JAN WADE HENSLEY Mayor

TINA DUNN Recorder-Treasurer

City of Covington

POST OFFICE BOX 768

200 West Washington Avenue, Covington, Tennessee 38019 Telephone (901) 476-9613 Fax (901) 476-6699

THE MEETING OF THE BOARD OF MAYOR AND ALDERMEN OF THE CITY OF COVINGTON, TENNESSEE ON AUGUST 22, 2023, AT 5:30 P.M.

- 1. Meeting to be called to order by Mayor Jan Hensley.
- 2. Invocation to be given by Alderman Chris Richardson.
- 3. Pledge of Allegiance to the Flag to be led by Alderman Jeff Morris.
- 4. Minutes of the Preceding Meeting to be approved:
- 5. Report from Committees:
 - Minutes of the General Welfare Public Relations Committee Meeting
 - Minutes of the Finance & Administration Committee Meeting
- 6. Additions to the Agenda.
- 7. Welcome to visitors and grievances from citizens.
- 8. Report from Mayor Jan Hensley:
 - Updates
- 9. Report from Recorder-Treasurer Tina Dunn:
- 10. Report from City Attorney Rachel Witherington.
- 11. Old Business:
- 12. New Business:
 - Contract to Purchase Property @ 209 West Pleasant Ave.
 - Bills Over/Under \$1,000.00 ready for Board Approval

The Board of Mayor and Aldermen met at City of Covington on August 8, 2023, at 5:30 p.m. with the following members present: Mayor Jan Hensley, Aldermen: C.H. Sullivan, Jeff Morris, John Edwards, Danny Wallace, Jean Johnson, and Chris Richardson. Also present were Parks and Recreation Director Molly Glass, Public Works Director David Gray. Building Official Lessie Fisher, Police Chief Donna Turner, Fire Chief Richard Griggs, Assistant to the Mayor Jason Fleming, and Recorder-Treasurer Tina Dunn

Meeting was called to order by Mayor Jan Hensley.

Invocation was given by Alderwoman Jean Johnson,

Pledge of Allegiance to the Flag was led by Alderman John Edwards.

Motion was made by Alderman Edwards and seconded by Alderman Sullivan that the Minutes of the Preceding Meeting be approved as distributed to the Board (See Attached). Motion passed.

Motion was made by Alderman Sullivan and seconded by Alderman Morris that the Minutes of the General Welfare – Public Safety Committee meeting be approved (See Attached). Motion passed.

Motion was made by Alderman Sullivan and seconded by Alderwoman Johnson that the Minutes of the Public Works Committee meeting be approved (See Attached).

Motion passed.

Alderman Edwards requested the school traffic control issue be discussed. Also, he requested discussion on the addition of a road from the Sportsplex to Lanny Bridges.

Mayor Hensley presented a request from the Tipton County Friends of Isaac Hayes for the use of the Boys & Girls Club Hatchie River Region Building on August 18th and August 19th (See Attached).

Motion was made by Alderman Sullivan and seconded by Alderman Richardson to approve the request for the use of the Boys & Girls Hatchie River Region Building.

Motin passed.

Mayor Hensley presented the contract to purchase the building located at 209 West Pleasant Avenue (See Attached). If the purchase of this contract is approved, the seller has agreed to donate \$5,000.00 of the purchase price to Project Play.

Motion was made by Alderman Sullivan and seconded by Alderman Morris to table the discussion and present it to the Finance & Administration Committee Meeting. Motion passed.

