

JUSTIN HANSON
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 APRIL 13, 2021, at 5:30 p.m.

1. Meeting to be called to order by Mayor Justin Hanson.
2. Invocation to be given by Alderman John Edwards.
3. Pledge of Allegiance to the Flag to be led by Alderwoman Johnetta Yarbrough.
4. Minutes of the Preceding Meeting to be approved.
5. Report from Committees:
 - Minutes of the Beer Board Meeting
 - 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:
 - Updates
9. Report from Recorder-Treasurer Tina Dunn
10. Report from City Attorney Rachel Witherington
11. Old Business:
12. New Business:
 - Resolution – 2021 CDBG Engineering Services
 - Resolution – 2021 CDBG Administrative Services
 - Resolution – Adopting Personnel Polices Police Dept.
 - Bills Over/Under \$1,000.00 ready for Board Approval

The Board of Mayor and Aldermen met virtually on March 23, 2021 at 5:41 p.m. with the following members present: Mayor Justin Hanson, Aldermen: Danny Wallace, Johnetta Yarbrough, Jeff Morris, C H Sullivan, John Edwards, and Chris Richardson. Also present were Fire Chief Richard Griggs, Public Works Director David Gray, Personnel Director Tiny Rose, Building Official Lessie Fisher, Parks & Recreation Director Joe Mack, City Attorney Rachel Witherington, and Recorder-Treasurer Tina Dunn.

Meeting was called to order by Mayor Justin Hanson.

Invocation was given by Alderman Danny Wallace.

Pledge of Allegiance to the Flag was led by Alderman C H Sullivan.

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

Voting Aye: Edwards, Morris, Richardson, Wallace, Sullivan.

Motion passed.

Motion was made by Alderman C H Sullivan and seconded by Alderman John Edwards that the Minutes of the Covington Municipal Regional Planning Commission Meeting be received (See Attached).

Voting Aye: Edwards, Morris, Richardson, Wallace, Sullivan.

Motion passed.

Motion was made by Alderman Jeff Morris and seconded by Alderman C H Sullivan that the Minutes of the General Welfare – Public Relations be approved (See Attached).

Voting Aye: Yarbrough, Edwards, Morris, Richardson, Wallace, Sullivan.

Motion passed.

Motion was made by Alderman C H Sullivan and seconded by Alderman Danny Wallace that the Minutes of the Public Works Committee Meeting be approved (See Attached). Alderman Edwards requested to have Tim Salee involved in the LED Lighting Presentations.

Voting Aye: Yarbrough, Edwards, Morris, Richardson, Wallace Sullivan.

Motion passed.

Mayor Justin Hanson recognized Ms. Hattye Yarbrough for her 100th year birthday. Ms. Jane Vinson-Talford requested a historical marker be placed in her honor during October at Frazier Park.

Motion was made by Alderman John Edwards and seconded by Alderman C H Sullivan to approve the placement of the historical marker honoring Ms. Hattye Yarbrough at Frazier Park working with Director Mack and Director Gray.

Voting Aye: Yarbrough, Edwards, Morris, Richardson, Wallace Sullivan.

Motion passed.

Mayor Hanson reported the trashercise will be on Thursday, April 1, from 9:00 a.m. to 1:00 p.m.

Mayor Hanson reported Personnel Director Tiny Rose will be retiring July 1, 2021.

Recorder-Treasurer Tina Dunn reported the sales tax collections for January, 2021 is in the amount of \$351,900.00 which is an increase of \$70,000.00 or 25% (See Attached).

Motion was made by Alderman C H Sullivan and seconded by Alderman John Edwards to accept the report from Recorder-Treasurer Dunn.

Voting Aye: Yarbrough, Edwards, Richardson, Morris, Sullivan, Wallace

Motion passed.

City Attorney Rachel Witherington reported the sale of Anderson Field has been approved. Also, she reported the Charter is moving forward.

Motion was made by Alderman Chris Richardson and seconded by Alderman C H Sullivan to approve the report from City Attorney Witherington.

Voting Aye: Yarbrough, Edwards, Richardson, Morris, Sullivan, Wallace

Motion passed.

