

JUSTIN HANSON
Mayor



TINA DUNN
Recorder-Treasurer

City of Covington

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THE MEETING OF THE BOARD OF MAYOR AND ALDERMEN OF THE CITY OF COVINGTON,
TENNESSEE ON APRIL 9, 2019 at 5:30 p.m.

1. Meeting to be called to order by Mayor Justin Hanson.
2. Invocation to be given by Alderwoman Johnetta Yarbrough.
3. Pledge of Allegiance to the Flag to be led by Alderwoman Minnie Bommer.
4. Minutes of the Preceding Meetings to be approved.
5. Report from Committees:
 - Minutes of the General Welfare – Public Safety Committee Meeting
 - Minutes of the Public Works Committee Meeting
6. Additions to the Agenda.
7. Welcome to visitors and grievances from citizens.
8. Report from Mayor Justin Hanson:
 - Request from Covington FFA Alumni – Tractor Ride
 - Proclamation – Boys & Girls Week
 - Updates
9. Report from Recorder-Treasurer Tina Dunn:
10. Report from City Attorney Rachel Witherington
11. Old Business:
12. New Business:
 - Ordinance 1712 (Rezoning Baskin Property) (Public Hearing) ready for approval on third and final reading.
 - Resolution 2019-5 – Cross Connection Plan
 - Bills Over/Under \$1,000.00 ready for Board Approval

The Board of Mayor and Aldermen met at City of Covington on March 26, 2019 at 5:30 p.m. with the following members present: Mayor Justin Hanson, Aldermen: Danny Wallace, Keith Phelps, Johnetta Yarbrough, C H Sullivan, Minnie Bommer, and Jeff Morris. Also present were Public Works Director David Gray, Building Official Lessie Fisher, Personnel Director Tiny Rose, Assistant Fire Chief Richard Griggs, Park & Recreation Director Joe Mack, Police Chief Buddy Lewis, City Attorney Rachel Witherington, and Recorder-Treasurer Tina Dunn.

Meeting was called to order by Mayor Justin Hanson.

Invocation was given by Alderwoman Minnie Bommer.

Pledge of Allegiance to the Flag was led by Alderwoman Johnetta Yarbrough.

Motion was made by Alderman C H Sullivan and seconded by Alderwoman Johnetta Yarbrough that the Minutes of the Preceding Meetings be approved as distributed to the Board (See Attached). Motion passed.

Motion was made by Alderwoman Minnie Bommer and seconded by Alderman Danny Wallace to approve the Minutes of the General Welfare – Public Relations Committee Meeting (See Attached). Motion passed.

Motion was made by Alderman Jeff Morris and seconded by Alderwoman Johnetta Yarbrough to approve the Minutes of the Finance & Administration Committee Meeting (See Attached). Motion passed.

Mayor Hanson presented the contract between A2H and the City of Covington for the 2018 Transportation Alternative Project for the Hwy 51 Connection for approval (See Attached).

Motion was made by Alderman C H Sullivan and seconded by Alderwoman Minnie Bommer to approve the contract between A2H and the City of Covington for the 2018 Transportation Alternative Project. Motion passed.

Mayor Justin Hanson presented the request from Gateway Baptist Church to close the west side of the square for the Community Easter Egg Hunt on April 21, 2019 (See Attached).

Motion was made by Alderman C H Sullivan and seconded by Alderwoman Minnie Bommer to approve the request from Gateway Baptist Church pending public safety approval. Motion passed.

Recorder-Treasurer Tina Dunn presented the sales tax report for collections received in March, 2019 (See Attached).

Motion was made by Alderman C H Sullivan and seconded by Alderwoman Johnetta Yarbrough to approve the report from Recorder-Treasurer Tina Dunn. Motion passed.

City Attorney Rachel Witherington discussed the delinquent tax sale. In this tax sale, the property located at 408 Valley was not purchased. The City can purchase this property in the amount of \$635.28.

Motion was made by Alderwoman Minnie Bommer and seconded by Alderman C H Sullivan to approve the purchase of 408 Valley at a cost of \$635.28. Motion passed.

Public Hearing for Ordinance 1711 (Ritter Communication Franchise Fee) for third and final reading was called to order. There being no public comments, the public hearing was closed (See Attached).

Motion was made by Alderman C H Sullivan and seconded by Alderman Keith Phelps to approve Ordinance 1711 (Ritter Communication Franchise Fee) on third and final reading.
Voting Aye: Sullivan, Morris, Bommer, Yarbrough, Phelps, Wallace
Voting Nay: None
Motion passed.

Mayor Justin Hanson presented Ordinance 1712(Rezoning Baskin Property) for approval on second reading (See Attached).

Motion was made by Alderman C H Sullivan and seconded by Alderman Jeff Morris to approve Ordinance 1712 (Rezoning Baskin Property) on second reading. Motion passed.

The bills over \$1,000.00 were presented for approval:

A T & T	Various Depts	Telephone	\$ 1,111.78
A2H	General	Frazier Park Project	\$ 6,953.00
A2H	Sewer	Sewer System Rehab	\$ 12,750.00
A2H	Water	Rialto Water Line Extension	\$ 1,487.00
Aerial Truck Equip. Co.	Gas	Equipment	\$ 7,750.00
Atty Witherington	General	Professional Services	\$ 2,205.00
Barge Waggoner	Airport	LED Lighting Project	\$ 3,270.00
BFI N Shelby Landfill	WWTP	Sludge Disposal	\$ 4,607.39
BNY Mellon	PB Acct Bond	Interest Pymt on Bond	\$ 1,798.14
Brenntag Mid-South	WWTP	Chemicals	\$ 2,510.00
Centerpoint Energy	Gas	Purchased Gas	\$ 218,021.61
City of Covington Gas	General	Newman Property-Capital Outlay Note	\$ 39,288.89
City of Covington Gas	Gen/Sanit	Equipment- Capital Outlay Note	\$ 33,267.72
City of Covington Gas	General	Fire Apparatus - Capital Outlay Note	\$ 67,469.34
CO-OP	Various Depts	Supplies	\$ 2,985.70
Cummins Sales & Service	WWTP	Repair Vents, Hoses, Batteries, Coolant	\$ 2,437.92
Harwell Construction	Pool	Roof Replacement for Pump House	\$ 2,250.00
Home Depot	Various Depts	Supplies	\$ 1,795.54
James P. Murdaugh	General	Legal Fees	\$ 5,560.00
Kristin Mathis	General	Travel	\$ 400.99

Northern Tool & Equipment	Airport	Sprayer	\$ 1,749.00
Pinnacle Planning Advisors	General	Strategic Plan & Vision Retreat	\$ 5,843.87
Republic Services	Sanitation	Waste Collection	\$ 75,624.13
Richard Griggs	Fire	Travel	\$ 124.00
Sanford Geary	Maint	Installation of Lights and Lift	\$ 1,108.00
Sanford Geary	General	Timer for Light	\$ 1,000.00
Tri-State	Gas	Gas Inventory Materials	\$ 5,737.18
United Systems	Water	Inventory/ Repair & Maint.	\$ 9,470.61
Verizon	Various Depts	Phone	\$ 1,217.37
Wooten Oil Company	Various Depts	Fuel	\$ 1,240.71
		TOTAL	\$ 521,034.89

Motion was made by Alderman Jeff Morris and seconded by Alderwoman Johnetta Yarbrough that the preceding bills over \$1,000.00 be paid when properly approved. Motion passed.

There being no further business, the meeting adjourned at 5:59 p.m.

Recorder-Treasurer

Mayor

The General Welfare – Public Safety Committee met at City Hall on March 26, 2019 at 4:00 p.m. with the following members present: Chairman Alderman Keith Phelps, Mayor Justin Hanson, Alderman C H Sullivan, and Alderwoman Johnetta Yarbrough. Also present were: Assistant Fire Chief Richard Griggs, Police Chief Buddy Lewis, Alderman Jeff Morris, Alderman Danny Wallace, Alderwoman Minnie Bommer, Assistant to the Mayor Sara Gangaware, and Recorder-Treasurer Tina Dunn.

Meeting was called to order by Chairman Alderman Keith Phelps.

Police Chief Buddy Lewis reported he is pleased with the attendance at the Neighborhood Watch Meeting. He will provide the PowerPoint presentation to committee members. He gave an update on the newly implemented 10 hour shifts. He provided a chart showing the reduction in overtime hours from 371 to just 76. This is a reduction of about 70% in one month. Chief Lewis stated the command staff is in the process of planning an event at Frazier Park this summer along with a National Night out in August. The February statistics were presented showing 116 arrests, 87 citations issued, and 2104 calls responded. There is a 70% increase in traffic stops since February, many of which have resulted in arrests, and a 30% decrease in crime.

Motion was made by Alderman C H Sullivan and seconded by Alderwoman Johnetta Yarbrough to approve the report from Police Chief Buddy Lewis. Motion passed.

