

CITY OF MANCHESTER
BOARD OF MAYOR AND ALDERMEN
Meeting Minutes
February 7, 2023, @ 6:30 pm
City Hall Board Room

The Board of Mayor and Aldermen met in regular session at 6:30 p.m. in the Board Room at Manchester City Hall. The meeting was presided by Mayor Howard. Present for the meeting were Mayor Howard, Alderman Anderson, Alderman Bellamy, Alderman Hobbs, Vice Mayor Messick, Alderman Parsley, Attorney Johnson, Finance Director Myers, Executive Administrative Assistant Keele, Police Chief Sipe, Assistant Police Chief Floied, Fire Chief Chambers, Community Development & Zoning Director Brittany Fiske, Public Works Kristina Moore, MWSD Director Phillip Miller, Parks/Rec Director Fox, Assistant Parks/Rec Director Johnson, I.S. Director Smotherman, Engineer Scot St. John, and other citizens. Absent was Alderman French. The meeting opened with a prayer by Pastor John Daniel, and the pledge to the flag was spoken in unison. Mayor Howard called the meeting to order.

ROLL CALL:

Finance Director Myers called the roll.

APPROVAL OF MINUTES:

Alderman Parsley made a motion to approve the January 3, 2023 BOMA and Beer Board Meeting Minutes; seconded by Alderman Hobbs. The minutes passed 5-0.

CORRESPONDENCE: none

COMMENTS FROM CITIZENS: none

COMMENTS FROM MAYOR: Mayor Howard congratulated Alderman Parsley and his wife Susan on the birth of their new grandbaby and thanked everyone for attending tonight's meeting.

Safety Committee- Alderman Hobbs stated they would meet next Monday (2-13-23)

Finance Committee- Alderman Hobbs stated they will meet next Monday (2-13-23) starting 2023-24 Budget Season.

Street Committee- Vice Mayor Messick stated they would meet Thursday (2-9-23) and Director Fiske would be present.

Water /Sewer Commission- Director Miller stated the next meeting would be 2-9-23

Recreation Commission- Alderman Anderson discussed the Rec. Complex tour with the BOMA and thanked everyone that participated.

Tourism Development Commission- Alderman Hobbs stated they will meet 2-13-23 and discussed the composition of the new commission.

Planning & Zoning Commission- Vice Mayor Messick stated they meet once a month (2-20-23).

Information Systems Committee- Alderman Parsley stated nothing to report. New sound system being put in this month.

Historic Zoning Commission- Director Fiske stated they met last Thursday and awarded 3 ARC Grants.

RESOLUTIONS & ORDINANCES

Resolutions:

- a. A resolution amending the Physical Development Plan of the City of Manchester applicable to property at 118 Ester Lane (Michael and Sonya Jernigan); sponsored by Vice Mayor Messick. Vice Mayor Messick made a motion to approve and seconded by Alderman Hobbs. Mayor Howard opened the floor to a public hearing and resident Eric Sanders discussed flooding, sewer issues, and traffic issues. A discussion ensued with Director Fiske and the BOMA. Mayor Howard called for the vote. The resolution failed 0-5. Nay votes- Alderman Parsley, Vice Mayor Messick, Alderman Hobbs, Alderman Anderson, Alderman Bellamy.
- b. A resolution applying for an Economic Development Administration grant for improvements to the Manchester Sewer System; sponsored by Vice Mayor Messick. Alderman Hobbs made a motion to approve and seconded by Vice Mayor Messick. Mayor Howard opened the floor to discussion. A discussion ensued and Mayor Howard called for the roll. The resolution passed 5-0
- c. A resolution to approve a contract with a change order in the amount of Two Hundred Fifty-Five Thousand Seven Hundred Eighty Dollars (\$255,780.00) with Norris Brothers Excavating, LLC for water main improvements, Project #102-178; sponsored by Vice Mayor Messick. Attorney Johnson discussed the resolution. Alderman Hobbs made a motion to approve and seconded by Alderman Anderson. Mayor Howard opened the floor to discussion and called for the roll. The resolution passed 5-0.
- d. A resolution approving a lease to own agreement with Enterprise FM Trust, over a Five (5) year term, in the total amount of Nine Hundred and Nineteen Thousand Three Hundred and Sixty-Four and 40/100 Dollars (\$919,364.40) for the Lease/Purchase of Nineteen (19) Police vehicles; sponsored by Alderman Hobbs. Vice Mayor Messick made a motion to table and seconded by Alderman Parsley. The motion passed to table 5-0.

Ordinances:

- a. 2nd reading of an ordinance rezoning property owned by Mike Jernigan at 118 Ester Lane from R-1 to R-3; sponsored by Vice Mayor Messick. Null Resolution (a) Failed
- b. 2nd reading of an ordinance rezoning property owned by Jan Hammonds E.T. AL., on 196 and 230 Campground Road and recently annexed into the City as C-2 Commercial; sponsored by Vice Mayor Messick. Alderman Anderson made a motion to approve and seconded by Alderman Parsley. Mayor Howard opened the floor to a public hearing and called for the roll. The ordinance passed 2nd and final reading 5-0.
- c. 2nd reading of an ordinance to amend Manchester Municipal Code 12-301 relative to Building Permit Fees; sponsored by Vice Mayor Messick. Vice Mayor Messick made a motion to approve and

Alderman Parsley seconded the motion. Mayor Howard opened the floor to discussion and called for the roll. The ordinance passed 2nd and final reading 5-0.