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

A24	WATER	RIALTO INDUSTRIAL PARK REPLACEMENT	1,022.00
A2H	WATER	RIALTO INDUSTRIAL PARK	2,789.00
A2H	GENERAL	FY 2018 TRANSPORTATION ALT PROJECTS	36,850.00
A2H	WATER	RIALTO INDUSTRIAL PARK REPLACEMENT	1,022.00
A2H	GENERAL	STBG VARIOUS STREETS	5,000.00
AREA WIDE COMMUNICATIONS	POLICE	2011 DODGE CHARGER	2,321.35
BANCORP SOUTH	VARIOUS	MISCELLANEOUS	3,657.03
BENCHMARK MEDICAL	FIRE	EMT REFRESHER COURSE	4,047.00
BFI NORTH SHELBY LANDFIL	WWTP	SLUDGE REMOVAL	1,614.90
BNY MELLON	BIOMASS	INTEREST PYMT ON BOND	1,661.92
BRADEN'S FLOORING	WWTP	FLOORING	7,702.09
COMCAST BUSINESS	POLICE	INTERNET	1,913.18
COVINGTON ELECTRIC	VARIOUS	ELECTRIC	44,431.93
COVINGTON ELECTRIC	VARIOUS	ELECTRIC	5,089.98
FIRSTNET	POLICE	TELEPHONE SERVICE	2,165.96
G & C	WATER	MISCELLANEOUS SUPPLIES	10,092.64
G & C SUPPLY	WATER	MATERIALS / LABOR - OLD KROGER ST	1,065.00
G & W DIESEL	FIRE	HELMETS	1,139.94
INTEGRATED LLC	FIRE	RADIOS / ACCESSORIES	4,047.00
INTRINSIC	POLICE	BODY CAMERA CONTRACT	14,622.49
ITRON	GAS	CONTRACTED SERVICES	1,053.54
ITRON	GAS	CONTRACTED SERVICES	1,106.23
JASON JENKINS	FIRE	TRAVEL	77.98

KRISTIE MAXWELL, TRUSTEE	GENERAL	MARCH 2021 MIXED DRINK TAX	1,627.61
LAKESIDE EQUIPMENT CO	WWTP	BEARING REPAIR	7,786.00
MEAC	GAS	PURCHASED NATURAL GAS	40,320.00
MID SOUTH SALES	MAINT	OIL	3,019.90
PAVEMENT RESTORATION	STREET	MATERIAL / HAULING	3,165.90
PAVEMENT RESTORATION	STREET	MATERIALS / LABOR - OLD KROGER ST	3,109.78
PHILLIP WALLACE	FIRE	TRAVEL	140.00
R & L TRANSPORT	STREET	SALT	3,790.08
REPUBLIC SERVICES	SOLID WASTE	CONTRACTED SERVICES	87,991.55
RUSS JONES	PARKS/REC	MAINTAINING BALL FIELDS	1,428.00
SOUTHWEST EMC	AIRPORT	ELECTRIC	1,651.53
SULLIVAN NATURAL GAS	GAS	MATERIALS / LABOR - OLD KROGER ST	3,354.88
THE HOME DEPOT	VARIOUS	MISCELLANEOUS MATERIAL AND SUPP	2,343.13
THE HOME DEPOT	VARIOUS	MISCELLANEOUS MATERIAL AND SUPP	2,797.03
THOMPSON CAT	GAS	TRACK ASSEMBLY	1,504.94
THOMPSON CAT	GAS	TRACK ASSEMBLY	1,504.94
TITAN AVIATION FUEL	AIRPORT	JET A	17,001.46
TRI STATE METER	GAS	GAS METERS	5,660.00
WHITEHORN TANKRSLY	VARIOUS	PROFESSIONAL SERVICES	8,300.00
WITHERINGTON SERVICES	FIRE	HANGING HEATERS REPLACED	4,960.00
		TOTAL	\$ 355,949.89

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

Voting Aye: Yarbrough, Edwards, Morris, Richardson, Sullivan, Wallace.

Motion passed.