Assistant Fire Chief Richard Griggs reported Engine 2 has been repaired and back in service. Inservice training will continue through the end of the month completing the annual required hours. Pre-planning for ISO will continue. There were 369 volunteer hours worked in February. The run report is attached for March showing 144 calls. Rogers Services continue to test our hydrants. Skills training was held at CFD hosting Covington High School HOSA students. These students are CERT (Community Emergency Response Team) trained and are excellent recruits for our fire department. Captain Scott Davis has resigned and that position will be opened for a hiring replacement. The Fire Inspector assessment took place this week and a report will be received later this week. Smoke detectors are available and free from the Covington Fire Department. CFD will participate in a fundraiser for Drug Free Tipton. The March Care Report was presented for review.

Motion was made by Mayor Justin Hanson and seconded by Alderwoman Johnetta Yarbrough to accept the report from Assistant Fire Chief Richard Griggs. Motion passed.

Police Chief Buddy Lewis stated the Covington Police Department has applied for a \$20,000.00 grant from THSO to be used for radar and overtime. He will keep the committee updated on the status of this grant.

There being no further business, the meeting adjourned at 4:45 p.m.



Covington Police Department

211 South Main Street Covington, TN 38019

Telephone (901) 475-1261

C. D. Buddy Lewis
Chief of Police

PUBLIC SAFETY COMMITTEE

MARCH 26 2019

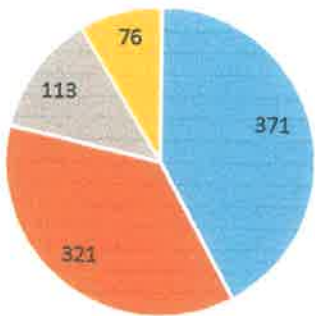
1. INFORMATION ON THE NEIGHBORHOOD WATCH MEETING
2. 10 HOUR SHIFT UPDATE
3. OVERTIME UPDATE
4. COMMUNITY INVOLVEMENT PLANS
5. PERSONNEL INFORMATION
6. DYERSBURG STATE COMMUNITY COLLEGE CORRECTIONS/LAW
ENFORCEMENT ADVISORY COMMITTEE SELECTION
7. FEBRUARY STATISTICS: ARRESTS – 116
CITATIONS ISSUED – 87
CALLS – 2104
PATROL MILES DRIVEN – 12,623

“Serving - Protecting - Caring”

Overtime hours for Feb 22-Mar. 15

2/22/2019	3/1/2019	3/8/2019	3/15/2019
371	321	113	76

Overtime



■ 2/22/2019 ■ 3/1/2019 ■ 3/8/2019 ■ 3/15/2019

President's Office

1510 Lake Rd., Dyersburg, TN 38024

Ph: 731-286-3300 / Fax: 731-286-3269



March 15, 2019

Mr. Buddy Lewis
Covington Police Department
211 S. Main St.
Covington, TN 38019

Dear Mr. Lewis:

I am writing to invite you to serve on the Dyersburg State Community College Corrections and Law Enforcement Advisory Committee – South Area. Advice from a professional like you is vital to the development of career programs, which are responsive to the needs of our service area. Committee responsibilities will involve being available for consultation by telephone and meeting at least once each semester. Please let me know if you are willing or unable to share your expertise with us by signing in the space provided below and returning your response to me. You may respond by email to carlton@dsc.edu or by fax to 731-286-3269.

If you are willing to serve in this capacity, you are invited to attend the next advisory committee meeting on March 26, 2019 at 3:30 p.m. in room C104 of the Learning Resource Center/Tipton County Public Library at the DSCC Jimmy Naifeh Center in Covington.

Thank you in advance for your kind consideration and your support of Dyersburg State Community College.

Sincerely,

Karen A. Bowyer

Karen A. Bowyer
President

INCIDENTS FROM: 02/01/2019

TO: 02/28/2019

=====

AGENCY: POLICE

JURISDICTION: CO

ALL DISTRICTS

REPORT BY INCIDENT TYPES

INCIDENT TYPES	NUMBER
=====	=====
P	5
411 P CALLS FOR INFORMATION	25
911H P 911 HANG UP	70
911M P 911 MISDIAL	16
911OL P 911 OPEN LINE	34
911T P 911 TRANSFER CALL	5
ABV P ABANDONED VEHICLE	1
ALC P COMMERCIAL ALARM	43
ALF P FIRE ALARM [NOTIFY APD BPD MAPD MPD]	4
ALM P MEDICAL ALARM	1
ALR P RESIDENTIAL ALRM	18
ANBITE P ANIMAL BITE	1
ANIM P ANIMAL COMPLAINT/HAZARD	7
ARMP P ARMED PARTY	5
ASLT P ASSAULT	5
ASST P ASSIST/BACK-UP	6
ATF P AUTO THEFT	10
ATL P ATTEMPT TO LOCATE	7
BIP P BREAK-IN IN PROGRESS	7
BOLO P BROADCAST	21
BRO P BREAK-IN REPORT	16
CHAB P CHILD ABANDONED/FOUND	1
CHCUS P CHILD CUSTODY	6
COMP P COMPLAINT	9

INCIDENTS FROM: 02/01/2019

TO: 02/28/2019

=====

AGENCY: POLICE

JURISDICTION: CO

ALL DISTRICTS

REPORT BY INCIDENT TYPES

INCIDENT TYPES	NUMBER
=====	=====
DEFAULT P DEFAULT POLICE INCIDENT	4
DIST P DISTURBANCE	15
DISV P DISABLED VEHICLE	26
DOM P DOMESTIC	26
DOMV P DOMESTIC VIOLENCE	16
DQ P DRIVERS LICENSE QUERY	21
DRUGS P DRUGS	9
EMS P EMS CALL	27
ESCORT P ESCORT	10
FIGHT P FIGHT	5
FIRE P FIRE [NOTIFY APD BPD MAPD MPD]	11
FLAG P FLAGGED DOWN	5
FLOOD P FLOOD	13
FOURW P ATV/FOUR WHEELER COMPLAINT	1
FRAUD P FRAUD	7
FU P FOLLOW UP	101
HARAS P HARASSMENT	10
INTOX P INTOXICATED SUBJECT	2
LINESD P LINES DOWN	1
LIT P LITTERING	2
MEET P MEET WITH SUBJ/AGENCY	34
MENT P MENTAL SUBJECT	2
MP P MISSING PERSON	5
MVC P MVC NO INJURIES	37

INCIDENTS FROM: 02/01/2019

TO: 02/28/2019

=====

AGENCY: POLICE

JURISDICTION: CO

ALL DISTRICTS

REPORT BY INCIDENT TYPES

INCIDENT TYPES	NUMBER
=====	=====
MVCHR P MVC HIT & RUN	3
MVCI P MVC WITH INJURIES	10
MVCU P MVC INJURIES UNKNOWN	2
NOISE P NOISE COMPLAINT	13
OD P OVERDOSE	1
PROP P PROPERTY PICKUP	3
PROW P PROWLER	4
PS P PUBLIC SERVICE	62
PURS P PURSUIT	4
RECKLESS P RECKLESS DRIVER	24
REPO P REPO	5
RESCUE P RESCUE	2
RQ P REGISTRATION QUERY	161
SCAM P SCAM	1
SEC P SECURITY CHECK	390
SEXASLT P SEXUAL OFFENSE [ASSAULT, MOLESTATION, ABUSE, RAPE]	2
SHOOTING P SHOOTING	12
SHOP P SHOPLIFTING	18
SHOTS P SHOTS FIRED/ HEARD	27
STAB P STABBING	1
SUIC P SUICIDAL PARTY	3
SUSA P SUSPICIOUS ACTIVITY	3
SUSO P SUSPICIOUS ODOR	2
SUSS P SUSPICIOUS SUBJECT	24

INCIDENTS FROM: 02/01/2019

TO: 02/28/2019

=====

AGENCY: POLICE

JURISDICTION: CO

ALL DISTRICTS

REPORT BY INCIDENT TYPES

INCIDENT TYPES	NUMBER
=====	=====
SUSV P SUSPICIOUS VEHICLE	26
TEST P TEST	2
THEFT P THEFT	16
THREATS P THREATS	11
TRAFHAZ P TRAFFIC HAZARD	17
TRANS P TRANSPORT	11
TRESP P TRESPASS COMPLAINT	2
TRFCNTRL P TRAFFIC CONTROL	10
TRSP P TRAFFIC STOP	479
VAND P VANDALISM	5
WANT P LOCAL WARRANT CHECK	11
WARRANT P WARRANT ATTEMPT	9
WELFARE P WELFARE CHECK	15
TOTALS	===== 2,104



