

**CITY OF MANCHESTER**  
**WATER & SEWER COMMISSION AGENDA**  
**January 9TH, 2025 @ 3:00 P.M.**  
**City Hall Board Room**

---

- **3:00 pm Call to Order**
- **Citizen Comments**
- **Review of previous minutes**
- **Mayor's Report**
- **Director's Report**
- **New Business**
  1. **Introduction of new officers and alderman.**

**Gary Hunt – Secretary**

**Nelson Watson – Vice Chairman**

**Mike Anderson – Chairman**

**Julie Anderson - Alderman**
  2. **Asset Management Administrator position and filled by Kevin Raney.**
  3. **Assistant Director Position open for applicant. Currently posted on City of Manchester website, TAUD, and LinkedIn.**
  4. **Posting positions available: Light Equipment Operator (2), Meter Reader, Press Operator. Unfilled positions from previous employees.**
  5. **Insituform still has not submitted report as of 1/3/2025. Proceed with liquidated damages for not meeting the specifications of the agreement portion of the contract. As of the last Commission meeting, we had only received a small portion of the data.**

- 6. Wastewater Operations Manager position.**
- 7. Water extension for JE Sartain Rd. Was previously approved by Commission and Board. Coffee County is willing to lay pipe and pay for the water extension.**
- 8. Customers using their own metering devices to fill up water tanks must rent one from MWSD. Fee of meter rental is \$875.00 deposit. The usage amount is taken out of deposit after returned and read. Meter must be returned after usage. Contractors using their own meters are liable for prosecution.**
- 9. Purchase of Ford F150.**
- 10. Bid on the gate and fencing for shop did not get awarded out. Awaiting quote from Southern Gate and Fence out of McMinnville.**

- Adjourn**

Live Stream Link: <https://www.youtube.com/@CityOfManchesterTennessee>