

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 27, 2021, at 5:30 p.m.

1. Meeting to be called to order by Mayor Justin Hanson.
2. Invocation to be given by Alderman Jeff Morris.
3. Pledge of Allegiance to the Flag to be led by Alderman Chris Richardson.
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 Justin Hanson:
 - Updates
9. Report from Recorder-Treasurer Tina Dunn:
 - Sales Tax Report
10. Report from City Attorney Rachel Witherington
11. Old Business:
12. New Business:
 - Resolution – USDA Initial Loan
 - Bills Over/Under \$1,000.00 ready for Board Approval

The Board of Mayor and Aldermen met virtually on April 13, 2021 at 5:30 p.m. with the following members present: Vice-Mayor Johnetta Yarbrough, Aldermen: Danny Wallace, Jeff Morris, John Edwards, C H Sullivan, and Chris Richardson. Also present were Fire Chief Richard Griggs, Police Chief Larry Lindsey, 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 Vice-Mayor Johnetta Yarbrough.

Invocation was given by Alderman John Edwards.

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

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: Sullivan, Edwards, Morris, Richardson, Wallace.

Motion passed.

Motion was made by Alderman C H Sullivan and seconded by Alderman Danny Wallace that the Minutes of the Beer Board be approved (See Attached).

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

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

Motion was made by Alderman John Edwards to amend the original motion to approve the minutes, however, bring the discussion concerning the approval of the personnel policies for the police department to the Finance & Administration Committee Meeting. Chief Lindsey can provide Alderman Edwards these policies in detail. There being no second, the amended motion failed.

Voting Aye: Sullivan, Morris, Richardson, Wallace.

Voting Nay: Edwards

Motion passed.

Motion was made by Alderman Danny Wallace and seconded by Alderman C H Sullivan that the Minutes of the Public Works Committee Meeting be approved (See Attached).

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

Motion passed.

City Attorney Witherington reported the changes/updates for the Municipal Charter will be before Senate for approval and should be signed by Governor Lee by next week.

Vice-Mayor Yarbrough presented the Resolution to select A2H, Inc. for engineering services for the City's 2021 CDBG Application for approval (See Attached).

Motion was made by Alderman John Edwards and seconded by Alderman C H Sullivan to approve the Resolution to select A@H, Inc. for engineering services for the City's 2021 CDBG Application.

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

Motion passed.

Vice-Mayor Yarbrough presented the Resolution to select Community Development Partners, LLC for administrative services for the City's 2021 CDBG Application for approval (See Attached).

Motion was made by Alderman John Edwards and seconded by Alderman C H Sullivan and seconded by Alderman Jeff Morris to approve the Resolution to select Community Development Partners, LLC for engineering services for the City's 2021 CDBG Application.

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

Motion passed.

Vice-Mayor Johnetta Yarbrough presented the Resolution to adopt new personnel polices for the Covington Police Department (See Attached).

Motion was made by Alderman Sullivan and seconded by Alderman Danny Wallace to approve the Resolution to adopt new personnel policies for the Covington Police Department.

Alderman Edwards voiced he could not vote to approve the Resolution due to he has not been able to view these policies.

Voting Aye: Sullivan, Morris, Richardson, Wallace

Voting Nay: Edwards

Motion passed.

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

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	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
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

The General Welfare – Public Relations Committee met virtually at City of Covington on April 13, 2021 at 4:00 p.m. with the following members present: Chairman Alderman Jeff Morris, Alderman John Edwards, and Alderman C H Sullivan. Also present were Alderman Chris Richardson, Alderman Danny Wallace, Alderwoman Johnetta Yarbrough, Parks and Recreation Director Joseph Mack, Museum Director Kathleen Markley, Airport Manager Robin Anderson, James Morris, Peter Reddon, Assistant to the Mayor Rebecca Ray, and Recorder-Treasurer Tina Dunn.

Chairman Alderman Morris called meeting to order.