CITY OF COVINGTON
OFFICE OF THE FIRE CHIEF
P.O. Box 768
COVINGTON, TENNESSEE 38019



Covington Fire Department
Report for March 26,2019

1. Engine-2 Inservice, replaced turbo.
2. Work on budget submission for 19/20 continues with Mayor Hanson.
3. In-service training classes continue through the end of the month.
4. ISO -Grading evaluation
5. Pre-Planning
6. Volunteer Hours: 369 hours worked by Volunteers in the month of February.
7. Run Report for February 22nd 2019-March 22 2019 attached.
8. Hydrant testing continues
9. Allen Carter volunteer obtained his Haz-Mat Technician Certification
10. Asst. Chief Griggs Completed his Fire-Officer-4 Certification examination
11. Annual Hosa skills training for Covington High School
12. Captain Scott Davis resigned
13. Inspector assessment update
14. CARE Report.
15. Smoke Alarms
16. Volunteer recruitment

Covington Fire Department

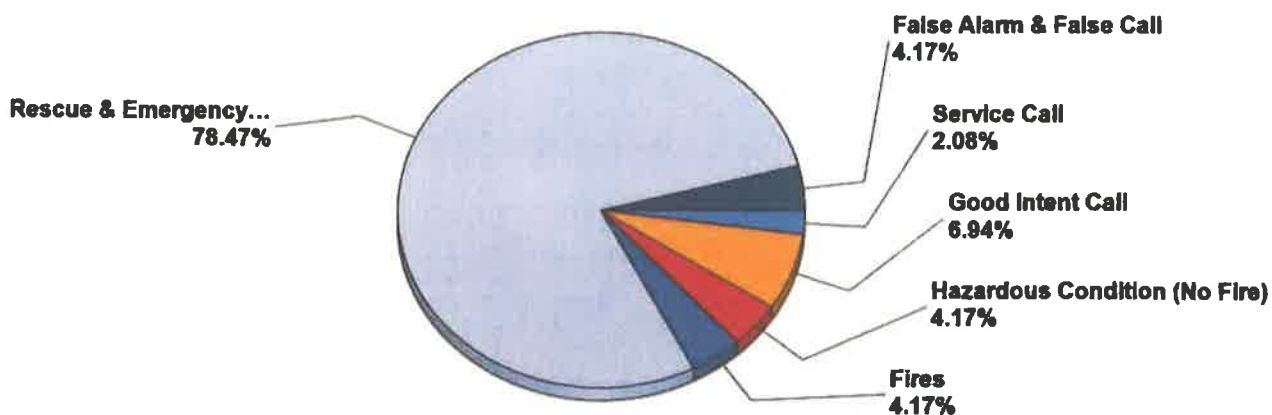
Covington, TN

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Breakdown by Major Incident Types for Date Range

Zone(s): All Zones | Start Date: 02/22/2019 | End Date: 03/22/2019



MAJOR INCIDENT TYPE	# INCIDENTS	% of TOTAL
Fires	6	4.17%
Rescue & Emergency Medical Service	113	78.47%
Hazardous Condition (No Fire)	6	4.17%
Service Call	3	2.08%
Good Intent Call	10	6.94%
False Alarm & False Call	6	4.17%
TOTAL	144	100.00%

Only REVIEWED incidents included. Summary results for a major incident type are not displayed if the count is zero.

Detailed Breakdown by Incident Type

INCIDENT TYPE	# INCIDENTS	% of TOTAL
111 - Building fire	2	1.39%
113 - Cooking fire, confined to container	1	0.69%
118 - Trash or rubbish fire, contained	1	0.69%
131 - Passenger vehicle fire	1	0.69%
143 - Grass fire	1	0.69%
300 - Rescue, EMS incident, other	30	20.83%
311 - Medical assist, assist EMS crew	36	25.00%
320 - Emergency medical service, other	25	17.36%
321 - EMS call, excluding vehicle accident with injury	17	11.81%
322 - Motor vehicle accident with injuries	2	1.39%
323 - Motor vehicle/pedestrian accident (MV Ped)	1	0.69%
324 - Motor vehicle accident with no injuries.	1	0.69%
360 - Water & ice-related rescue, other	1	0.69%
411 - Gasoline or other flammable liquid spill	1	0.69%
412 - Gas leak (natural gas or LPG)	1	0.69%
413 - Oil or other combustible liquid spill	1	0.69%
422 - Chemical spill or leak	1	0.69%
444 - Power line down	2	1.39%
510 - Person in distress, other	1	0.69%
554 - Assist invalid	2	1.39%
600 - Good intent call, other	2	1.39%
611 - Dispatched & cancelled en route	8	5.56%
700 - False alarm or false call, other	2	1.39%
730 - System malfunction, other	1	0.69%
733 - Smoke detector activation due to malfunction	1	0.69%
735 - Alarm system sounded due to malfunction	1	0.69%
745 - Alarm system activation, no fire - unintentional	1	0.69%
TOTAL INCIDENTS:	144	100.00%

Only REVIEWED incidents included. Summary results for a major incident type are not displayed if the count is zero.

Covington Fire Department

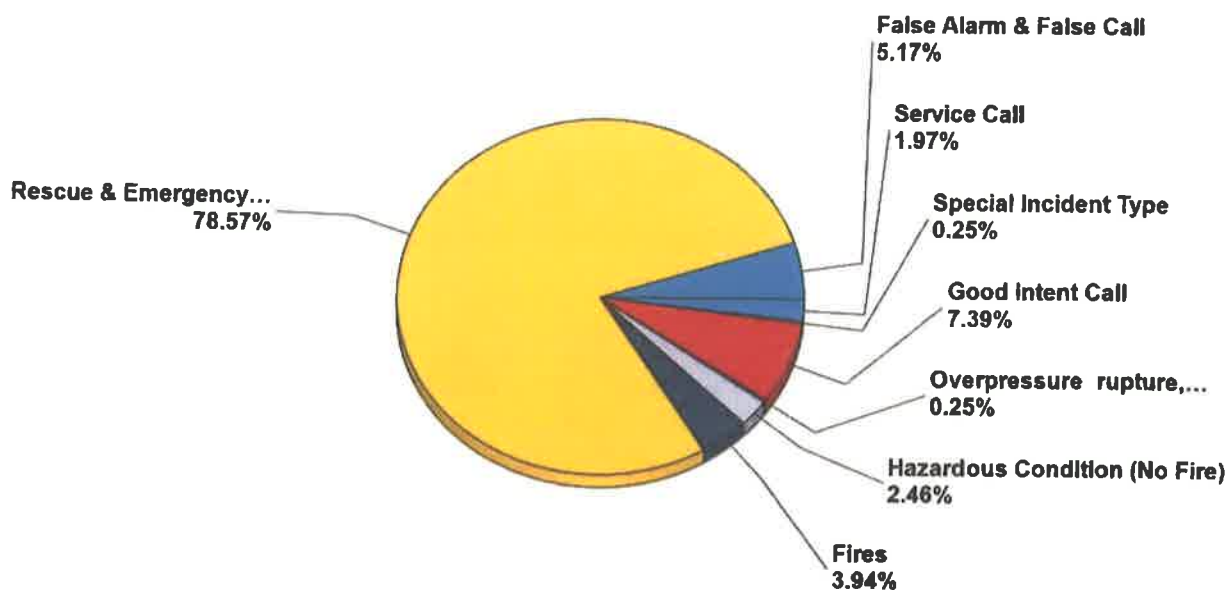
Covington, TN

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Breakdown by Major Incident Types for Date Range

Zone(s): All Zones | Start Date: 01/01/2019 | End Date: 12/31/2019



MAJOR INCIDENT TYPE	# INCIDENTS	% of TOTAL
Fires	16	3.94%
Overpressure rupture, explosion, overhear - no fire	1	0.25%
Rescue & Emergency Medical Service	319	78.57%
Hazardous Condition (No Fire)	10	2.46%
Service Call	8	1.97%
Good Intent Call	30	7.39%
False Alarm & False Call	21	5.17%
Special Incident Type	1	0.25%
TOTAL	406	100.00%

Only REVIEWED incidents included. Summary results for a major incident type are not displayed if the count is zero.