The following bills over/under \$1000.00 were presented for approval:

AT&T	VARIOUS	TELEPHONE BILLING	2,403.15
A JASON FLEMING	GENERAL	TRAVEL	467.94

A T & T - FIRSTNET	POLICE	TELEPHONE BILLING	2,203.83
AMERICAN EXPRESS	VARIOUS	MISCELLANEOUS PURCHASES	7,399.75
CADENCE BANK CREDIT CARD	VARIOUS	MISCELLANEOUS PURCHASES	4,277.37
CATS	FIRE	COMPRESSOR SERVICES	1,950.00
DANNY WALLACE	GENERAL	TRAVEL	300.31
FLOCK SAFETY	POLICE	FLOCK SAFETY FALCON (5)	12,500.00
G & C SUPPLY	STREET	STREET SIGNS - TORNADO DAMAGED	6,919.52
G & C SUPPLY	WATER	MATERIALS	5,839.00
G & C SUPPLY	SEWER	MATERIALS	1,827.00
G & W DIESEL SERVICES	FIRE	HELMETS W/ FACE SHIELDS	2,937.60
HUB CITY TIRE CO	GROUNDS	TIRES / PROCESSING FEE / DISPOSAL FEE	1,095.80
JAN W HENSLEY	GENERAL	TRAVEL	336.59
PURVIS INDUSTRIES	SEWER	MATERIALS	9,888.95
PURVIS INDUSTRIES	SEWER	REPLACEMENT PARTS	3,263.50
SAFE INDUSTRIES	FIRE	SCBA FLOW TEST / MILWAUKEE BATTERY	4,787.50
SMITH & LOVELESS	WWTP	PARTS - LIFT STATION & SPORTSPLEX	2,142.53
SMITH & LOVELESS	WWTP	PARTS - LIFT STATION & SPORTSPLEX	1,687.39
TITAN AVIATION FUELS	AIRPORT	JET A FUEL	21,514.32
TN DEPT ENV & CONSERV	WTP	ANNUAL FEE - CONNECTIONS	6,631.30
WOOTEN OIL CO	VARIOUS	FUEL	1,458.66
YARD DOCTOR	CODES	GRASS CUTTING	1,675.00
		TOTAL	\$ 103,507.01

Motion was made by Alderman Richardson and seconded by Alderman Morris that the preceding bills over/under \$1000.00 be paid when properly approved.

Motion passed.

There being	ng no further business, the	e meeting was adjourned at 5:48 p.m.
Attest:		
R	Recorder-Treasurer	Mayor

The General Welfare – Public Relations Committee met at City of Covington on July 11, 2023, at 4:00 p.m. with the following members present: Alderman John Edwards. Mayor Jan Hensley, Alderman Danny Wallace, and Alderman Jeff Morris. Also, present were Alderman Chris Richardson, Alderman C H Sullivan, Alderwoman Jean Johnson, Parks and Recreation Director Molly Glass, Museum Director Katherine Markley, Airport Director Robin Anderson, Public Works Director David Gray, Police Chief Donna Turner, and Recorder-Treasurer Tina Dunn.

Chairman Alderman Edwards called the meeting to order.

Airport Director Anderson reported the total fuel sales of 13,334 gallons for the month of July. The Airport Layout Plan Project forecast and survey is currently with the FAA. A meeting will be on August 10, 2023 to finalize the ACIP Project.

Motion was made by Alderman Morris and seconded by Mayor Hensley to accept the airport report from Director Anderson.

Motion passed.

Museum Director Katherine Markley reported the veteran of the month for August is Kirk P. Snyder and will be recognized on August 8, 2023. The museum had 504 visitors for the month. There have been over 7,000 visitors for the year. S & L Mural Co., LLC provided mural concepts for the committee to review. Director Markley requested to advertise on the digital billboard located on Hwy 51 South. The cost for the advertisement is \$250.00 per month with a minimum of three months.

Motion was made by Mayor Hensley and seconded by Alderman Jeff Morris to move forward with the rental of the digital billboard at a cost of \$250.00 per month for three months. Motion passed.

Motion was made by Mayor Hensley and seconded by Alderman Morris to accept the museum report.

Motion passed.

Parks and Recreation Director Glass gave an update on current recreational and sports happenings. Flag Football will begin on Monday, August 14, 2023. Signups are ongoing for baseball, softball, developmental baseball, and soccer. The removal of the building and fencing at the Mueller Brass Complex is complete. The Breast Cancer Awareness Walk will be on October 14, 2023 at Cobb Parr Park. Director Glass is completing the application for the Blue Cross/Blue Shield Healthy Places Grant for the Mueller Brass Complex. A community survey will be available August 8, 2023.

