

CITY OF MANCHESTER
BOARD OF MAYOR AND ALDERMEN
Meeting Minutes
April 5th, 2022 @ 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, Vice Mayor Messick, Alderman Bellamy, Alderman Patton, Alderman Nickels, Attorney Ewell, Finance Director Anderson, Executive Administrative Assistant Keele, Police Chief Yother, Assistant Police Chief Floied, Fire Chief Chambers, Community Development & Zoning Director Brittany Fiske, Public Works Director Gannon, Information Systems Director Smotherman, Water/Sewer Director Pennington, Assistant Director Water/Sewer Dana Douglas, Parks & Rec Director Fox, Assistant Parks/Rec Director Johnson, Engineer Adam Carter, and other citizens. Absent was Alderman French and Alderman Elam. The meeting opened with a prayer by Pastor Brown, and the pledge to the flag was spoken in unison. Mayor Howard called the meeting to order.

ROLL CALL:

Finance Director Anderson called the roll.

APPROVAL OF MINUTES:

Vice Mayor Messick made a motion to approve the March 1, 2022, BOMA Minutes and seconded by Alderman Patton. The motion passed 4-0.

CORRESPONDENCE: none

COMMENTS FROM CITIZENS: none.

COMMENTS FROM MAYOR: Mayor Howard announced D.O.T foods has brought their company to the Manchester Industrial Park. Rich and Larry of DOT foods did a presentation.

COMMITTEES:

Safety Committee- nothing to report.

Finance Committee-Alderman Bellamy stated they had approved the second budget amendment and are working on the 2022-23 Budget.

Street Committee- Vice Mayor Messick announced they had poured concrete on the Hills Chapel Sidewalk Project.

Water /Sewer Commission- nothing to report

Recreation Commission- nothing to report

Tourism Development Commission- nothing to report

Planning & Zoning Commission- Director Fiske announced the next meeting would be April 18.

Information Systems Committee- nothing to report

Historic Zoning Commission- Alderman Bellamy stated there would be a meeting this Thursday.

RESOLUTIONS & ORDINANCES

Resolutions:

- a. A resolution adopting a Plan of Services preliminary to annexation of Eighty-Three and Six Hundredths (83.06) acres of property owned by Linda Crosslin located on McMinnville Highway; sponsored by Vice Mayor Messick. Alderman Nickels made a motion to approve and seconded by Alderman Patton. Mayor Howard opened the floor to discussion and called for the roll. The resolution passed 4-0.
- b. A resolution proposing annexation by written consent of Eighty-Three and 6/100 (83.06) acres, more or less, owned by Linda Crosslin located on McMinnville Highway, described in Book W302, Page 155, Register's Office of Coffee County, Tennessee; sponsored by Vice Mayor Messick. Alderman Nickels made a motion to approve and seconded by Alderman Bellamy. Mayor Howard opened the floor to discussion and called for the roll. The resolution passed 4-0.
- c. A resolution annexing Eighty-Three and Six Hundredths (83.06) acres of property owned by Linda Crosslin located on McMinnville Highway; sponsored by Vice Mayor Messick. Alderman Nickels made a motion to approve and seconded by Vice Mayor Messick. Mayor Howard opened the floor to discussion and then called for the roll. The resolution passed 4-0.
- d. A resolution adopting a Plan of Services preliminary to Annexation of Eleven and 953/1000 (11.953) acres of property owned by John Kenneth McMahan and Robert S. McMahan located on Bashaw Creek Road; sponsored by Alderman French. City Attorney Ewell discussed the conflicts and a lack of quorum and it was the boards pleasure on postponing. Alderman Bellamy made a motion to postpone. Vice Mayor Messick seconded the motion. Mayor Howard called for the roll to postpone 4-0.
- e. A resolution proposing annexation by written consent of Eleven and 953/1000 (11.953) acres, more or less, owned by John Kenneth McMahan and Robert S. McMahan located on Bashaw Creek Road, described in Book W381, Page 740, Register's Office of Coffee County, Tennessee; sponsored by Alderman French. Alderman Bellamy made a motion to postpone after Attorney Ewell discussed the conflict and lack of quorum. Vice Mayor Messick seconded the motion. Mayor Howard called for the roll to postpone 4-0.