EMERGENCY REPORTING

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Detailed Breakdown by Incident Type

INCIDENT TYPE	# INCIDENTS	% of TOTAL
111 - Building fire	5	1.23%
113 - Cooking fire, confined to container	1	0.25%
118 - Trash or rubbish fire, contained	1	0.25%
130 - Mobile property (vehicle) fire, other	1	0.25%
131 - Passenger vehicle fire	3	0.74%
137 - Camper or recreational vehicle (RV) fire	1	0.25%
142 - Brush or brush-and-grass mixture fire	1	0.25%
143 - Grass fire	2	0.49%
171 - Cultivated grain or crop fire	1	0.25%
251 - Excessive heat, scorch burns with no ignition	1	0.25%
300 - Rescue, EMS incident, other	107	26.35%
311 - Medical assist, assist EMS crew	48	11.82%
320 - Emergency medical service, other	112	27.59%
321 - EMS call, excluding vehicle accident with injury	37	9.11%
322 - Motor vehicle accident with injuries	12	2.96%
323 - Motor vehicle/pedestrian accident (MV Ped)	1	0.25%
324 - Motor vehicle accident with no injuries.	1	0.25%
360 - Water & ice-related rescue, other	1	0.25%
411 - Gasoline or other flammable liquid spill	2	0.49%
412 - Gas leak (natural gas or LPG)	2	0.49%
413 - Oil or other combustible liquid spill	1	0.25%
422 - Chemical spill or leak	1	0.25%
442 - Overheated motor	2	0.49%
444 - Power line down	2	0.49%
510 - Person in distress, other	2	0.49%
511 - Lock-out	2	0.49%
551 - Assist police or other governmental agency	1	0.25%
552 - Police matter	1	0.25%
554 - Assist invalid	2	0.49%
600 - Good intent call, other	3	0.74%
611 - Dispatched & cancelled en route	26	6.40%
651 - Smoke scare, odor of smoke	1	0.25%
700 - False alarm or false call, other	8	1.97%
730 - System malfunction, other	2	0.49%
733 - Smoke detector activation due to malfunction	3	0.74%
735 - Alarm system sounded due to malfunction	1	0.25%
743 - Smoke detector activation, no fire - unintentional	3	0.74%
745 - Alarm system activation, no fire - unintentional	3	0.74%
746 - Carbon monoxide detector activation, no CO	1	0.25%
900 - Special type of incident, other	1	0.25%
TOTAL INCIDENTS:	406	100.00%

Only REVIEWED incidents included. Summary results for a major incident type are not displayed if the count is zero.

Covington Fire Dept. CARE/911 Alternative Program

Monthly Report – March 2019

- General Office Duties
- Twenty-two welfare checks – assisted by Mayor Hanson, on one of the welfare checks
- Attended HBCU at Covington High School – per Guidance Counselor Ms. Vicki Fayne
- Completed one State of Tennessee EMS Practical for AEMT at the Memphis Fire Department
- Monthly Inspection of Fire equipment – Medical – my Infection Control Officer Duties, all equipment passed
- Attended Two Community Civic events at the Covington Country Club
- Completed Four, AHA Heart saver AED 1st Aid CPR recertification Classes
- Installed and issued Nine smoke alarms
- Delivered Four sympathy cards
- Met again, with Pastor Rod Hicks and several others in regards to a Community project that could possibly benefit our Community – Mrs. Sara Gangaware can update everyone if there are any questions
- Continued talks with – Dr. Jamie Frakes of the JNC DSCC Campus in Covington in regards to a community event to increase minority enrollment at the JNC in Covington
- Briefly attended in-service EMS training at Covington Fire

Smoke Alarms at Home

SMOKE ALARMS ARE A KEY PART of a home fire escape plan. When there is a fire, smoke spreads fast. Working smoke alarms give you early warning so you can get outside quickly.

SAFETY TIPS

- Install smoke alarms in every bedroom. They should also be outside each sleeping area and on every level of the home. Install alarms in the basement.
- Large homes may need extra smoke alarms.
- It is best to use interconnected smoke alarms. When one smoke alarm sounds, they all sound.
- Test all smoke alarms at least once a month. Press the test button to be sure the alarm is working.
- There are two kinds of alarms. Ionization smoke alarms are quicker to warn about flaming fires. Photoelectric alarms are quicker to warn about smoldering fires. It is best to use both types of alarms in the home.
- A smoke alarm should be on the ceiling or high on a wall. Keep smoke alarms away from the kitchen to reduce false alarms. They should be at least 10 feet (3 meters) from the stove.
- People who are hard-of-hearing or deaf can use special alarms. These alarms have strobe lights and bed shakers.
- Replace all smoke alarms when they are 10 years old.



FACTS

- ① A closed door may slow the spread of smoke, heat, and fire.
- ① Smoke alarms should be installed inside every sleeping room, outside each separate sleeping area, and on every level. Smoke alarms should be connected so when one sounds, they all sound. Most homes do not have this level of protection.
- ① Roughly 3 out of 5 fire deaths happen in homes with no smoke alarms or no working smoke alarms.



**NATIONAL FIRE
PROTECTION ASSOCIATION**
The leading information and knowledge resource
on fire, electrical and related hazards



Make a Difference to Your Community.

**BE A COVINGTON
VOLUNTEER FIREFIGHTER.**



www.VolunteerFireTN.org

1-844-Vol-Tenn (1-844-865-8366)



COVINGTON FIRE DEPARTMENT

101 Tennessee Avenue, Covington, TN 38019

901-476-2578

The Public Works Committee met at City Hall on April 2, 2019 at 4:00 p.m. with the following members present: Chairman Alderman Jeff Morris, Alderman Danny Wallace, Alderwoman Minnie Bommer, and Mayor Justin Hanson. Also present were Public Works Director David Gray, Utilities Manager Calvin Johnson, Water Plant Manager James Mason, GIS/IT Coordinator Nic Shaw, Alderwoman Johnetta Yarbrough, Alderman C H Sullivan, Assistant to the Mayor Sara Gangaware, and Recorder-Treasurer Tina Dunn.

Chairman Alderman Jeff Morris called meeting to order.

Public Works Director David Gray gave an update on Well #7. All modifications should be made and the well should be up and running by April 12, 2019. Quotes from Ronald Franks Construction Co., LLC for the repair of the aerators were given for review. Director Gray gave the recommendation to proceed with the proposed quote #2 of PVC conversion trays. The total of this quote is \$68,404.00 per aerator. The cross connection plan was discussed and committee members were given a Resolution adopting this plan for review. The street naming request was brought back for discussion. The application fee and advertisement fees have not been paid to date for the application on the two street name requests. Mr. John Edwards stated he would pay these fees. Alderman Wallace requested to review the street naming policy. Alderwoman Bommer requested to make a decision on the request that has been made on the current policy and then review this policy. Mosquito spraying will begin on April 3, 2019 for the parks and on May 1, 2019 for the city.

Motion was made by Alderman Danny Wallace and seconded by Alderwoman Minnie Bommer to move forward with the proposed Quote #2 with PVC conversion trays at a cost of \$68,404.00 per aerator as recommended by Public Works Director David Gray. Motion passed.

Motion was made by Alderwoman Minnie Bommer and seconded by Mayor Justin Hanson to move forward sending the Resolution for the Cross Connection Plan to the Board of Mayor and Aldermen for approval pending review by City Attorney. Motion passed.

Motion was made by Alderman Danny Wallace and seconded by Alderwoman Minnie Bommer to follow the street name policy rules/application procedure; and once the completion of these rules/procedures, move forward the renaming of the two streets requested to the Board of Mayor and Aldermen; and review the street naming policy at that time. Motion passed.

Motion was made by Alderwoman Minnie Bommer and seconded by Alderman Danny Wallace to move the street naming policy for discussion to the Finance & Administration Committee Meeting. Motion passed.

Motion was made by Mayor Justin Hanson and seconded by Alderwoman Minnie Bommer to accept the report from Public Works Director David Gray. Motion passed.

Clean up/Fix up begins April 6, 2019. The codification of the Covington Municipal Code is still in process. Research is still ongoing with the zoning and building codes of sizes for lots and structures

Motion was made by Mayor Justin Hanson and seconded by Alderwoman Minnie Bommer to accept the Codes Department Report. Motion passed.

There being no further business, the meeting adjourned at 5:10 p.m.



RONALD FRANKS CONSTRUCTION CO., L.L.C.

80 Industrial Road, Savannah, TN 38372 PH: 731.925.7912 FAX: 731.925.8499 WEB: www.rfctn.com

April 1st, 2019

City of Covington

Calvin Johnson

Mr. Johnson

Ronald Franks Construction proposes to furnish all labor, equipment and material to do the following.

QUOTE 1

Redwood trays by WESTECH

1: Material per the manufacturer Specs and quote Q29042-132573	\$ 85,100.00
2: RFC Labor to remove and install new trays	\$ <u>15,000.00</u>
TOTAL	\$100,100.00

QUOTE 2

PVC Conversion Trays by WESTECH

1: Material per the manufacturers quote Q29042-132573	\$ 48,904.00	→ \$ 136,808 for both.
2: RFC Labor to remove and install the PVC trays	\$ <u>19,500.00</u>	
TOTAL	\$ 68,404.00	

If RFC purchases any material on QUOTE 1 or 2 from WESTECH there will be a 15% mark up on the total material price

QUOTE 3

Redwood Trays by RFC (55 trays which are 1/4" taller than the original)

- 1: Trays will be the same spacing as the original
- 2: RFC will demo and install new trays
- 3: Price includes all labor and materials

TOTAL \$ 65,000.00

If you have any questions concerning this proposal please contact the writer at 731-412-9140

Respectfully

Chad Austin

RFC

Cell: 731-412-9140

Email caustin@rfctn.com



RONALD FRANKS CONSTRUCTION CO., L.L.C.

