



SAFETY COMMITTEE MEETING MINUTES
September 8, 2025 @ 5:00 P.M.
City Hall - Board Room

CALL THE MEETING TO ORDER:

Present in the Board Room at City Hall were Mayor Hobbs, Alderman Messick, Alderman Parsley, Police Chief Sipe, Assistant Police Chief Floied, Fire Chief Chambers, Director Brittany Fiske.

Alderman Parsley called the meeting to order. No citizen comments were made

APPROVAL OF THE MINUTES: Alderman Messick made a motion to approve the August 11, 2025 Safety Committee Minutes, and seconded by Alderman Parsley.

APPROVAL OF AGENDA: Chairman Parsley asked if anyone had anything to add or take off the agenda before they approve the agenda. Alderman Messick made a motion to approve. Chairman Parsley seconded the motion and the motion passed 3-0.

Codes Department: Director Fiske started her departmental review with number of inspections, complaints, violations, storm water dry weather screens, annexation requests, rezoning requests, building permits issued, and sign permits. Director Fiske stated the Codes department pulled one hundred and forty five illegal signs for the month. Alderman Messick asked what type of signs were pulled and Director Fiske said the signs were yard sale signs and cash express signs. Director Fiske stated she is working on the Slum Clearance Act and three properties are up for public hearing this month. Director Fiske is going to attempt to be the hearing officer for public hearings but other options for a public hearing officers include board members, city engineer, or an employee of the Codes department. Director Fiske along with members of the employee safety committee, Jeff Perry and Kelly Weber, completed an internal safety audit at the Recreation Center. Each safety committee member used a check sheet during the audit and then Director Fiske revisited the Recreation Center with any concerns. Director Fiske stated there was an employee of the Recreation Center injured by a bolt sticking out of a life guard stand. The bolt was cut off and new life guard stands were ordered. Director Fiske will complete an official write up of the audit findings and present it to the board. Director Fiske stated she would like to do a safety walk through of the parks, playgrounds, and ball field facilities. Director Fiske will schedule the safety walk through next month. Director Fiske is working on getting her employees ID badges and is working with the police department to order the badges. Director Fiske ended her departmental review by discussing the employee safety report explaining there were four accidents in the month and three of those accidents involved city vehicles.

Fire Department: Chief Chambers started the departmental review with the total number of responses for the month being 103. The fire department issued thirty burn permits, assisted with twelve motor vehicle accidents, and responded to two fires for the month. Chief Chambers stated the department also had eighteen inspections, and held fire drills at Westwood Middle school and the Raider Academy for the month. The department installed four car seats for citizens, had seven EMS assists, installed twelve smoke alarms in homes, had five vehicle extrications, and assisted South Central Human Resources with a commodities drive. Chief Chambers stated engine 604 will

be put up for sale in September after engine 2 comes into service. The department received the new Dodge Ram, GMC 2500, and Pierce Fire Engine. The department has interviewed new firefighters and offered jobs to four personnel. Chief Chambers stated there was a minor accident with truck 610. Truck 610 sustained scratches on the side of the truck after it struck a mail box. Also, there was a minor accident with Chief Chamber's vehicle where he struck a pole. Chief Chambers is submitting a resolution for the October BOMA meeting to purchase the remaining air packs the department needs. Ten SCBA packs and ten additional bottles, five masks, a blue tooth interface for packs and radios are needed. Captain Price has been working on installing lights, mounting equipment brackets, vehicle chocks, installing radios and readjusted trays to accommodate the fire department's equipment in the Pierce Velocity fire engine. The department worked through some air system issues and repaired those issues. Personnel will start training on the Pierce Velocity fire engine and hope to put it in service in September. Chief Chambers had a vender from NAFECO meet with shift personnel to determine the needs for the vehicle. Shift personnel plus maintenance went over vehicle specifications and made adjustments for the vehicle. The department is waiting on the new drawing and specification from the dealer. Chief Chambers is ordering new beds and mattresses for fire station one. The department is obtaining quotes for a new air compressor and is also looking at a grant to purchase the air compressor. A 100% grant for a new weather sirens tower is also in the works. Chief Chambers explained he has received a new quote for the repeaters of \$58,583.88 which is down \$14,498 from the previous quote. This includes repeaters, two new mobile radios for repeaters and all the programming associated with the upgrade for all portables and vehicles. Chief Chambers stated the Coffee County Sheriff is working on placing a repeater on the tower at the communication center which may or may not help with the issues. The department will not know until the repeater is in place to test the system.