There being no further business, the meeting adjourned at 6:28 p.m.

Attest:

Recorder-Treasurer

Mayor

The Beer Board of the City of Covington, Tennessee met virtually at City Hall on March 23, 2021 at 5:30 p.m. with the following members present: Mayor Justin Hanson Aldermen: Danny Wallace, John Edwards, Johnetta Yarbrough, C H Sullivan, Chris Richardson, and Jeff Morris. Also present were Public Works Director David Gray, Building Official Lessie Fisher, Fire Chief Richard Griggs, Personnel Director Tiny Rose, Park & Recreation Director Joe Mack, Judson Naifeh, Dana Naifeh, David Gwinn, City Attorney Rachel Witherington, and Recorder-Treasurer Tina Dunn.

Meeting was called to order by Mayor Justin Hanson.

Public Hearing on Beer Permit for Judson William Oney Naifeh and Dana Townsend Naifeh, dba Naifehs Cashesavers located at 951 Hwy. North, for Off Premise Consumption was called to order.

Motion was made by Alderman Sullivan and seconded by John Edwards to recommend approval of the Beer Permit for Judson William Oney Naifeh and Dana Townsend Naifeh, dba Naifehs Cashesavers located at 951 Hwy. North, for Off Premise Consumption to run with the Temporary Certificate of Occupancy for forty-five days beginning March 31st. Director Fisher will report to the Beer Board when the final has been completed and the beer permit is in full effect.

Voting Aye: Yarbrough, Edwards, Morris, Richardson, Sullivan, Wallace.

Motion passed.

David Gwinn, Secretary of Tipton Arts Council, confirmed the dates for the multi-event temporary beer permits that was approved in a previous meeting. The dates are January 10th, February 6th, March 6th, March 27th, April 3rd, and May 1st.

There being no further business, the meeting adjourned at 5:41 p.m.

The General Welfare – Public Safety Committee met virtually on March 23, 2021 at 4:00 p.m. with the following members present: Chairman Alderwoman Johnetta Yarbrough, Mayor Justin Hanson, Alderman Chris Richardson, and Alderman C H Sullivan. Also present were: Police Chief Larry Lindsey, Fire Chief Richard Griggs, Alderman Jeff Morris, Alderman Danny Wallace, Public Works Director David Gray, Building Official Lessie Fisher, Assistant to the Mayor Rebecca Ray, and Recorder-Treasurer Tina Dunn.

Chairman Alderwoman Yarbrough called the meeting to order.

Police Chief Lindsey reported five certified officers were given conditional offers. Two will begin on March 22, 2021 and the remaining will start in the next few weeks. This will leave one open position in the department. Officer Bohnert will graduate from TLETA on March 26, 2021. Officer Isbell is scheduled to start TLETA on March 28, 2021. The Department has been working on updating the Department Policies to align with present day standards, court rulings, and best practices. After reviewing the City Charter, Attorney Witherington's opinion is that the board does not have to adopt the new polices by Ordinance but can be adopted by resolution. This resolution was presented. Detectives issued a warrant for 1st degree murder in the homicide on March 11, 2021. The suspect is presently at large. Chief Lindsey reported he is very proud of the complex and professional work the officers did in this case. The statistics for the month was presented showing 997 calls. for the month.

Motion was made by Mayor Hanson and seconded by Alderman Richardson to accept the report from Police Chief Larry Lindsey.

Voting Aye: Yarbrough, Phelps, Hanson

Motion passed.

Fire Chief Richard Griggs reported a meeting was attended with Farm Bureau to discuss burn permits, and gran bin rescue. There were 24 hours worked by volunteers in the month of February. The run report was presented showing 188 calls from February 18th to March 24th. There has been a total of 513 calls for the year. The county coverage area collections are \$79,202.00. Chief Griggs presented information on the 2020-21 budget request for three new personnel. The care report was presented for review. There are 27 applicants for the volunteer program. The volunteer firefighter orientation will be April 1, 2021 at Station One.

Motion was made by Alderman C H Sullivan and seconded by Alderman Richardson to accept the report from Fire Chief Richard Griggs.

