



SAFETY COMMITTEE MEETING MINUTES

August 11, 2025 @ 5 P.M.

City Hall - Board Room

CALL THE MEETING TO ORDER:

Present in the Board Room at City Hall were Alderman Messick, Alderman Parsley, Alderman Crosslin, Police Chief Sipe, Assistant Police Chief Floied, Fire Chief Chambers, Assistant Chief Hickerson, and Director Fiske.

Alderman Parsley called the meeting to order.

APPROVAL OF AGENDA:

Alderman Parsley asked if anyone had anything to add or remove from the agenda before they approve the agenda. Alderman Crosslin made a motion to approve the agenda. Alderman Messick seconded the motion. The approval of the agenda passed 3-0.

CITIZEN COMMENTS: No citizen comments were made.

APPROVAL OF THE MINUTES:

Alderman Messick made a motion to approve the July 14, 2025 Safety Committee Minutes. The motion was seconded by Alderman Crosslin. The minutes passed 3-0.

CODES DEPARTMENT: Director Fiske started her departmental review with the July monthly report. The monthly report includes the number of building permits issued, total building inspections, property maintenance complaints, illegal signs pulled, citations issued, storm water site inspections, and fees collected. Alderman Crosslin asked Director Fiske if seventeen violations was considered a busy month. Director Fiske stated it was, and added that she has asked the property maintenance inspector to increase the violations issued. Alderman Messick asked Director Fiske if the city was condemning any property. Director Fiske stated there were three properties the city was working on condemning. Next, Director Fiske explained the employee safety report compares the first six months of 2024 and the first six months of 2025 shows a decrease in accidents for the year of six. Director Fiske stated that in the last Safety Meeting there was discussion on the significant increase of Slip, trip, and fall reports at the recreation center and she reviewed those reports and found that over ninety percent of those reports were customers making reports for simple reporting purposes not for medical injuries. Alderman Crosslin suggested public safety education to further lower the number of slips, trip, and fall reports. Director Fiske stated she has been conducting departmental safety audits and has the recreation center safety audit scheduled this week. Director Fiske is going to get employee badges for the codes department. The badges will have credentials and show who the employees are and who they work for.

FIRE DEPARTMENT: Chief Chambers stated his departmental review with the department issuing twenty-eight burn permits, fifty-seven responses, six motor vehicle accidents, three fires, twenty-two fire inspections, installed 8 car seats, five EMA assists for the month. The department sealed the parking lots at both Station 1 and Station 2 and assisted in South Central Commodities drive which fed one hundred and fifty people. Crew members from the fire department went to look at a used fire apparatus and purchased a 2010 Pierce Velocity custom engine. Chief Chambers stated the department received the 2023 Dodge Ram 1500 for the Fire Marshall and the vehicle has been

outfitted and is currently in service. Chief Chambers plans on listing the 2005 Chevrolet for sale on Gov Deals. Chief Chambers explained that Captain Chambers is talking to Sheriff Partin about a repeater being put at the Communication Center. This repeater could enhance the departments communications abilities. Chief Chambers is still in communications with the contractor regarding new air packs. A dealer will be at the department next Tuesday to meet with members of the fire department about what is needed on the replacement fire engine before they move forward with the purchase. Chief Chambers stated a 2025 GMC Sierra 2500 was delivered today and the department will pick up a Dodge tomorrow. These trucks were purchased with money from their budget. At the end of Chief Chambers departmental review Alderman Messick asked if there was anything at all that Chief Chambers needed for his department. Chief Chambers stated the department is working on grants for a new compressor and now extraction tools. Alderman Parsley stated since they were on the topic of equipment, he wanted to ask Chief Chambers about a report they had received of a fireman that had not been fitted for his turnout gear and was burned. After a discussion from the safety committee, it was agreed to revisit this topic once Chief Chambers was able to review the report.


POLICE DEPARTMENT: Chief Sipe started his departmental review with the police department answering 1,972 calls for service during the month of July. Chief Sipe stated Officers Zach Smotherman and Hunter Thompson are currently in their fifth week at the Tennessee Law Enforcement Training Academy and both are doing well. The Manchester Police Department conducted a traffic saturation in accordance with the Tennessee Highway Safety Office policy guidelines for the purpose of increasing roadway safety and reducing traffic crashes and fatalities. Chief Sipe stated the department has filled two officer vacancies with certified officers. The officers that the department hired are Officer Dwight Stephens and Officer Joshua Blake. Chief Sipe successfully completed the Tennessee Association of Chiefs of Police Chief Executive Leadership and Development Program. Chief Investigator Bryan Eldridge and Captain Trey Adcock completed UTLEIC First Line Leadership and Supervision school. Officers Bailey Johnson, Michael Perez, Brad Turner, Alicean Stottlemeyer and Alexander Wigley attended and successfully completed Advanced Roadside Impaired Driving Enforcement School. Alderman Crosslin complimented the police department on the amount of training the department does each month and the number of officers that attend training each month. Chief Sipe stated the emergency equipment installation has been completed on all previously received Durangos, and those units have been placed into service. The four remaining Durangos are currently in transit to the dealership with a potential delivery in September. Chief Sipe explained that armor personnel have completed inventory and inspection of the departments new sidearms and training on the new weapons is currently underway. A formal contract with the Tennessee Department of Corrections has been submitted to the state for authorization to utilize the firearms training range in Tullahoma. The police department is also using the TEMPLAR Shooting Sports facility for some initial training on the weapons. Chief Sipe discussed external complaints at Oak Drive for speeding and weight limit violations and external complaints at 1207 Woodland Drive for overall condition of the property, ongoing issues related to dogs, and citing frequent vehicle traffic at all hours of the day and night. The Manchester Police Department has been conducting radar enforcement in the area to help reduce speeding and has issued several citations. Officers are also monitoring for large-capacity vehicles that may be in violation of the four (4) ton weight limit. Director Gannon is addressing the weight limit signage on McArthur Dr. and on Oak Drive near Hills Chapel Rd. A discussion ensued among the alderman at the safety meeting on different solutions to the complaints at both locations. It was agreed to revisit the complaints at another safety meeting. The Manchester Police Department has received approval from BOMA on a resolution to purchase Mobile Data Terminals, including associated mounts and software, for patrol units. The implementation of these terminals is expected to enhance the departmental efficiency through field reporting, increased police visibility, provide officers with timely access to critical information and improve response time on calls for service.

The department is also enhancing their current records management software by integrating an analytics program to help track crime trends and provide comprehensive statistical data. Chief Sipe stated the department completed and submitted the 2025-2026 Tennessee Department of Safety and Homeland Security SRO Grant application. This is a \$225,000 grant used to help fund SRO salaries, benefits, training, and equipment.

OLD BUSINESS:

NEW BUSINESS:

ADJOURNMENT: Being no other business to discuss, Alderman Crosslin made a motion to adjourn and seconded by Alderman Messick.



CHAIRMAN PARSLEY