Police Department: Chief Sipe stated the department responded to 1,950 calls for service during the month of August. Chief Sipe stated Officers Zach Smotherman, and Hunter Thompson are currently in their ninth training week at the Tennessee Law Enforcement Academy with three weeks to go before graduation in September. The police Department attended Hands Across the Border. Chief Sipe stated the department is on track to fully utilize the THSO DUI Program funding and the Network. The Manchester police department along with other city departments are preparing for the "Safe on the Square" event on Halloween. School Resource Officer Michael Perez has submitted his resignation and Human Recourses posted this vacancy internally with the posting period concluding today. Interviews are expected to take place this week or next, depending on scheduling availability. Administrative Captain Robertson and Major West attended the TN LifeSavers Conference. Investigator Sneed attended the Tennessee Gang Investigators Association Conference's. Chief Floied attended the FBINA Annual Conference. The department's four remaining Durangos, are currently at the dealership, and are being equipped with emergency equipment. Delivery of the Durango is anticipated within the next two to three weeks. Officer training on the new sidearm weapons has been completed and officers reportedly were pleased with the handling and operation of these firearms. Manchester Police Department has received the MDTs (laptops) designated for each patrol vehicle and is currently awaiting delivery of the vehicle mounting platforms. The software implementation contract has been submitted to Southern Software, which has assigned a project manager to oversee the program's deployment. These MDTs are expected to enhance departmental efficiency through improved field reporting, increase police visibility, provide officers with critical information, and improve response times to calls for service. Chief Sipe stated the department analytics software, "Nucleus" has been fully implemented and will help to keep track of crime trends and provide comprehensive statistical data. The police department has received authorization from the Tennessee Department of Correction to utilize its firearms training facility in Tullahoma. This facility offers an instructional training room, a mock firearms simulator, and an outdoor firing range. Chief Sipe stated the department is continuing efforts to reduce speeding and weight limit violations on Oak Drive. The police

department is continuing radar enforcement in the area to help reduce speeding and has issued several citations. Officers are continuing to monitor traffic for large-capacity vehicles that may be in violation of the four ton weight limit. Director Gannon has installed signage on McArthur Dr. and on Oak Drive near Hills Chapel Road regarding weight limit restrictions. The police department has received award confirmation for the FY25-26 TN Department of Safety & Homeland Security SRO Grant from the state. This is a \$225,000.00 grant award used to fund SRO salaries, benefits, training and equipment. In order to enhance officer and community safety, Chief Sipe purpose equipping the remaining ten patrol vehicles with rifles to effectively respond to high-risk situations such as active shooters and encounters with heavily armed individuals. Chief Sipe explained that standard-issue sidearms and shotguns are not always sufficient in these scenarios. Rifles provide greater accuracy, range, and stopping power, enabling timely and effective threat response. Equipping patrol officers with rifles aligns with modern law enforcement best practices, enhances departmental readiness, and strengthens overall public safety. Chief Sipe anticipates *the cost of these rifles to be somewhere between \$12,000 and \$22,000*. If approved this, the proposal would be submitted to the Finance Committee and would go through the City's bid process. The proposed funding for these rifles would come from the remaining fund balance in the MPD Capital Projects fund. Alderman Messick made a motion to approve sending the purchase of the rifles to finance. The motion was seconded by Alderman Parsley.

OLD BUSINESS:

NEW BUSINESS:

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



CHAIRMAN