80 Industrial Road, Savannah, TN 38372 PH: 731.925.7912 FAX: 731.925.8499 WEB: www.rfctn.com

April 1st, 2019

City of Covington

Calvin Johnson

Mr. Johnson

Ronald Franks Construction proposes to furnish all labor and equipment to remove the existing Aerator and install a new one for the lump sum price of \$20,000.00 per Aerator

Clarifications

- | | |
|-------------------------------------------------------------------------------|--------------------------------|
| 1: Removing the existing Aerator | \$ 76,324.50 one Aerator |
| 2: Reuse the existing piping | - \$20,000.00 Labor |
| 3: NO PAINTING | \$ 56,324.50 Aerator |
| 4: NO MISC bolts and gaskets | |
| 5: New Aerator must be on site before work will begin | |
| 6: We will have to remove the existing trays before the aerator can be lifted | |
| 7: This price is for labor and equipment only to remove and replace | |
| 8: Aerator supplied by others | |

Total Solo cost for 2 ^{New} Aerators \$ 152,649

If you have any questions concerning this proposal please contact the writer at 731-412-9140

Respectfully

Chad Austin

RFC

Cell: 731-412-9140

Email caustin@rfctn.com

RESOLUTION 2019-5

**A RESOLUTION TO ADOPT A PLAN FOR THE OPERATION OF
CROSS-CONNECTION CONTROL**

WHEREAS, the City of Covington, Tennessee will establish an ongoing program to control undesirable water issues; and

WHEREAS, the provisions contained within this plan are keeping within the requirements set forth in Section 68-221-711 (6) of Tennessee Code Annotated and Section 1200-5-1-17 (6) of Tennessee Department of Environment and Conservation Rules governing Public Water Systems; and

WHEREAS, the Public Works Committee reviewed the proposed plan for the operation of cross-connection control and a motion was made to send the same to the Board of Mayor and Aldermen for approval by Resolution; and

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF MAYOR AND ALDERMEN FOR THE CITY OF COVINGTON:

SECTION 1. BE IT FURTHER ORDAINED that this Plan and corresponding forms shall become effective immediately upon the passage of this Resolution, **THE PUBLIC WELFARE REQUIRING IT.**

ADOPTED this 9th day of April, 2018.

MAYOR

Recorder-Treasurer

City of Covington
Public Works Meeting

City Hall

LLC at 4:00 P.M.

April 2, 2019

1. Well # 7 Modifications. (up date)
2. Inspect and clean aerators. (up date)
3. Cross- Connection Control Plan. (See attached)
4. Street Naming Request.
5. Mosquito spraying schedule.
6. Water Main on College and Hasting Way. (update)

Other Business:

1. Code Division monthly report: (See attached)

Adjourn:

WESTECH QUOTATION

WestTech	600 ARRASMITH TRAIL AMES, IA 50010	Phone: 515-268-8400 Fax: 515-268-8500	Quotation No. Q29042-132573
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Thank you for the opportunity to quote you with your equipment needs.

Please review the following and contact us to place an order or ask any question.

Date: 3/7/2019	Proj Manager: JEFFREY JOSLIN	Ship Via: BEST WAY
RFQ No.:	Prime Job No: GFN80-289	Freight: FOB SHIPPING POINT, FULL FREIGHT ALLOWED
Quoted by: JEFFREY JOSLIN	Prime Name: COVINGTON, TN	Lead Time: 8-10WKS
Phone: 515-268-8435 or 515-268-8400	Equipment: AERATOR	Quote Valid: 15 days
Email: JJOSLIN@WESTECH-INC.COM	Tax Exemption No.:	
For Group: 15	Payment Terms: NET 30 DAYS FROM DELIVERY	

Bill To:	CITY OF COVINGTON COVINGTON, TN 38019 UNITED STATES OF AMERICA	Ship To:	CITY OF COVINGTON WATER TREATMENT PLANT COVINGTON, TN 38019 UNITED STATES OF AMERICA
000			

Tel/Fax:

Tel/Fax:

Doc	No.	Part/Dwg Number	Description	Qty	Units	Unit Price	Net Price
48058	10		REPLACEMENT PARTS AND SERVICE TO CONVERT AN EXISTING REDWOOD TRAY UNIT TO SUSPENDED GRID/PVC SLAT INTERNALS CONSISTING OF:	1	LOT	69,700.00	69,700.00
48058	10.10		DISTRIBUTOR BOX WITH TARGET NOZZLES AND VELOCITY BREAKER.	1	EA		
48058	10.20		STN STL GRID CURTAINS SPACED ON 2" VERTICAL CENTER.	5	EA		
48058	10.30		LOWER GRID CURTAIN SUPPORT.	5	EA		
48058	10.40		REMOVABLE SIDE WITH HINGE KIT	1	EA		
48058	10.50		INSTALLATION HARDWARE.	1	LOT		
48058	10.60		TOP INSPECTION PORT MATERIAL.	1	EA		
48058	10.70		PVC SLATS	1	LOT		
48058			NOTE: ALL ALUMINUM COMPONENTS REQUIRE WELDING FOR INSTALLATION.				
48058	20		SERVICE FOR INSTALLATION OF CONVERSION COMPONENTS FOR 2 MEN, 1 TRIP, AND UP TO 5 DAYS AT SITE.	1	LOT		
56161			DEDUCT IF ONLY ONE SERVICE TECHNICIAN REQUIRED.	1	DED	-9,958.00	(9,958.00)
48058	ST&C		SERVICE TERMS AND CONDITIONS:				
48058			FIELD SERVICE RATE INCLUDES LABOR, TRAVEL & LIVING EXPENSES BASED ON UP TO 8 HOURS PER DAY. ADDITIONAL PER MAN DAILY RATE IS \$1,235 PER DAY INCLUDING LABOR & LIVING EXPENSES.				
48058			OWNER TO SUPPLY DUMPSPTER FOR DISPOSAL OF DISCARDED MATERIAL AND TO ASSIST SERVICE TECHNICIANS AS NEEDED.				
56161			SET OF REPLACEMENT REDWOOD TRAYS 66 EACH FOR 96" SQUARE ALUMINUM INDUCED DRAFT AERATER.	1	LOT	85,100.00	85,100.00

No sales, GST, PST, use, or other taxes have been included in our pricing. No discounts accepted.

Quoted in US Dollars Grand Total T.B.D.

City of Covington Cross-Connection Control Plan

I. Introduction

A. Goal

The goal of The City of Covington is to supply safe water to each and every customer under all foreseeable circumstances. Each instance where water is used improperly so as to create the possibility of backflow due to cross connections threatens the health and safety of customers and chances of realizing this goal. The possibility of backflow due to improper use of water within the customer's premises is especially significant because such cross connections may easily result in the contamination of our water supply mains. Such situations may result in the public water system becoming a transmitter of diseased organisms, toxic materials, or other hazardous substances that may adversely affect large numbers of people. The only protection against such occurrences is the elimination of such cross connections or the isolation of such hazards from the water supply lines by properly installed approved backflow prevention assemblies. City of Covington must continue maintenance of a continuing program of cross connection control to systematically and effectively prevent the contamination or pollution of all potable water systems.

B. Plan of Action

City of Covington is determined to take every reasonable precaution to ensure that cross connections are not allowed to contaminate the water being distributed to its customers. This Cross Connection Control Plan outlines a course of action designed to control cross connection within the area served by the City. This plan is intended to be a practical guide for safeguarding the quality of water distributed from becoming contaminated or polluted through backflow. By following the plan of action, City of Covington will ensure that all aspects of the Plan on Cross Connection Control are being followed by customers.

II. Authority for Cross Connection Control

This plan adopted _____ by the Board of Mayor and Aldermen prohibits cross connections within the water system, authorizes the water system to make inspections of the customer's premises, requires that cross-connection hazards be corrected and provides for enforcement. This Plan expresses clear determination on the part of the Board that the water system is to be operated free of cross-connections that endanger the health and safety of those depending upon the public water supply. This Plan is considered to be a sound basis for the control of cross-connection hazards by the operating staff and management of the City of Covington. The provisions contained within this Plan are in keeping with the requirements set forth in Section 68-221-711 (6) of Tennessee Code Annotated and Section 1200-5-1-.17(6) of Tennessee Department of Environment and Conservation Rules governing Public Water Systems.

III. Plan To Be Pursued

The City of Covington has established an active on-going cross-connection control plan. This plan is to be a continuing effort to locate and correct all existing cross-connection hazards and to discourage the creation of new problems. Safeguarding the quality of water being distributed to our customers is a high priority concern of the management of the utility department.