- d. 2nd reading of an ordinance to add a provision to Title 14 Chapter 4 of Manchester Municipal Code to regulate Travel Trailers; sponsored by Vice Mayor Messick. Alderman Anderson made a motion to approve and seconded by Alderman Hobbs. Mayor Howard opened the floor to discussion. Alderman Anderson discussed provisions for residents to live in travel trailers while building a home. A discussion ensued with Director Fiske and the BOMA. Vice Mayor Messick made a motion to table till 4-4-23 and to send back to Planning Commission to develop another ordinance to address living in a travel trailer while building a home. Alderman Parsley seconded the motion. Mayor Howard called for the roll and the motion to table to 4-4-23 passed 5-0. Mayor Howard called for the roll on the original motion and the motion passed 5-0.
- e. 2nd reading of an ordinance amending the Budget Ordinance for Fiscal Year 2022-23, Ordinance No. 1654; sponsored by Alderman Hobbs. Alderman Anderson made a motion to approve and seconded by Alderman Hobbs. Mayor Howard opened the floor to discussion and a discussion ensued. Mayor Howard called for the roll. The motion passed 5-0.
- f. 1st reading or an ordinance to rezoning a portion owned by Common John Brewing Company at 210 Woodbury Highway from R-3 to C-3; sponsored by Vice Mayor Messick. Alderman Hobbs made a motion to approve and seconded by Vice Mayor Messick. Mayor Howard opened the floor to discussion and called for the roll. The ordinance passed 1st reading 5-0.
- g. 1st reading or an ordinance amending Title 14, Chapter 3 of the Manchester Municipal Code, the same being the Zoning Ordinance of the City of Manchester, Tennessee, to amend the definition of Wholesale Sales; sponsored by Vice Mayor Messick. Vice Mayor Messick made a motion to approve and seconded by Alderman Anderson. Mayor Howard opened the floor to discussion and called for the roll. The motion passed 5-0.

OLD BUSINESS:

NEW BUSINESS

- Director Fox discussed the Rec. Complex Roof Bid Resolution and the 4 options (1 base bid and 3 alternates). Alderman Anderson made a motion to follow the Recreation Commission and proceed with the Base Bid and all the alternates to replace the entire roof at one time and seconded by Alderman Bellamy. Director Fox and Stacy Slaubaugh with St. John Engineering Firm discussed with the board the different options. A discussion ensued with the BOMA. Alderman Anderson called for a vote. The motion failed 3-2 with Alderman Hobbs & Vice Mayor Messick voting nay. Alderman Hobbs made a motion to approve Base Bid and Option 1 and seconded by Vice Mayor Messick. The motion failed 3-2 with Alderman Bellamy and Alderman Parsley voting nay. Stacy Slaubaugh discussed fixing the entire roof. Vice Mayor Messick made a motion to approve Base Bid with Option 1 and removed his motion. Alderman Hobbs made a motion to reconsider Alderman Andersons original motion to approve the Base Bid and all alternates and Mayor Howard called for the roll and the motion passed 4-1 with Vice Mayor Messick voting nay.
- MPD Major Position Job Description- Alderman Hobbs made a motion to approve the revised job description and seconded by Vice Mayor Messick. The revised MPD Major job description passed 5-0.
- MPD Mobile/Generator Lighting Policy- Attorney Johnson discussed the policy. Alderman Hobbs made a motion to approve the new policy and seconded by Vice Mayor Messick. The motion passed 5-0.
- Inspector for Waite St. Project- Adam Carter with St. John Engineering firm discussed the need for an inspector and the cost estimate is 25,000.00. Vice Mayor Messick made a motion to approve and seconded by Alderman Anderson. The motion passed 5-0.
- Planning & Zoning Commission - UGB residents two vacancies – 5yr term – Mayoral Appt. Mayor Howard appointed Rob Clutter and Brad Goodwin as the UGB members to the Planning and Zoning Commission.
- Voya – Finance Director Myers – Authorized Representative. Alderman Parsley made a motion to add Finance Director Lisa Myers as the trustee to the Voya Account and seconded by Alderman Hobbs. The motion passed 5-0.

COMMENTS FROM BOMA: Alderman Anderson discussed the Rec Complex 20-year anniversary. Alderman Bellamy made a motion to give Director Phillip Miller his accrued sick time from his previous job, just the same as Director Myers and the Assistant Finance Director. Alderman Anderson seconded this for the purpose of discussion. A discussion ensued about a need for a resolution with the correct numbers that were being voted on. Attorney Johnson stated a resolution would need to be prepared for the 3-7-23 BOMA meeting to be voted on. Alderman Bellamy made a motion to present a resolution at the next BOMA for Director Miller and seconded by Alderman Anderson. The motion passed 5-0.

ADJOURNMENT:

- Being no further business to discuss, Mayor Howard asked for a motion to adjourn and Alderman Hobbs made the motion. The motion was seconded by Alderman Parsley The motion to adjourn was passed 5-0. The meeting adjourned at 8:05 p.m.

SIGNATURES:

Mayor Marilyn Howard

Executive Administrative Assistant Keele