Motion was made by Mayor Hensley and seconded by Alderman Morris to accept the park and recreation report from Director Glass.

Motion passed.

There being no further business, the meeting adjourned at 4:20 p.m.

The Finance and Administration Committee met at City of Covington on June 20, 2023, at 4:00 p.m. with the following members present: Chairman Alderman C H Sullivan, Mayor Jan Hensley, Aldermen: Jeff Morris, Jean Johnson, Chris Richardson, Danny Wallace, and John Edwards. Also, present were Fire Chief Richard Griggs, Police Chief Donna Turner, Assistant to the Mayor Jason Fleming, City Attorney Rachel Witherington, and Recorder-Treasurer Tina Dunn.

Chairman Alderman Sullivan called the meeting to order.

Mayor Hensley begin discussion on the purchase of the building located at 209 W. Pleasant. A contract was presented for approval with the total purchase price of \$33,068.00. The property will be sold in an AS IS condition. A donation of \$5,000.00 from the seller will go to the Project Play Project. Alderman Wallace stated he is in agreement of the purchase of the property but is not in favor of the renovation cost. There is a need for funding for public safety, education, and the securing of a new police building. Mayor Hensley reported there is a grant available in the amount of \$5,000,000.00 for the construction of a police building. This is a 90/10 grant with the state funding an additional 5%. This would make the city responsible for \$250,000.00. Application is in the process with the location being named as 401 S. College. This location can be changed during the grant process.

Motion was made by Alderman Jeff Morris and seconded by Alderman Chris Richardson to accept the contract to purchase the building at 209 W. Pleasant. Alderman Wallace requested the cost of the renovation be presented before the committee.

Motion passed with nay vote by Alderman Wallace.

Alderman John Edwards begin discussion on police salaries. Chief Turner reported salaries were a priority along with officers having a take home car. There was discussion about the possibility of increases for salaries along with an increase in the sign-on bonus. Alderman Wallace requested to analyze the vehicle fleet. Alderman Edwards requested to review any budget items that could be reduced in order to provide funding for public safety.

Moton was made by Alderman Edwards and seconded by Alderwoman Johnson to continue discussion on police salaries at the next Finance & Administration Committee Meeting. Motion passed.

Attorney Witherington began discussion on the Saddle Club/Riding Arena. A comparison was presented on saddle club boarding facilities. The cost of utilities for the horse barn/riding club was presented showing an estimate of \$383.00 per month. There could be a lease prepared for the Saddle Club to use the facilities.

Motion was made by Alderman Wallace and seconded by Alderman Sullivan to issue a 60- or 90-day notice to the occupants of the horse barn to discontinue the use of this facility until the Saddle Club Board presents a proposal for the lease of this facility to the City. Motion passed with Alderman Edwards abstaining from the vote.

Mayor Hensley presented the job description for a Human Resource Manager. This job description removes purchasing officer duties and the duties for the rental of the civic center building. This position would be located in the financial department. The policies/ordinances will need to be changed in order to make the changes to the job description for the new Human Resource Manager Position.

Motion was made by Alderman Wallace and seconded by Alderman Richardson for the city attorney to draft an ordinance with any necessary changes and present to the Board for consideration.

Motion was made by Alderman Wallace and seconded by Mayor Hensley to amend the previous motion to include the time frame for the draft of this ordinance to be presented August 22nd at the Board of Mayor and Aldermen Meeting for review.

Motion passed.

There being no further business, the meeting adjourned at 5:36 p.m.