A. Staffing

The City of Covington has designated an individual to see that the program to control cross-connections is pursued in an aggressive and effective manner. It is proposed that ample time will be devoted to the program to ensure its effectiveness. Additional personnel will be added as is deemed necessary.

James Mason- Cross-Connection Control Coordinator

B. Cross-Connection Control Surveys/Inspections

A representative of the City will survey the distribution system using the "Cross Connection Survey" form for all customers, both residential and nonresidential, for possible cross-connections. If it is determined from the survey form that possible cross-connections may exist, the premise will be inspected. The need for backflow protection will be determined based on the results from the inspection. Notification of the type of backflow prevention assembly required and a date of compliance will be sent to the customer.

Non-Residential:

All new installation nonresidential and commercial establishments (or those converting from residential to non-residential or commercial) are required to have a City approved reduced pressure backflow preventer installed. If there are existing establishments that have not been inspected, a list agreed upon by the State (based on risk and public safety) and time line for inspection by the water provider will be generated. All non-residential establishments not having a City approved reduced pressure backflow assembly will be inspected every 5 years. If establishment changes ownership (name listed on water bill), if plumbing permits are issued or irrigation systems installed, then an inspection will need to be performed within 30 days. The need for backflow protection will be determined based on the results from the inspection. Notification of the type of backflow prevention assembly required and a date of compliance will be sent to the customer. (Attached is a list of criteria for requiring assemblies-Appendix A)

Residential:

For new residential customers, a written questionnaire (the "Cross Connection Survey" form) will be given upon request for water service. If the survey reveals that a potential cross-connection may be present, an inspection is to be performed. The need for backflow protection will be determined based on the results from the inspection. Notification of the type of backflow prevention assembly required and a date of compliance will be sent to the customer. Each new residential customer will agree to not create cross-connections and a brochure will be given to each new customer describing cross-connections and the responsibility of the customer in not creating one. Each new customer shall sign the "Cross Connection Prevention Agreement".

If the "Cross Connection Survey" form reveals that the new customer may have any of the following, an inspection will be required:

1. Lawn irrigation systems
2. Residential fire protection systems (closed loop systems will require a double check valve minimum)
3. Pools, Saunas, Hot Tubs, Fountains
4. Auxiliary Intakes and Supplies-wells, cistern, ponds, streams, etc.
5. Home water treatment systems
6. Hobbies that require extensive amounts of toxic chemicals (taxidermy, metal plating, biodiesel, ethanol production, etc.)
7. Any other situations or conditions listed in the manual or conditions deemed a threat by the water system.

"Cross Connection Survey" forms will be sent to existing residential customers to determine if potential cross-connections exist. The distribution system will be entirely surveyed every five years. The distribution system will continue to be surveyed in this manner. Survey forms that reveal potential cross-connections based on the criteria above will be inspected and a determination if backflow prevention assemblies are needed.

The system will be surveyed for residential lawn irrigation systems through the survey forms received and by secondary meters. All residential lawn irrigation systems will require a reduced pressure backflow assembly. Residential customers with pools, saunas, hot tubs not filled by a hard pipe directly or indirectly connected will be required to use an atmospheric vacuum breaker at the hose Bibb. However, if the pool or vessel is connected directly or indirectly by a hard line, a City approved reduced pressure backflow assembly shall be required at minimum.

Residential customers required to have backflow prevention assemblies will be informed of possible thermal expansion problems within the establishment and correction of the condition.

C. Public Education and Awareness Efforts

The City of Covington recognizes that it is important to inform its customers of the health hazards associated with cross-connections and to acquaint them with the program being pursued to safeguard the quality of water being distributed. The City will seek to use every practical means available to acquaint the customers with the health hazards associated with cross-connections in an effort to get cooperation. Use of customer "Cross Connection Survey" forms, annual newspaper notices and annual notices to customers with known cross connections will be incorporated into the notification plan.

Information will be provided to all customers about cross-connection control and backflow prevention by individual pamphlets or through a notice in the local newspaper at least once per year. A brochure will be given to all new customers requesting water service describing cross-connections and prevention of backflow.

The following measures may also be used to inform customers about the need to control cross-connections:

1. Posters at the counter where the water bills are paid displayed one month out of the year
2. A. Personal visits to commercial, industrial, institutional, and agricultural customers to explain the need for controlling cross-connections.
b. Whenever possible, any such potential customer will be informed of needed cross-connection measures in the design or construction stage.

D. Customer's Responsibility

The customer will be responsible for Yearly testing of their Device.

Cross-connections, created and maintained by the customer for his convenience endanger the health and safety of all who depend upon the public water supply. Therefore, the customer who creates a cross-connection problem shall bear the expense of providing necessary backflow protection and for keeping the protective measures in good working order. This includes repair, testing, installation, and sending their test results to the City within 30 days of date of testing.

E. Enforcement

Where cross-connections are found to exist, City of Covington will require the problem to be eliminated or isolated by a properly installed, City approved backflow prevention assembly to prevent the possibility of backflow into the distribution system. Such protective measures will include a backflow prevention assembly on the customer's water service line ahead of any water outlets. Every effort will be made to secure the voluntary cooperation of the customer in correcting cross-connection hazards. If voluntary action cannot be obtained with time set forth by written notice (30 days maximum for high and low hazard, 14 days maximum for high risk high hazards) to the customer, water service will be discontinued until conditions are in line with the City's Plan for the protection of the health and safety of the water distribution system.

After surveys or inspections have been completed, the establishments will be contacted by written correspondence outlining any correction (adding or repairing backflow prevention devices) needed and the time schedule allowed for correction of conditions. If the conditions have not been corrected by the time allotment (30 days maximum for high and low hazard, 14 days maximum for high risk high hazards), the water service will be discontinued to the establishment.

The City of Covington may give additional warnings of discontinuance before the water service is discontinued. The time period for correction will be determined by the City based on the seriousness of the hazard and risk of contamination, ranging from immediate correction or time period of up to 30 days. The maximum allowable time for correction will be no more than 30 days. Those sites deemed high risk high hazard are corrected within a maximum limit of 14 business days, preferably immediate correction. If the conditions do not satisfy the City's Policy within 30 days, water service will be discontinued. In the case of backflow prevention devices on fire systems, it is recommended that the fire marshal be contacted before water service is discontinued, to prevent harm to anyone in case a fire occurs in a public building. The fire marshal can condemn the building, thus not allowing anyone to enter.

Water service will not be allowed to the establishment until all corrections have been made and all conditions of the Policy have been satisfied.

IV. Procedures for Inspections:

The City of Covington hopes that its efforts to acquaint its customers with the hazards of cross-connections will be successful to the point that the customer will try to maintain their internal water delivery system free of cross-connections. It is recognized that many customers may not recognize that they have a situation that would permit backflow into the water supply lines. Therefore, a thorough investigation will be made of all premises considered likely to have cross-connections. Such inspections will involve the customer's entire water using equipment, and other system components in an effort to locate all actual and potential cross-connections. The findings will be reported to the owner or occupant in writing along with a request for needed corrective action necessary to properly protect the public water system.

A. Field Visit Procedures:

During the inspection, a "Field Sheet" will be completed showing details of significant findings. The hazards which cross-connections pose will be explained fully to the persons assisting the inspection. The customer will be informed that the information gathered during the inspection will be reviewed by the City's Cross Connection Control Coordinator and that a written report containing any recommendations and requirements will be mailed to them as soon as possible.

B. Reports to Customers:

The findings of the investigation will be summarized and a written report will be sent to the person assisting in the investigation, or the ranking management official of the establishment. Cross-connections found will be described briefly along with recommended method of correction. An effort will be made to keep the description of the findings and recommendations clear, concise and as brief as possible. The correspondence will indicate a willingness to assist with questions. The customer will be given a time limit (maximum of 30 days) for making the needed corrections depending upon the seriousness of the cross-connections involved and upon the complexity and difficulty of correcting the problems.

C. Follow-up Visits and Re-inspections

Follow-up visits will be made as needed to assist the customer and to assure that satisfactory progress has been made. Such visits will continue until all corrective actions have been completed to the satisfaction of the water system.

D. Installation of Backflow Prevention Devices:

Where the customer is asked to install a backflow prevention assembly, the customer will be supplied with a list of acceptable and approved assemblies. In addition, minimum acceptable installation criteria will be supplied. It will be pointed out that a unit cannot be accepted until the water system has verified that the installation fully meets the installation criteria and has been tested to verify that the assembly has a status of Passed.

Such backflow prevention assemblies must have a make, model, and orientation currently listed as acceptable by both the water system and Tennessee Department of Environment and Conservation.

E. Technical Assistance:

The customer will be urged to notify the water system when they are ready to begin installing a City approved backflow preventer assembly. The City's cross-connection representative will visit the site to detail how the unit(s) must be installed to achieve the desired protection and to minimize maintenance and testing problems.

