on the motion to reconsider. The motion to reconsider carried with a 3-2 vote. Alderwoman Anderson and Alderman Parsley voted nay. Alderman Threet abstained.
- Alderwoman Anderson made a motion to reconsider Ronnie Randall property from May on Belmont Rd. Alderman French seconded the motion. Mayor Hobbs opened the floor to discussion and Alderwoman discussed that the property owner had asked for it to be brought back up. Mayor Hobbs called for the roll and the motion to reconsider on the 1-7-25 BOMA Agenda passed 6-0.
- Vice Mayor Messick made a motion to reconsider the annexation and plan of services on 10.37 acres of Donald Parker at the 1-7-25 BOMA meeting. Alderman French seconded the motion. Mayor Hobbs opened the floor to discussion. Alderman Threet asked where the property was and what is R-4 zoning. Director Fiske discussed the property on Sissom lane. Mayor Hobbs called for the roll and the motion to reconsider on 1-7-25 agenda carried by majority 3-2 vote. Alderwoman Anderson and Alderman Parsley voted nay. Alderman Threet abstained.

**NEW BUSINESS**

- Information Technology Support Technician Job Description-Alderman Crosslin made a motion to approve and seconded by Alderwoman Anderson. Mayor Hobbs called for the roll. The motion passed 6-0.
- Asset Management Coordinator Job Description- Alderman French made a motion to approve and seconded by Vice Mayor Messick. Mayor Hobbs called for the roll and the motion passed 6-0.

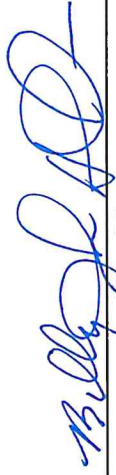
**COMMENTS FROM BOMA:** Alderman French hoped everyone had a Happy Thanksgiving and wished everyone a Merry Christmas.

**ADJOURNMENT:**

- Being no further business to discuss, Mayor Hobbs 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 7:00 p.m.

**SIGNATURES:**

  
Executive Administrative Assistant Keele

  
Mayor Joey Hobbs