

The City of Manchester
Safety Committee Minutes
July 6, 2016

Call the Meeting to Order:

Chairman Kilgore called the meeting to order. Present for the meeting were Chairman Kilgore, Alderman Pauley, Mayor Norman, Alderman Bryan, Fire Chief Chambers, Alderman Swan, Assistant Police Chief Floied, Finance Director Anderson, Codes Director Sain, Major Sipe, and guest.

Approval of the Minutes:

Alderman Pauley made motion to approve the June 1, 2016 Minutes and the motion to approve the minutes passed.

Departments:

- a. **Police Department:** Assistant Police Chief Floied stated there were two event applications submitted for the same day in November from the American Legion and Veterans. He stated that there has been a conflict between American Legion and 2 Veterans groups. He stated that he's recommending all three groups to come before the board in August to decide which of the groups should be approved for the same day event. The events are requested to be on the County Court property but the streets need blocked which causes City involvement. The police department and Mayor's signature is required on the applications and due to the conflict between the groups it would be best for the groups to decide which group will be approved for November. Chief Assistant Floied stated his recommendation is to have the groups come before the board at the first meeting in August. Chairman Kilgore and Alderman Pauley concurred for a recommendation for the groups to attend the full board meeting the first meeting in August (August 2).

He further stated that the police department would like to purchase a truck using the drug fund money from State surplus for \$28,500. It was concurred that this is an approved item in the budget. Alderman Kilgore made a motion to bring an ordinance to the full board and the motion was approved and passed. Assistant Chief Floied said the current blue truck the police has been using will be sold.

He stated they would like adopted an ordinance to raise the fee from \$26 to \$40 for civil service to serve papers to citizens. He stated that TSA permits the police to do this service for the fee. It was stated that the defendant pays the serving fee.

US Marine Corp. has ask for a letter of understanding to do training and the Mayor has signed for them to be in Manchester for the training over the next 3

years. He stated Attorney Ewell was consulted and the corp. will need to notify the police department in advance of training dates and location.

- b. **Fire Department:** Fire Chief Chambers discussed the monthly report; Park Motel still closed from on-going investigation, repair of vehicle, training, installed 20 smoke alarms in 6 homes, trained Great Lakes Cheese workers with Annual Fire Extinguisher Training, 25 burn permits issued, etc. (Report given to Safety Committee). He further stated the report shows the fire department had 145 calls this year above last year with the biggest dollar losses of a house on Woodcrest and one on Coffee Street- no injuries. He stated the second page was a graph of information, 3rd page is summary by incidents, and the last page is a comparison report.

He stated some of the fire department personnel went to Alabama to check for a cost to refurbishing the 607 Engine. He stated the disappointing news about the refurbishing was the motor may need to be replaced to handle the amount of water needed for a fire. He further stated right now they can use 2-3 engines with 3,000 gallons of water to meet the minimum requirement. There was discussion of cost of motor and repair of fire truck and the cost of a fire truck they viewed; the fire truck was made for Florida and had enhancements Manchester didn't require. There was discussion regarding that once the cost of refurbishing the truck is determined to compare it to the cost of a new fire truck.

- c. **Codes Department:** Codes Director Sain stated the inter-department safety meeting was yesterday and last month one accident was reported. The street dept. was bush hogging and cut into a utility pole about ½ through and it wasn't reported until the next day; should we had inclement weather the pole could have fallen which would have impeded power and traffic. He advised them that all incidents need reported immediately. He further stated that he will be walking through the buildings for safety checks as OSCHA should be here any time for their inspections.

He stated that he had approved to hire a Codes inspector and the position has been in the budget for the last two years. Codes Director Sain stated that Brittany will be passing her test next week and he is requesting to post the position Codes Inspector. There was discussion regarding the budget was approved and they committee concurred that the position is available and could be posted and to post the Codes Assistant position as well.

He stated that it was suggested for "Safety" to be moved to the Finance Department. He stated with hiring another person in his office that Codes could continue handle the safety issues. Mayor Norman stated the "safety" needed to remain in codes as finance works with budget. The members concurred with Mayor Norman.

Alderman Swan stated she received a call about the debris placed at the curb on Johnson Street. She said it was from residents in a rental house; the family had placed furnishings for large pick-up by the street department. She further stated it took 2 trips for the street department to remove the items and discovered it was full of bed bugs. She stated the neighbors who called her were concerned about the bed bugs and if the City had any policy to handle. It was stated for Jamie to call the County Health Department for instruction or to report. Codes Director Sain stated the items were outside and Codes really didn't have any authority "under roof" unless remodeling, etc. However, Brittany and himself visited the site and made the family aware to keep the yard cut and keep debris off the property.

Adjournment:

Being no other business to discuss the meeting was adjourned by Chairman Kilgore.

Signature:

On File