- f. A resolution annexing Eleven and 953/1000 (11.953) acres of property owned by John Kenneth McMahan and Robert S. McMahan located on Bashaw Creek Road; sponsored by Alderman French. Alderman Bellamy made a motion to postpone after Attorney Ewell discussed the conflict and lack of quorum. Vice Mayor Messick seconded the motion. Mayor Howard called for the roll to postpone 4-0.
- g. A resolution adopting a Plan of Services preliminary to annexation of Fifty-Six and 60 Hundredths (56.6) acres of property owned by Allan Howard and wife, Marilyn J. Howard, located on Bashaw Creek Road; sponsored by Vice Mayor Messick. Alderman Patton made a motion to approve and seconded by Alderman Bellamy. Vice Mayor Messick opened the floor to discussion and called for the roll. The resolution passed 4-0.
- h. A resolution proposing annexation by written consent of Fifty-Six and 60/100 (56.6) acres, more or less, owned by Allan Howard and wife, Marilyn J. Howard, located on Bashaw Creek Road, described in Book W393, Page 106, Register's Office of Coffee County, Tennessee; sponsored by Vice Mayor Messick. Alderman Bellamy made a motion to approve and seconded by Alderman Patton. Vice Mayor Messick opened the floor to discussion and called for the roll. The resolution passed 4-0.
- i. A resolution annexing Fifty-Six and 60/100 (56.6) Acres of Property owned by Allan Howard and wife, Marilyn J. Howard located on Bashaw Creek Road; sponsored by Vice Mayor Messick. Alderman Bellamy made a motion to approve and seconded by Alderman Patton. Vice Mayor Messick opened the floor to discussion and called for the roll. The resolution passed 4-0.
- j. A resolution amending the Physical Development Plan of the City of Manchester (South Spring Street – Fletcher); sponsored by Vice Mayor Messick. Attorney Ewell discussed with the BOMA the resolution will be heard in May due to required notice.
- k. A resolution amending the Physical Development Plan of the City of Manchester (Interstate Drive – Parker); sponsored by Mayor Howard. Attorney Ewell discussed with the BOMA the resolution will be heard in May due to required notice.
- l. A resolution to adopt a policy response to workplace-related incidents of sexual misconduct, domestic violence, and dating violence; sponsored by Alderman Elam. Alderman Nickels made a motion to approve and seconded by Vice Mayor Messick. Mayor Howard opened the floor to discussion and called for the roll. The resolution passed 4-0.
- m. A resolution was introduced by City Attorney Ewell approving a purchase and sale agreement with DOT Realty, LLC for sale of 63.02 acres of property in the Manchester Industrial Park and further authorizing the Mayor to execute any documents to effectuate the sale as set forth therein; Alderman Nickels made a motion to approve and seconded by Alderman Patton. Mayor Howard opened the floor to discussion and called for the roll. The resolution passed 4-0.

Ordinances:

- a. 2nd reading of an ordinance to amend Ordinance 1583 relative to the Franchise for Refuse Services; sponsored by Vice Mayor Messick. Vice Mayor Messick made a motion to approve and seconded by Alderman Patton. Mayor Howard opened the floor to discussion and called for the roll. The ordinance passed final reading 4-0.
- b. 2nd reading of an ordinance to amend/establish fees for the use of the Recreation Center swimming pool; sponsored by Alderman Nickels. Alderman Nickels made a motion to approve and seconded by Vice Mayor Messick. Mayor Howard opened the floor to discussion and Brian Gilday spoke to the board and discussed the ordinance and issues he has with it (2) and (4). Mayor Howard called for the roll and the ordinance failed 3-1 with Alderman Bellamy voting nay Alderman Bellamy made a motion to reconsider and no second.
- c. 1st reading of an ordinance to implement/establish impact fees; sponsored by Vice Mayor Messick. Attorney Ewell asked for the ordinance to be moved to new business for discussion. Vice Mayor Messick made a motion to move to new business and seconded by Alderman Patton. The motion to move to New Business passed 4-0.
- d. 1st reading of an ordinance zoning Eleven and 953/1000 (11.953) acres owned by John Kenneth McMahan and Robert S. McMahan recently annexed into the City as R-4 Residential; sponsored Alderman French. Ordinance deferred to May meeting.
- e. 1st reading of an ordinance zoning Fifty-Six and Sixty Hundredths (56.60) acres owned by Allan Howard and wife, Marilyn J. Howard, recently annexed into the City as R-4 Residential; sponsored by Vice Mayor Messick. Alderman Nickels made a motion to approve and seconded by Alderman Patton. Vice Mayor Messick opened the floor to discussion and called for the roll. The ordinance passed 1st reading 4-0.
- f. 1st reading of an ordinance amending Title 14, Chapter 6, Sections 1 and 2 of the Manchester Municipal Code, the same being the Zoning Ordinance of the City of Manchester, Tennessee, to amend that Ordinance and Zoning Map to provide that Real Estate owned by Stephen C. Fletcher and wife, Elissa Fletcher, located on South Spring Street be Rezoned R-4 Residential from R-3 Residential; sponsored by Vice Mayor Messick. Vice Mayor Messick made a motion to approve and seconded by Alderman Patton. Mayor Howard opened the floor to discussion and called for the roll. The ordinance passed 1st reading 4-0.