Voting Aye: Sullivan, Yarbrough, Phelps, Hanson

Motion passed.

There being no further business, the meeting adjourned at 4:29 p.m.

The Public Works Committee met virtually on April 6, 2021 at 4:00 p.m. with the following members present: Chairman Alderman Danny Wallace, Aldermen: Jeff Morris and Johnetta Yarbrough and Mayor Justin Hanson. Also present were Aldermen: C.H. Sullivan and Chris Richardson, Public Works Director David Gray, Building Official Lessie Fisher, Senior Accountant Kristin Mathis, Assistant to the Mayor Rebecca Ray, and Utilities Manager Calvin Johnson.

Meeting was called to order by Chairman Alderman Danny Wallace.

Building Official Lessie Fisher informed the committee that there are plans to track the ADA cost involved in the upcoming pavement project to show the progress toward the ADA plan and that the update of the municipal code is still in process. Director Fisher stated that animal control was brought into conversation during recent budget meetings. Currently animal control is shared by the City's public works department and the codes department. She feels it would be best if only one department handled it and she felt that Tipton County would better serve our citizens if they provided this service. Alderman Jeff Morris stated that it is his understanding after speaking with Director Fisher that the City is not required by our charter to provide animal control. There was further discussion regarding animal control and these discussions will be included in the upcoming budget process.

A motion was made by Mayor Hanson and seconded by Alderman Morris to approve the Code Compliance Department report as presented.

Voting Aye: Hanson, Yarbrough, Morris, and Wallace.

Voting Nay: None

Motion passed.

Public Works Director David Gray stated the sink hole project at the South Fire Station is almost complete. The project was approved for a total cost not to exceed \$118,000. Currently \$115,117 has been expensed and Director Gray is asking for additional funding in the amount of \$15,000. This additional funding will complete this project and include paving of the parking lot and repair to curbs and gutters.

A motion was made by Alderman Morris and seconded by Alderwoman Yarbrough to approve the additional funding of \$15,000 for the South Fire Station project.

Voting Aye: Morris, Yarbrough, Hanson, and Wallace.

Voting Nay: None

Motion passed.

Director Gray stated work has been completed on the Rialto water main project which was included in the 2020 SDG grant. Application has been made for the 2021 SDG grant and if awarded plans are to use these funds to install sewer lines and other construction needs on the

Southall property. The USDA loan has been approved along with being awarded a \$250,000 grant for the upcoming pavement project. Director Gray is hoping the City will be able to pave not only the approved list of streets but also other streets in need of repair. Alderwoman Yarbrough addressed concerns of potholes on streets that have already been paved. Director Gray stated that hopefully when the hot mix plant opens this month patching of these holes can be completed. Director Gray gave an update on the James Street sidewalk project stating plans will be submitted soon and this project should begin this year.

A motion was made by Alderman Morris and seconded by Mayor Hanson to approve Director Gray's report as presented.

Voting Aye: Morris, Hanson, Yarbrough, and Wallace.

Voting Nay: None

Motion passed.

There being no further business, the meeting adjourned at 4:37 p.m.

**RESOLUTION
CITY OF COVINGTON, TENNESSEE
FOR
ENGINEERING SERVICES**

WHEREAS, the City of Covington, Tennessee desires to apply for financial grant assistance as provided under the State of Tennessee's FY 2021 Small Cities Community Development Block Grant (CDBG) Program; and

WHEREAS, the Mayor and Board of Aldermen of the City of Covington finds it in the City's best interest to secure the assistance of an experienced and qualified engineering firm to assist in the preparation and implementation of the City's 2021 Community Development Block Grant Application; and

WHEREAS, in compliance with pertinent State regulations, the City has solicited and evaluated statements of qualifications of interested professional engineering firms; and

WHEREAS, the Mayor and Board of Aldermen has determined that A2H, Inc. has the most appropriate experience, background and qualifications to provide said services; and

WHEREAS, A2H, Inc. will conduct the work necessary to complete the CDBG application on a no-cost basis, and in the event the project is successfully funded, A2H, Inc. will assist in the engineering design and implementation of the project.