Park and Recreation Director Joe Mack began discussion on a proposed amendment for park and recreation improvements. It was approved at a previous meeting to amend the Park and Recreation budget for additional improvements at the Park & Recreation Department in the amount of \$130,000.00. He requested an additional \$45,000.00 for playground surfacing. Further discussion will continue at the Finance & Administration Committee Meeting in April, 2021. The special events committee meeting items were discussed. Director Moore, Boys & Girls Club, requested the gate receipt for the Tractor Pull on June 5, 2021 be waived. Project updates on the park and recreation improvements were given. The Balter Field and Coke sign have been replaced along with the Tennis Courts electrical panel. The design is complete for the Frazier Park Basketball Court. Tennis Courts resurfacing is scheduled for June, 2021. The HVAC has been replaced in the Jaycees Building. Buckie Joy has been named the Parks & Recreation Teammate for March, 2021

Motion was made by Alderman Sullivan and seconded by Alderman Edwards to approve the report from Park and Recreation Director Joe Mack.

Voting Aye: Edwards, Sullivan, Morris

Motion passed.

Museum Director Kathleen Markley reported the museum had 258 visitors for the month. Donations of \$1,037.00 were received. A mural has been added to the Genealogy Center. Recent events included Meet the Director, Nature Walk, and DNA 101. An upcoming event is the car/coffee show on May 1, 2021.

Motion was made by Alderman Morris and seconded by Alderman Sullivan to accept the report from Museum Director Markley.

Voting Aye: Edwards, Sullivan, Morris

Motion passed.

Airport Director Robin Anderson reported March fuel sales of 5,107. An update on the security improvements project was presented. The bid for this project will be opened on April 20, 2021. The project will consist of an airfield CCTV security system, replacement of existing lighting with LED fixtures in various locations, and 150LF of perimeter fence replacement. The estimated cost is \$175,800 and will require a match of 5% from the City. The grant is expected to be executed in June, 2021. Peter Reddon approached the committee with a formal introduction. He will be operating in the summer/fall out of the airport providing flight training and exam services.

Motion was made by Alderman John Edwards and seconded by Alderman C H Sullivan to accept the report from Airport Director Robin Anderson.

Voting Aye: Edwards, Sullivan, Morris

Motion passed.

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

The Finance and Administration Committee met virtually on April 20, 2021 at 4:00 p.m. with the following members present: Chairman Alderman C H Sullivan, Mayor Justin Hanson, Aldermen: Johnetta Yarbrough, Danny Wallace, Chris Richardson, John Edwards, and Jeff Morris. Also present were: Building Official Lessie Fisher, Public Works Director David Gray, Personnel Director Tiny Rose, Fire Chief Richard Griggs, Police Chief Larry Lindsey, Parks and Recreation Director Joe Mack, City Attorney Rachel Witherington, Assistant to the Mayor Rebecca Ray, and Recorder-Treasurer Tina Dunn.

Chairman Alderman C H Sullivan called meeting to order.

The LED Lighting presentation was delayed and will be brought back to the Finance & Administration Meeting in May. This project has been advertised for bids and these bids will be opened on April 26, 2021.

Recorder-Treasurer requested to pay off the current leases of the three police vehicles that were purchased in the current budget year. The purchase of these vehicles are budgeted line items and funded by the state grant that was received in July, 2020.

Motion was made by Alderman Wallace and seconded by Alderwoman Yarbrough to approve the request from Director Dunn and pay off the current leases of the three police vehicles that were leased in the current budget year.

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

Motion passed.

Park and Recreation Director Joe Mack began discussion on the special events application fee. CEO James Moore, Boys & Girls Club, requested that the gate receipt be waived for the tractor pull event on June 5, 2021. Also, it was requested to waive the application fee for all special events.

Motion was made by Alderman Sullivan and seconded by Alderman Morris to waive the gate fee for the tractor pull event and waive the \$25.00 application fee for all special events going forward.

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

Motion passed.

Director Mack requested additional funding for the replacement of the engineer wood fiber used throughout the city on the playgrounds. He requested to amend his budget for the purchase of the pour and place to be used on the playgrounds. This purchase will have an initial cost of \$45,000.00. This will be further discussed at the next meeting in May. The sales tax collections will be reviewed along with the cost savings to the City.

Attorney Witherington and Director Fisher presented the proposed updates/changes to Title 4 & 5 in the Municipal Code. Proposed changes to Title 6 & 7 will be presented at the next meeting in May.

Motion was made by Alderman Edwards and seconded by Alderman Sullivan to authorize Attorney Witherington to form the policy for the sale of surplus property.
Voting Aye: Yarbrough, Edwards, Morris, Richardson, Wallace, Hanson, Sullivan
Motion passed.