V. Premises Requiring Reduced Pressure Principle Assemblies

A. High Risk High Hazards

When establishments which pose significant risk of contamination or may create conditions which pose an extreme hazard of immediate concern (High Risk High Hazards), the cross-connection control inspector shall require immediate or a short amount of time (14 days maximum), depending on conditions, for corrective action to be taken. In such cases, if corrections have not been made within the time limits set forth, water service will be discontinued.

High Risk High Hazards require a City approved reduced pressure principle (or detector) assembly. The following list is establishments deemed high risk high hazard and require a reduced pressure principle assembly:

High Risk High Hazards:

1. Mortuaries, morgues, autopsy facilities
2. Hospitals, medical buildings, animal hospitals and control centers, doctor and dental offices
3. Sewage treatment facilities, water treatment, sewage and water treatment pump stations
4. Premises with auxiliary water supplies or industrial piping systems
5. Chemical plants (manufacturing, processing, compounding, or treatment)
6. Laboratories (industrial, commercial, medical research, school)
7. Packing and rendering houses
8. Manufacturing plants
9. Food and beverage processing plants
10. Automated car wash facilities
11. Extermination companies
12. Airports, railroads, bus terminals, piers, boat docks
13. Bulk distributors and users of pesticides, herbicides, liquid fertilizer, etc.
14. Metal plating, pickling, and anodizing operations
15. Greenhouses and nurseries
16. Commercial laundries and dry cleaners
17. Film Laboratories
18. Petroleum processes and storage plants
19. Restricted establishments
20. Schools and Educational Facilities
21. Animal feedlots, chicken houses, and CAFOs
22. Taxidermy facilities
23. Establishments which handle, process, or have extremely toxic or large amounts of toxic chemicals or use water of unknown or unsafe quality extensively.

B. High Hazard

In cases where there is less risk of contamination, or less likelihood of cross-connections contaminating the system, a time period of 30 days maximum will be allowed for corrections. High Hazard is a cross-connection or potential cross-connection involving any substance that could, if introduced in the public water supply, cause death, illness, and spread disease. High hazards require a City approved Reduced pressure backflow assembly. (See "Appendix A")

VI. Premises Requiring Double Check Valve Assemblies

Low Hazard

Low hazard is a cross-connection or potential cross-connection involving any substance that would not be a health hazard but would constitute a nuisance or be aesthetically

objectionable if introduced into the public water supply. Low Hazards are protected by double check valve assemblies at minimum.

VII. Inspection and Testing of Backflow Prevention Assemblies

A. Approval of New Installations

The Water System will not consider the installation of assemblies to be complete until:

1. The installation has been inspected, and approved by the City based on installation criteria; and
2. Assembly is tested initially and has a status of Passed.

B. Routine Inspection and Testing of Assemblies

To assure that all assemblies are functioning properly, assemblies must be tested within a 12 month (No more than 365 days from last test) period by backflow prevention assembly testers with a Certificate of Competency. If assembly is not tested within the 12 month period, enforcement action will be started. In conjunction with testing the assembly the approved tester will investigate to determine:

1. That cross-connections, actual or potential, have not been added ahead of the protective assemblies,
2. The assembly meets all installation criteria; and
3. The assembly has not been bypassed or altered in some other way to compromise the backflow protection.

All reduced pressure and double check valve backflow prevention assemblies, including detector assemblies, utilized for the protection of the water system will be tested by a person possessing a valid Certificate of Competency from the State and approved by the water system in keeping with the following criteria:

1. Immediately following installation;
2. At least every 12 months;
3. Any time assemblies have been partially disassembled for cleaning and/or repair and;
4. Where there is indication that the unit may not be functioning properly (i.e. excessive or continuous discharges from relief valve, chatter, or vibration of internal parts).

C. Accepted Test Procedure

Tests of assemblies will be made using a 3 or 5 valve test kit that has valid annual certification in accordance to the latest approved testing procedure from the Division of Water Resources.

D. Official Tests

Only tests performed by persons possessing a valid Certificate of Competency will be considered official tests by the City. All test reports submitted must be of the type approved by the Division of Water Supply and provided by the City. All parts of testing procedure must be recorded accurately on the test report with a determination of status (Passed or Failed). Certificates of Competency are not transferrable. City employees are prohibited from performing annual testing for customers. All customers shall submit their annual testing results to the City within 30 days of date of testing.

E. Prior Arrangements for Testing

Prior arrangements will be made for a mutually agreeable time for testing the assemblies prior to performing the test. In all cases, the time which water services are interrupted will be held to a minimum in order to minimize the inconvenience to the customer.

F. Repairs

Should a protective assembly be found defective or have a status of Failed, the City will require the assembly to be repaired promptly with manufacturer's specified parts, in accordance to manufacturer's suggested procedure, and placed in proper operating condition within a (specified) time limit (maximum 30 days, 14 days for high risk high hazards). Following repairs, the assembly is to be tested again to verify that it is meeting performance standards and have a status of Passed. The owner will be held responsible for maintaining protective measures in a good state of repairs.

The owner of an assembly needing repairs or maintenance will be permitted to do the work, if such owner is properly qualified or the owner may elect to secure the services of someone else experienced in the repair of the assemblies. City employees are prohibited from installing, repairing or replacing assemblies for customers.

VIII. Parallel Units

The water system may require the installation of parallel assemblies if the customer cannot readily accommodate interruptions of water service for periodic testing and repairs of the assemblies.

IX. Records

Good records are invaluable in the City's efforts to safeguard the quality of water being distributed against degradation from backflow through cross-connections. Adequate records will be maintained as a part of the City's permanent files to:

- A. Document the overall effort of the water system to properly discharge its responsibility to see that each customer receives a safe water under all foreseeable circumstances;
- B. Give a complete picture as to the current status and history of the individual premises regarding the potential for backflow, corrections made, etc.;
- C. To support enforcement action, whenever necessary, to obtain backflow protection; and

D. Document that assemblies have been properly installed, maintained, and tested routinely.

Records to be maintained by the City will include, but not necessarily be limited to the following;

- A. Master List of all Establishments with assemblies used for premise isolation, including location, assembly used, make, model, size, serial number etc.;
- B. Correspondence between water system and its customers
- C. Copy of Approved Ordinance
- D. Copy of Approved Plan
- E. Test reports for each assembly
- F. Copies of Certificates of Competency for each tester
- G. Copies of test kit certifications
- H. Site Inspection Reports
- I. Residential written surveys
- J. Backflow incident reports
- K. Records on initial surveys, recommendations, follow-up, corrective action, routine re-inspections, etc.
- L. A file system designed to call to the attention of the cross-connection control personnel when testing and re-inspections of premises are needed.
- M. Public education pamphlets and information.

X. Backflow Contamination Procedures:

If contamination is caused by backflow, the City of Covington will take the following actions to protect the health of the customer:

- A. Isolate the lines containing any contaminant from the distribution system;
- B. Inform customers with contaminated lines not to consume or use the water;
- C. Report contamination to the local environmental field office;
- D. Determine and separate the cross-connection allowing the backflow and contamination;
- E. Remove contamination from lines;
- F. Test and ensure that lines meet Division of Water Supply regulations for safe water;
- G. Return service to affected customers once water is safe;
- H. Document the details of the incident including cause, isolation, and correction, and send report to the local environmental field office;
- I. Continue to survey and inspect system for similar situations that may allow backflow.

XI. Modifications to Plan

This plan may be modified from time to time to meet the needs of the utility and to meet the states requirements. The Ordinance and Plan will be reviewed by the City every five (5) years to determine if the existing plan meets requirements set forth by the Division of Water Supply and that it promotes an ongoing program. The manager shall be authorized to modify, as needed, this plan with the approval of the water system's governing body. The manager shall also advise the local environmental field office of any changes to this plan for their review and comments.

XII. Approval Signatures

_____	Date: _____
_____	Date: _____
_____	Date: _____

Code Compliance Department

Report 4-2-2019

- We are still researching zoning and building codes of sizes for lots and structures.
- Clean Up Fix Up is April 6, 2019. We encourage everyone to participate.
- The local Building and Fire Inspectors meet on March 28, 2019, to meet the new State Fire Marshal for Tipton County and discuss which edition of the Codes we will be considering for adoption in the near future.
- Codification of the Covington Municipal Code is still in process. This is a lengthy process and may take the better part of the year to complete. If when you are reviewing it you read anything you have questions about please let me know so that we can get them addressed during this round of codification.