CONTRACT FOR SALE OF REAL ESTATE

COVINGTON, TN August 2, 2023

RECEIVED OF City of Covington, Tennessee

the sum of <u>five hundred</u> AND NO/I00 Dollars, (\$_500.00) as earnest money and in part payment for the purchase of the following described real estate (called "Property") situated in the County of Tipton, and State of Tennessee:

209 West Pleasant Avenue, Covington, Tennessee 38019

Seller covenants and agrees to sell and convey Property, with all improvements thereon, or cause to be conveyed, by good and sufficient warranty deed, to Purchaser, or to such person or persons as Purchaser may designate; Purchaser, however, shall not be released from any of Purchaser's agreements and undertakings as set forth herein, unless otherwise stated; and Purchaser covenants and agrees to purchase and accept Property for the total price of

Thirty Two Thousand Eight Hundred Fifty Four and 76/100 Dollars (\$32,854.76), upon terms as follows:

Property is sold in an AS IS condition. Purchaser accepts property in its existing condition, no warranties or representations having been made by Seller which is not expressly stated herein.

Seller to pay one half of closing fee and court costs and attorney fees to probate the estate of Sally Zobenica. Purchaser to pay one half of the closing fees, the title search, title insurance, and recording fees.

David E Owen to be closing attorney 901-476-6066.

This sale shall be contingent upon the approval of the Board of Mayor and Alderman of the City of Covington, Tennessee.

Taxes for the current year are to be prorated as of date of closing, and all prior unpaid taxes or liens including front foot assessments are to be paid by Seller, unless otherwise specified. Fire and any additional hazard insurance premiums on the improvements on Property are to be **cancelled** as of date of closing.

Title is to be conveyed subject to all restrictions, easements and covenants of record, and subject to zoning ordinances or laws of any governmental authority. Possession of premises is to be given at closing. The improvements on Property are to be delivered in as good condition as they are as of the date of this contract, ordinary wear and tear excepted, and if not in such condition when final settlement is made, Seller is obligated to put them in such condition, or to compensate Purchaser for his failure to do so, but in the event of destruction by fire, or otherwise, Seller's liability shall in no event be more than the appraised value of the improvements so destroyed.

Cash payment shall be made upon presentation of a good and valid warranty deed with the usual covenants and conveying a good and merchantable title, after allowing fifteen days from completion of title search or the delivery of abstracts for examination of title. Adequate abstracts of title, taxes and judgments are those required by a title insurance company with an office in Covington as the basis for the issuance of a policy of title insurance. In the event of controversy regarding title, a title insurance policy covering Property, issued by Chicago Title Insurance Company for the above purchase price, shall constitute and be accepted by Purchaser as conclusive evidence of good and merchantable title.

If the title is not good and cannot be made within a reasonable time after written notice has been given that the title is defective, specifically pointing out the defects, then the above earnest money shall be returned to Purchaser. If the title is good and purchaser shall fail to pay for Property as specified herein, Seller shall have the right to elect to declare this contract cancelled, and upon such election, the earnest money shall be retained by Seller. The right given to Seller to make the above election shall not be Seller's exclusive remedy, and either party shall have the right to elect to affirm this contract and enforces its specific performance or recover full damages for its breach. Seller's retention of such earnest money shall not be evidence of an election to declare this contract cancelled, as Seller shall have the right to retain his portion of earnest money to be credited against damages actually sustained.

This instrument when signed only by the prospective Purchaser shall constitute an offer which shall not be withdrawable in less than 96 hours from the date hereof.

As used herein, where applicable: "Seller" and "Purchaser" include the plural; the masculine includes the feminine or neuter gender.

WITNESS the signatures of all parties the day and year above written.

By: Wr Hensee

By: Mayor

Seller

				-	B. TYPE OF LOAN:				IO. 2502-0265	
U.S. DEPARTMENT OF HOUSING & URBAN DEVELOPMENT SETTLEMENT STATEMENT			MENT	1. FHA	2. FmHA	3cc	INV. UNINS.	4. UV	5,	CONV. INS,
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Need \$ 500 Earnest Money

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29. Lender's Coverage					
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2. Wire Fee					
3. CPL Letter					
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Owen & Witherington, SettlementAgent