- g. 1st reading of an ordinance amending Title 14, Chapter 6, Sections 1 and 2 of the Manchester Municipal Code, the same being the Zoning Ordinance of the City of Manchester, Tennessee, to amend that Ordinance and Zoning Map to provide that Real Estate owned by Donald Parker located on Interstate Drive be Rezoned R-4 Residential from C-3 Commercial; sponsored by Mayor Howard. Alderman Nickels 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 4-0.

10. OLD BUSINESS none

11. NEW BUSINESS

- (3) Ordinances Crosslin Property
- City Attorney Ewell introduced a first reading of an ordinance zoning Eleven and Fifteen One-Hundredths (11.15) acres owned by Linda Crosslin recently annexed into the City as C-3 Commercial; sponsored by Vice Mayor Messick. Alderman Nickels made a motion to approve and bundle all 3 Crosslin properties for a vote to approve and seconded by Vice Mayor Messick. Mayor Howard opened the floor to discussion and called for the roll. The ordinance passed first reading 4-0.
- City Attorney Ewell introduced a first reading of an ordinance zoning Sixty and Fifty-Four One-Hundredths (60.54) acres owned by Linda Crosslin recently annexed into the City as R-3 Residential; sponsored by Vice Mayor Messick. Alderman Nickels 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 first reading 4-0.
- City Attorney Ewell introduced a first reading of an ordinance zoning Eleven and Thirty-Eight One-Hundredths (11.38) Acres owned by Linda Crosslin recently annexed into the City as R-4 residential; sponsored by Vice Mayor Messick. Alderman Nickels 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 first reading 4-0.
- Medical/Health Insurance Plan City Attorney Ewell introduced a first reading of a resolution approving a contract with Blue Cross/Blue Shields & Gerber Life Insurance Company in an amount not to exceed One Million Three Hundred Eleven Thousand One Hundred Twenty-Eight Dollars (\$1,311,128) based on current enrollment for Group Health Insurance for employees and officials of the City of Manchester; sponsored by Alderman Bellamy. Vice Mayor Messick made a motion to approve and seconded by Alderman Nickels. Mayor Howard opened the floor to discussion and Alderman Nickels made a disclaimer that Lester/Greene/McCord owns an interest in his business but he does not in theirs and will be participating. Chelsy Cvendet spoke to the board about other health insurance plans which will save the city a minimum of 130,000. Mayor Howard called for the roll and the resolution passed 4-0.
- Fire Inspector Position – Mayor Howard discussed that the certification for qualification needed to be changed to 12 months fire inspection certification per MTAS original job description. Alderman Nickels made a motion to approve and seconded by Vice Mayor Messick. The motion passed 4-0.
- TDEC Lighting Grant additional funding – AJ discussed a potential increase of funding to the TDEC Ball Field Lighting Grant from 1 million to 1.5 million. AJ discussed speaking with TDEC regarding a increase in funding due to cost of materials and manpower. A discussion ensued and Alderman Nickels made a motion to let the state know we are interested in the 250,000 if needed and seconded by Vice Mayor Messick. Mayor Howard opened the floor to discussion and called for the roll. The motion passed 4-0.
- Animal Control; Alderman Nickels discussed with the board taking the word “vicious” out of ordinance 10-301(2) Alderman Nickels made a motion to delete “vicious code” MMC 10-301(2E) first reading and seconded by Alderman Patton. Mayor Howard opened the floor to discussion and called for the roll. The ordinance passed first reading 4-0.
- Revision of Hours for Beer Sales; Alderman Nickels discussed with the board to extend beer sales on Sundays. Alderman Nickels made a motion to make the same rules for everyone as the ABC rules apply and seconded by Vice Mayor Messick. Mayor Howard opened the floor to discussion and called for the roll. The ordinance passed first reading 4-0
- GMECD-Action Plan-Katy Riddle discussed the completed action plan for the GMEC and handed out a booklet. Alderman Nickels wanted in the minutes” reducing the money in the tourism fund and redirected in the General Fund to the GMECD fund.
- Attorney Ewell discussed with the BOMA “Impact Fee” and the Manchester Charter language regarding impact fees. Attorney Ewell discussed the “Adequate Facility Tax”. The board asked that everyone meet in a worksession.

COMMENTS FROM BOMA: Alderman Bellamy asked that the swim ordinance be brought back next time because everything is not ironed out. Vice Mayor Messick discussed that the BOMA is obligated to meet on the first Tuesday of every month no matter how long it takes.

ADJOURNMENT:

- Being no further business to discuss, Mayor Howard asked for a motion to adjourn and Alderman Nickels made the motion. The motion was second by Alderman Bellamy. The motion to adjourn was passed 4-0. The meeting adjourned at 8:18 p.m.

SIGNATURES:

Mayor Marilyn Howard

Executive Administrative Assistant Keele