The Administrative Ordinance was presented for review. This ordinance will be submitted for approval at the same time the Budget Ordinance is presented.

Mayor Hanson began the first round of budget discussion. He reported in this budget is included salary increases bringing employees to the minimum range. Employees will move from one level to the next within a five-year time period. A request was presented from Judge Witherington for an increase in his salary due to the increase in the workload with citations. Increases for the Mayor and Aldermen were discussed. If an increase in salary is proposed, it will not go into effect until the next term of office.

There being no further business, the meeting adjourned at 5:38 p.m.

MONTH TO DATE (2.75%)

REC/SALE	ACTUAL 2019-20	ACTUAL 2020-21	MONTH INC/(DEC)	MONTH INC/DEC %
SEPT/JUL	\$ 312,834	\$ 363,501	\$ 50,667	16.2
OCT/AUG	\$ 317,982	\$ 343,254	\$ 25,272	7.9
NOV/SEP	\$ 287,969	\$ 334,410	\$ 46,441	16.1
DEC/OCT	\$ 318,516	\$ 357,781	\$ 39,265	12.3
JAN/NOV	\$ 310,079	\$ 347,045	\$ 36,966	11.9
FEB/DEC	\$ 398,735	\$ 426,869	\$ 28,134	7.1
MAR/JAN	\$ 281,452	\$ 351,934	\$ 70,482	25.0
APRIL/FEB	\$ 290,545	\$ 293,353	\$ 2,808	1.0
MAY/MAR	\$ 342,172			0.0
JUNE/APR	\$ 355,103			0.0
JULY/MAY	\$ 375,029			0.0
AUG/JUNE	\$ 364,603			0.0

TOTAL

YEAR TO DATE (2.75%)

REC/SALE	ACTUAL 2019-20	ACTUAL 2020-21	MONTH INC/(DEC)	MONTH INC/DEC %
SEPT/JUL	\$ 312,834	\$ 363,501	\$ 50,667	16.2
OCT/AUG	\$ 630,816	\$ 706,755	\$ 75,939	12.0
NOV/SEP	\$ 918,785	\$ 1,041,165	\$ 122,380	13.3
DEC/OCT	\$ 1,237,301	\$ 1,398,946	\$ 161,645	13.1
JAN/NOV	\$ 1,547,380	\$ 1,745,991	\$ 198,611	12.8
FEB/DEC	\$ 1,946,115	\$ 2,172,860	\$ 226,745	11.7
MAR/JAN	\$ 2,227,567	\$ 2,524,794	\$ 297,227	13.3
APRIL/FEB	\$ 2,518,112	\$ 2,818,147	\$ 300,035	11.9
MAY/MAR	\$ 2,860,284			0.0
JUNE/APR	\$ 3,215,387			0.0
JULY/MAY	\$ 3,590,416			0.0
AUG/JUNE	\$ 3,955,019			0.0

US - March

2021

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Collected In	Collections Type	Amount
8401 - Covington	Beer Tax	-2,049.95
8401 - Covington	Business Tax	-39,401.41
8401 - Covington	Local Option - DOR Admin Fee	1,034.16
8401 - Covington	Gasoline 3 Cent	-3,161.77
8401 - Covington	Gasoline 1989 Increase	-1,706.36
8401 - Covington	Gasoline And Motor Fuel	-11,136.53
8401 - Covington	Motor Fuel Improve Act	-5,613.62
8401 - Covington	Petroleum Special	-1,495.27
8401 - Covington	TV Telecom	-784.25
8401 - Covington	Tennessee Valley Authority	-25,827.40
8401 - Covington	Liquor by the Drink	-3,214.90
8401 - Covington	Local Option	-91,925.68
8401 - Covington	State Sales	-66,105.31
8401 - Covington	Local Option - DOR Admin Fee	4,653.75
8401 - Covington	Local Option	-413,667.05
15 Rows		-660,401.59

90



409,018.30/a=

204,506.05

(2,045.07)

90,891.52

202,461.58

202,461.58

293,353.10

Position 5
LOAN RESOLUTION
(Public Bodies)

A RESOLUTION OF THE Mayor and Alderman

OF THE City Of Covington

AUTHORIZING AND PROVIDING FOR THE INCURRENCE OF INDEBTEDNESS FOR THE PURPOSE OF PROVIDING
A PORTION OF THE COST OF ACQUIRING, CONSTRUCTING, ENLARGING, IMPROVING, AND/OR EXTENDING ITS

2021 DCI Repaving Project

FACILITY TO SERVE AN AREA LAWFULLY WITHIN ITS JURISDICTION TO SERVE.