NOW, THEREFORE BE IT RESOLVED that the Mayor and Board of Aldermen of the City of Covington hereby selects A2H, Inc. to provide assistance in the preparation and implementation of the City's 2021 CDBG grant application.

READ AND ADOPTED this the _____ day of _____, 2021.

Justin Hanson
Mayor

ATTEST:

Signature, Title

RESOLUTION
CITY OF COVINGTON, TENNESSEE
FOR
ADMINISTRATIVE SERVICES

WHEREAS, the City of Covington, Tennessee desires to apply for financial grant assistance as provided under the State of Tennessee's FY 2021 Small Cities Community Development Block Grant (CDBG) Program; and

WHEREAS, the Board of Aldermen of the City of Covington finds it in the City's best interest to secure the assistance of an experienced and qualified administrative management services firm to assist in preparing and administering the City's 2021 Community Development Block Grant Application; and

WHEREAS, in compliance with pertinent State regulations, the City has solicited and evaluated statements of qualifications of interested professional CDBG administrative assistance firms; and

WHEREAS, the Board of Aldermen of the City of Covington has determined that Community Development Partners, LLC has the most appropriate experience, background and qualifications to provide said services; and

WHEREAS, Community Development Partners, LLC will conduct the work necessary to complete the CDBG application on a no-cost basis, and in the event the project is successfully funded, Community Development Partners, LLC will assist in the administration of the project.

NOW, THEREFORE BE IT RESOLVED that the Board of Aldermen of the City of Covington hereby selects Community Development Partners, LLC to provide assistance in the preparation and administration of the City's 2021 CDBG grant application.

READ AND ADOPTED this the _____ day of _____, 2021.

Justin Hanson
Mayor

ATTEST:

Signature, Title

RESOLUTION
ADOPTING NEW PERSONNEL POLICIES FOR THE COVINGTON POLICE
DEPARTMENT

WHEREAS on July 24, 2007 the City of Covington adopted the City of Covington Police Department Employee Handbook; and

WHEREAS after a thorough review and in consultation with the City of Covington Public Safety Committee the Chief of Police has determined that the aforementioned employee handbook is inadequate in part, outdated in part, and in need of revision and replacement; and

WHEREAS the City of Covington Public Safety Committee has reviewed the proposed new policies and recommended that the Board of Mayor and Aldermen adopt them; and

NOW, THEREFORE, BE IT RESOLVED by Board of Mayor and Aldermen of the City of Covington, Tennessee that the following is hereby approved:

SECTION 1. The City of Covington adopts the personnel policies for the Covington Police Department that are attached to this Resolution.

SECTION 2. The newly adopted personnel policies shall repeal and replace any previous adopted personnel policy for the City of Covington Police Department on the same subject matter.

SECTION 3. Any personnel policy current in place that is not addressed specifically in a new policy shall remain in full force and effect until determined otherwise by this Board.

SECTION 4. In compliance with T.C.A. § 6-54-123 notice of this Resolution has been published in the Covington Leader.

SECTION 5. This Resolution takes effect immediately upon its passage, the public welfare requiring it.

APPROVED this 13th day of April, 2021.