AT&T	ALL	TELEPHONE SERIVCE	2,401.95
A T & T	CITY HALL	TELEPHONE SERIVCE	1,111.44
A2H	SEWER	PROFESSIONAL SERVICES	20,000.00
A2H	STREET	PROFESSIONAL SERVICES	3,215.00
A2H	STREET	PROFESSIONAL SERVICES	2,000.00
A2H	STREET	PROFESSIONAL SERVICES	1,155.00
ADAPCO	STREET	MATERIALS	2,271.55
ALEX VAN VLEET	POLICE	TRAVEL EXPENSE	88.00
ALLAN STERBINSKY, PH.D.	PERSONNEL	COMPENSATION REPORT	9,700.00
AMARI HAYES	POLICE	TRAVEL EXPENSE	88.00
BFI NORTH SHELBY LANDFILL	WTP	SLUDGE REMOVAL	2,448.90
BFI NORTH SHELBY LANDFILL	WWTP	SLUDGE REMOVAL	4,394.75
BILLY CAMPBELL	POLICE	TRAVEL EXPENSE	88.00
BNY MELLON	BIOMASS	INTEREST PYMT ON BOND	5,673.66
CHRISTIAN GEARY ELECTRIC	SEWER	SEWER PUMP	1,400.00
CODY PEELER	FIRE	MEAL ALLOWANCE	620.00
COTTRELL ELECTRIC	WTP	MOTOR REPLACEMENT ON AERATOR	1,652.08
COVINGTON ELECTRIC	ALL	ELECTRIC SERVICE	48,626.75
ED MOSS	FIRE	TRAVEL EXPENSE	72.00
G & C SUPPLY CO INC	GAS	MATERIALS	3,236.50
GLENN TRAVIS	FIRE	MEAL ALLOWANCE	245.00
GUTHRIE SALES & SERVICE	WWTP	AE BRUSH MOTOR	8,642.00
HC3	W/WAT/SEW/GA	UTILITY BILLING	3,085.10
HUBER TECHNOLOGY	SEWER	TRASH REMOVAL REPAIR	31,244.11
JORDAN ISBEL	POLICE	TRAVEL EXPENSE	62.00
KRISTIE GLASS MAXWELL	GENERAL	AUGUST 2023 MIXED DRINK TAX	2,049.01
MAGNEGRIP	FIRE	EXHAUST REMOVAL - SOUTH STATION	2,588.73
MATT JACOME	FIRE	MEAL ALLOWANCE	620.00
MCKEE CONSTRUCTION/PLUM		REPLACE SINK	1,030.62
MEAC	GAS	PURCHASED NATURAL GAS	38,502.00
MID SOUTH CONSTRUCTION	STREET	LIMESTONE	1,387.76
MIDSOUTH SALES LLC	VARIOUS	BULK HYDRAULIC OIL	2,247.50
OWEN & WITHERINGTON	ATTORNEY	PROFESSIONAL SERVICES	1,625.00
PUBLIC ENTITY PARTNERS	ALL	COVERAGE RENEWAL	272,690.00
PUBLIC ENTITY PARTNERS	ALL	WORKER COMPENSATION RENEWAL	273,321.00
PUBLIC ENTITY PARTNERS	ALL	COVERAGE RENEWAL	199,658.00
PURVIS INDUSTRIES	WWTP	CLUTCH	5,877.00
REPUBLIC SERVICES	SEWER	CONTRACTED SERVICES	101,947.54
RICHARD GRIGGS	FIRE	TRAVEL	123.00
SARAH DILLINGHAM	POLICE	TRAVEL EXPENSE	88.00
SARAH DILLINGHAM	POLICE	TRAVEL EXPENSE	62.00
SARAH DILLINGHAM	POLICE	TRAVEL EXPENSE	50.00
SCHAUS, LLC	SANITATION	FEMA PROJECT - TORNADO DAMAGE	6,410.00
STITCH-N-TIME	PARKS & REC	FOOTBALL JERSEYS	1,479.00
TITAN AVIATION FUELS	AIRPORT	JET FUEL	25,528.84
TITAN AVIATION FUELS	AIRPORT	AV GAS	\$ 22,311.12
TN FIRE SERVICE/CODES ENF	FIRE	TRAINING - PEELER / JACOME	7,471.80
TONY DOSS	POLICE	TRAVEL EXPENSE	62.00
		OTAL	\$ 1,120,651.71