



SAFETY COMMITTEE MEETING MINUTES
October 13, 2025 @5 PM
City Hall - Board Room

CALL THE MEETING TO ORDER: Present in the Board Room at City Hall were, Alderman Messick, Alderman French, Alderman Parsley, Police Chief Sipe, Assistant Police Chief Floied, Fire Chief Chambers, and Director Brittany Fiske.

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

APPROVAL OF AGENDA: Alderman French made a motion to approve the agenda. Alderman Messick seconded the motion and the motion passed 3-0.

APPROVAL OF THE MINUTES: Alderman Messick made a motion to approve the September 8, 2025 Safety Committee Minutes, and seconded by Alderman French. 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 three illegal signs for the month. Director Fiske stated she is working on the Slum Clearance Act and updated the board on the three properties that completed the public hearing last month. Director Fiske stated one of the properties has a building permit for repairs, one has a demo permit pulled by the owner, and one is proceeding with the city process to demo the property. Director Fiske presented a finalized safety audit of the Recreation Complex to the board along with recommendations on how to correct items found in the safety audit. Director Fiske completed employees ID badges for her department. Director Fiske ended her departmental review by discussing the employee safety report stating work place accidents are down for the month.

Fire Department: Chief Chambers started his departmental review with the department having 143 total responses for the month. The department issued eighteen burn permits, responded to seventeen motor vehicle accidents and four fires, conducted twenty-one inspections, installed, and inspected multiple car seats, assisted EMS eight times, installed twenty smoke alarms in five homes, and had two vehicle extrications for the month. Chief Chambers stated the department assisted South Central Human Resources with commodities drive which helped feed two hundred and fifty people. Chief Chambers ordered new beds for station one, and completed the painting of both station one and two. Firefighter Nove and Firefighter Thompson completed Fire Instructor course, and Firefighter Graham completed Fire Investigator/ first responder course at the Tennessee Fire Academy. The new utility vehicle is in-service and being used by personnel, and the department received a new GMC 2500 Series truck that is waiting for the camper shell, decals, lights, and radio. Chief Chambers will be submitting a resolution for the November BOMA meeting to purchase the remaining air packs the department needs. Chief Chambers had a NAFECO Vendor meet with shift personnel to determine the needs for the vehicle. Shift personnel (8 personnel representing all three shifts) plus Maintenance Captain Price went over vehicle specifications and adjusted for the vehicle. New drawings were received in Sept 25. Current quote is 1, 143,524 dollars for the new engine. This quote also includes 50K in possible Tariffs and about 60K in emission that may come off due to changes in EPA guidance from current administration. Chief Chambers is obtaining quotes for new air compressor and looking at a grant to possibly purchase it with. Chief Chambers received a new quote for the Repeaters of \$58,583.88 down \$14,498 from previous quote. This includes repeaters, 2 new mobile radios

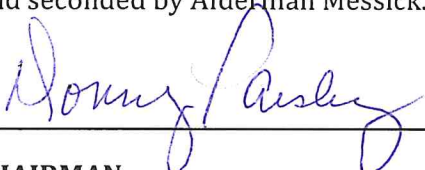
for repeaters and all the programming associated with upgrade for all portable and vehicles. Chief Chambers talked with Sheriff Parton about the repeater for Coffee County. They are working very diligently to get the new repeater installed at the Comm Center. Hopefully with a repeater in the county this will help greatly on our reception inside facilities. Chief Chambers received a quote to replace the stairs at Fire Station 2. This was identified as a safety concern during the Codes Safety Inspection this year.

Police Department: Chief Sipe started his departmental review with the department responding to 1,711 calls for service during the month of September and the department utilizing approximately 34% of the yearly budget. The department is proud to announce that Officers Zach Smotherman and Hunter Thompson have successfully completed their Basic Law Enforcement Training at the Tennessee Law Enforcement Academy. Chief Sipe explained that the officers will now continue their post-academy supervised field training with the Manchester Police Department. Captain Robertson spoke with students in Mr. Barnard's class at Westwood Middle School as part of their Career Choice Program, discussing careers in law enforcement and the role of a police officer. Chief Sipe state the Old Timer's Day Parade and Events seemed to go very well. The department assisted with traffic and crowd control at the event. The Manchester Police Department along with other city departments are preparing for the "Safe on the Square" event. Manchester Police Department's theme for this year is Toy Story. Participating employees will dress in character costumes and engage with citizens and children in attendance. The Department conducted traffic enforcement saturations in Manchester September 19 & 20, 2025 in accordance to the Tennessee Highway Safety Office. Chief Sipe discussed the recent personnel changes and openings within the department; stating the department recently conducted interviews to fill a vacancy created by Officer Perez leaving. Chief Sipe stated he is pleased to announce that an employment offer has been extended to certified officer Kenney Weathers. Officer Weathers brings six years of law enforcement experience, holds a master's degree in Criminal Justice, and is a U. S. Army veteran who achieved the rank of Captain. Sergeant Brown attended the UTLEIC Advanced Leadership Training School and Manchester Police Department officers completed their night firearms training using new sidearms. The Manchester Police Department has received the four remaining Durangos and are currently in the process of applying decals and preparing them for service. Chief Sipe explained his department has received the Mobile Data Terminals designated for each patrol vehicle and is awaiting the delivery of the corresponding vehicle mounting platforms to be delivered. Chief Sipe stated rifles for patrol officers have been ordered to ensure each officer is fully equipped for safety and operational readiness. The Manchester Police Department received notice that the 2025-2026 Tennessee Department of Safety and Homeland Security SRO grant contract has been signed by the commissioner of safety, and Chief Sipe anticipates the release of funding soon. Chief Sipe stated the department is exploring the feasibility of equipping all patrol units with Stop-Sticks. Chief Sipe explained that the Stop-Sticks are proven tire-deflation devices designed to manage and end high-risk vehicle pursuits coming into our city while minimizing the risk of injury to officers, suspects, and the public effectively. In order to have Stop-Sticks in every vehicle the department would need to purchase Sixteen Stop-Sticks. After a discussion among the board Alderman Messick made a motion to send the purchase of Sixteen Stop-Sticks for \$9,799 to Finance. The motion was seconded by Alderman French and the motion passed 3-0.

OLD BUSINESS:

NEW BUSINESS:

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



CHAIRMAN