MAYOR

TREASURER

SYMMETRY	GAS	PURCHASED NATURAL GAS	128,022.66
BNY MELLON	BIOMASS	INTEREST PYMT ON BOND	1,841.65
A2H	SEWER	SOUTH FIRE STATION SEWER REHAB	1,575.00
A2H	GENERAL	ST OVERLAY PAVING - PROJECT 20404	2,500.00
A2H	GENERAL	STBG-VARIOUS STREETS - PROJECT 19215	1,173.90
A2H	GENERAL	TRANS ALTERNATIVES - PROJECT 17384	3,377.11
AMANDA DURHAM	POLICE	TRAVEL	592.72
BANCOURT BUSINESSCARD	VARIOUS	MISCELLANEOUS	5,523.78
BFI NORTH SHELBY LANDFILL	WWTP	SLUDGE REMOVAL	4,666.95
BFI NORTH SHELBY LANDFILL	WWTP	SLUDGE REMOVAL	4,774.40
BOB AUSTILL	STREET	REPAIRS	2,760.00
BOB AUSTILL	PARKS/REC	SIDEWALK / CATCH BASIN	1,656.00
BRENNTAG MID SOUTH INC	WWTP	CHEMICALS	1,155.00
BRENNTAG MID SOUTH INC	WWTP	CHEMICALS	3,179.40
BRENNTAG MID SOUTH INC	WWTP	CHEMICALS	1,909.60
BRENNTAG MID SOUTH INC	WWTP	CHEMICALS	2,559.00
BRENNTAG MID SOUTH INC	WWTP	CHEMICALS	1,369.80
CHEMICAL FEED SYSTEMS INC	SANITATION	FLOURIDE MACHINE PARTS	2,076.73
COV/TIPTON CHAMBER	GAS	RENEWAL	13,905.00
COVINGTON ELECTRIC	VARIOUS	ELECTRIC	45,665.90
DAUGHERTY'S WELDING	SANITATION	TRASH TRAILER	3,950.00
DELL EMC	WWTP	COMPUTER	3,020.38
DELL EMC	GAS	COMPUTER(S)	2,683.11
DONALD M BASKIN JR	GENERAL	TAX REFUND	3,261.37
GREEN POINT AG	VARIOUS	MISCELLANEOUS	2,350.75
HUB CITY TIRE CO INC	STREET	TIRES / DISPOSAL FEE	1,737.60
INTEGRATED LLC	POLICE	SUPPLIES	1,265.00
J D DISTRIBUTORS	WTP	DESKS	2,577.16
KIRKJUNE, INC	GENERAL	EMPLOYEE DRUG SCREENS	1,170.00
LADD'S	PARKS/REC	OIL	1,662.40
LIFEGUARD STORE	PARKS/REC	5 LANE ROPES	2,772.75
LOCAL GOVERNMENT CORP	GENERAL	PRINTER / CARTRIDGE	1,520.75
NAFECO	FIRE	GLOVES	1,596.39
PAVEMENT RESTORATION	STREET	REPAIR	7,258.50
PORTLAND UTILITIES	SEWER	EMERGENCY REPAIR	89,321.00
PURVIS INDUSTRIES	WWTP	WWTP REPAIR	1,943.75
ROSE CONSTRUCTION	SEWER	EMERGENCY REPAIR	20,393.54
RUSS JONES	PARKS/REC	BALL FIELD MAINTENANCE	1,428.00
STITCH-N-TIME	PARKS/REC	ATHLETIC UNIFORMS / GEAR	4,216.00
STITCH-N-TIME	PARKS/REC	ATHLETIC UNIFORMS / GEAR	2,152.50
STITCH-N-TIME	PARKS/REC	ATHLETIC UNIFORMS / GEAR	2,100.00
SULLIVAN NATURAL GAS	GAS	CHANGE INDEXES FOR MTU INSTALL	17,155.00
SULLIVANS NATURAL GAS	GAS	GAS METER REPAIRS	1,175.00
TAG TRUCK CENTER	WWTP	TRUCK PARTS	2,363.04
TAG TRUCK CENTER	WWTP	INSPECT/REPAIR KENWORTH	2,004.50
THE LEADER	VARIOUS	NEWSPAPER ADS	1,407.68
TRI STATE METER	GAS	METERS	5,515.50

4-13-2021

WALMART	VARIOUS	MISCELLANEOUS	2,376.39
WASCON INC	SEWER	AMGP PUMPS	1,655.60
WASCON INC	SEWER	REPAIR	1,484.10
WITHERINGTONS SERVICES	PARKS/REC	4-TON PACKAGE SYSTEMS (2)	9,874.00
WOOTEN OIL CO	VARIOUS	VEHICLE MAINTENANCE	1,317.04
XYLEM	SEWER	SEWER REPAIR - SOUTH FIRE STATION	1,460.00
XYLEM	SEWER	SEWER REPAIR - SOUTH FIRE STATION	2,267.95

TOTAL \$ 438,721.35

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