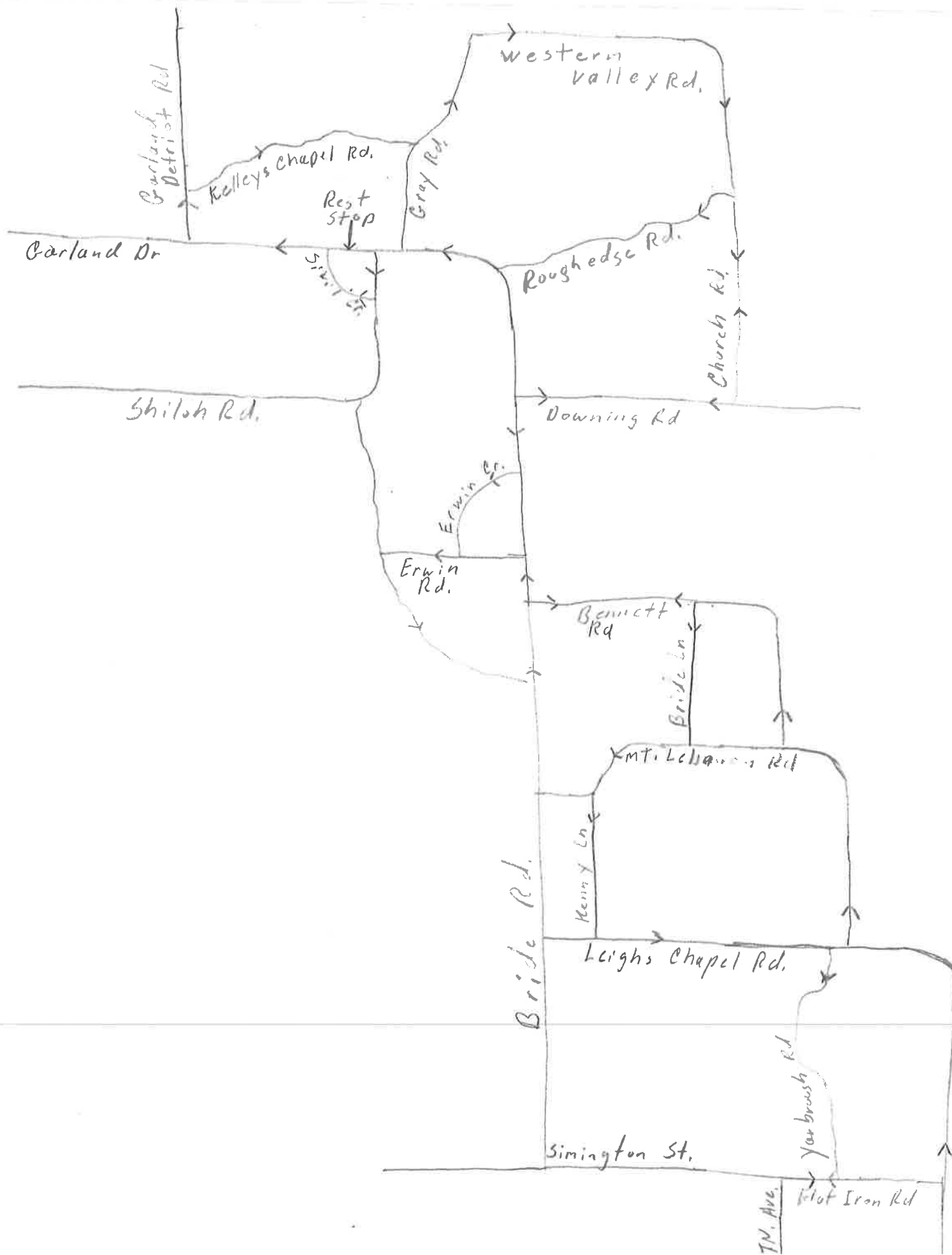
Mayor Hanson

The Covington FFA Alumni is planing its 4th annual tractor ride. This fundraising event will be held on Saturday May 4th. Begining at Tennessee Gins at 9:00 AM.

The route will travel west on Tennessee Ave., turning north on Simington St. then go through the north west part of the county, returning into the city traveling south on Simington St. turning east on Tennessee Ave. returning to the gin around 12 noon.

We would appreciate help from the Covington Police Department with traffic control at the intersection of Tennessee Ave. and Simington St. as we leave town and return back into the city.

Thank You
Alan Walton





PROCLAMATION

BOYS & GIRLS CLUB WEEK IN COVINGTON, TENNESSEE

APRIL 8 – 12, 2019

WHEREAS, the young people of Covington, Tennessee are tomorrow's leaders; and

WHEREAS, many young people need professional youth services to help them achieve their full potential; and

WHEREAS, there are young people served annually through the Boys and Girls Club of the Hatchie River Region; and

WHEREAS, Boys & Girls Clubs instill young people with the self-confidence to believe they can succeed at anything they put their mind to, and stand at the forefront of efforts in the areas of academic success, healthy lifestyles and good character and citizenship and

WHEREAS, Boys & Girls Club organizations help ensure young people have a safe, supportive place to spend time and will provide them with quality youth development programs; and

WHEREAS, the Boys & Girls Club of the Hatchie River Region will celebrate National Boys & Girls Club Week with some 4,000 Clubs and over 2 million more children and teens nationwide;

NOW, THEREFORE, I, Justin M. Hanson, the Mayor of the City of Covington, Tennessee, do hereby proclaim the week of April 8- April 12, 2019, as

BOYS AND GIRLS CLUB WEEK

FURTHERMORE, I encourage all citizens to join me in recognizing the accomplishments of the Boys & Girls Club of the Hatchie River Region as well as other Boys & Girls Clubs throughout the State of Tennessee for providing the young people of our communities with comprehensive and effective youth development services. This the 9th day of April, 2019.

JUSTIN M. HANSON
MAYOR

TINA C. DUNN
RECORDER-TREASURER

ORDINANCE 1712

AN ORDINANCE TO AMEND THE COVINGTON MUNICIPAL ZONING MAP TO REZONE PROPERTIES ON MUELLAR BRASS ROAD AND OLD BRIGHTON ROAD (DONALD M. BASKIN JR. PROPERTY) FROM R-2 (MEDIUM DENSITY RESIDENTIAL) DISTRICT TO B-2 (HIGHWAY ORIENTED BUSINESS) DISTRICT

WHEREAS, pursuant to Tennessee Code Annotated Sections 13-7-201 and 13-7-202 a zoning ordinance and map have been adopted for the City of Covington; and,

WHEREAS, the Covington Municipal-Regional Planning Commission has recommended that the following property be reclassified from its current zoning designation to the proposed zoning designation and,

WHEREAS, a public hearing was held before Covington Board of Mayor and Aldermen pursuant to section 13-7-203, Tennessee Code Annotated, the time and place of which was published with fifteen days advance notice; and,

NOW, THEREFORE, BE IT ORDAINED BY THE BOARD OF MAYOR AND ALDERMEN OF THE CITY OF COVINGTON:

SECTION 1. That the following described property be rezoned from R-2 (Medium Density Residential) District to B-2 (Highway Commercial) District:

A Portion of Parcel 40.00 on Tipton County Tax Map 050.

Beginning at a point, said point being the intersection of the northwestern boundary of Parcel 40.00 on Tipton County Tax Map 050 and the existing boundary of the B-2 (Highway Commercial) Zoning District; thence moving in a southeastern direction along the said zoning district boundary to a point, said point being the southeastern most corner of said zoning district, the eastern boundary of Parcel 40.00, and the western right of way of Old Brighton Road; thence moving in a southern direction along the eastern boundary of Parcel 40.00 to a point, said point being the southeastern most corner of Parcel 40.00; thence moving in an easterly direction along the southern boundary of Parcel 40.00 to a point, said point being the southwestern most corner of Parcel 40.00; thence moving in a northeasterly direction along the western boundary of Parcel 40.00 to the point of beginning.

SECTION 2. BE IT FURTHER ORDAINED that this Ordinance shall become effective immediately upon its passage after third and final reading, THE PUBLIC WELFARE REQUIRING IT.

Passed First Reading

Mayor

Passed Second Reading

City Recorder

Passed Third Reading

RESOLUTION 2019-5

**A RESOLUTION TO ADOPT A PLAN FOR THE OPERATION OF
CROSS-CONNECTION CONTROL**

WHEREAS, the City of Covington, Tennessee will establish an ongoing program to control undesirable water issues; and

WHEREAS, the provisions contained within this plan are keeping within the requirements set forth in Section 68-221-711 (6) of Tennessee Code Annotated and Section 1200-5-1-17 (6) of Tennessee Department of Environment and Conservation Rules governing Public Water Systems; and

WHEREAS, the Public Works Committee reviewed the proposed plan for the operation of cross-connection control and a motion was made to send the same to the Board of Mayor and Aldermen for approval by Resolution; and

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF MAYOR AND ALDERMEN FOR THE CITY OF COVINGTON:

SECTION 1. BE IT FURTHER ORDAINED that this Plan and corresponding forms shall become effective immediately upon the passage of this Resolution, **THE PUBLIC WELFARE REQUIRING IT.**

ADOPTED this 9th day of April, 2018.

MAYOR

Recorder-Treasurer

[illegible]