WHEREAS, it is necessary for the City Of Covington

(Public Body)

(herein after called Association) to raise a portion of the cost of such undertaking by issuance of its bonds in the principal amount of
1,255,000.00

pursuant to the provisions of Tennessee; and

WHEREAS, the Association intends to obtain assistance from the Rural Housing Service, Rural Business - Cooperative Service, Rural Utilities Service, or their successor Agencies with the United States Department of Agriculture, (herein called the Government) acting under the provisions of the Consolidated Farm and Rural Development Act (7 U.S.C. 1921 et seq.) in the planning, financing, and supervision of such undertaking and the purchasing of bonds lawfully issued, in the event that no other acceptable purchaser for such bonds is found by the Association:

NOW THEREFORE in consideration of the premises the Association hereby resolves:

1. To have prepared on its behalf and to adopt an ordinance or resolution for the issuance of its bonds containing such items and in such forms as are required by State statutes and as are agreeable and acceptable to the Government.
2. To refinance the unpaid balance, in whole or in part, of its bonds upon the request of the Government if at any time it shall appear to the Government that the Association is able to refinance its bonds by obtaining a loan for such purposes from responsible cooperative or private sources at reasonable rates and terms for loans for similar purposes and periods of time as required by section 333(c) of said Consolidated Farm and Rural Development Act (7 U. S. C. 1983 (c)).
3. To provide for, execute, and comply with Form RD 400-4, "Assurance Agreement," and Form RD 400-1, "Equal Opportunity Agreement," including an "Equal Opportunity Clause," which clause is to be incorporated in, or attached as a rider to, each construction contract and subcontract involving in excess of \$ 10,000.
4. To indemnify the Government for any payments made or losses suffered by the Government on behalf of the Association. Such indemnification shall be payable from the same source of funds pledged to pay the bonds or any other legal permissible source.
5. That upon default in the payments of any principal and accrued interest on the bonds or in the performance of any covenant or agreement contained herein or in the instruments incident to making or insuring the loan, the Government at its option may (a) declare the entire principal amount then outstanding and accrued interest immediately due and payable, (b) for the account of the Association (payable from the source of funds pledged to pay the bonds or any other legally permissible source), incur and pay reasonable expenses for repair, maintenance, and operation of the facility and such other reasonable expenses as may be necessary to cure the cause of default, and/or (c) take possession of the facility, repair, maintain, and operate or rent it. Default under the provisions of this resolution or any instrument incident to the making or insuring of the loan may be construed by the Government to constitute default under any other instrument held by the Government and executed or assumed by the Association, and default under any such instrument may be construed by the Government to constitute default hereunder.
6. Not to sell, transfer, lease, or otherwise encumber the facility or any portion thereof, or interest therein, or permit others to do so without the prior written consent of the Government.
7. Not to defease the bonds, or to borrow money, enter into any contract or agreement, or otherwise incur any liabilities for any purpose in connection with the facility (exclusive of normal maintenance) without the prior written consent of the Government if such undertaking would involve the source of funds pledged to pay the bonds.
8. To place the proceeds of the bonds on deposit in an account and in a manner approved by the Government. Funds may be deposited in institutions insured by the State or Federal Government or invested in readily marketable securities backed by the full faith and credit of the United States. Any income from these accounts will be considered as revenues of the system.
9. To comply with all applicable State and Federal laws and regulations and to continually operate and maintain the facility in good condition.
10. To provide for the receipt of adequate revenues to meet the requirements of debt service, operation and maintenance, and the establishment of adequate reserves. Revenue accumulated over and above that needed to pay operating and maintenance, debt service and reserves may only be retained or used to make prepayments on the loan. Revenue cannot be used to pay any expenses which are not directly incurred for the facility financed by the Government. No free service or use of the facility will be permitted.

CERTIFICATION TO BE EXECUTED AT LOAN CLOSING

I, the undersigned, as _____ of the City Of Covington _____

hereby certify that the Mayor and Alderman _____ of such Association is composed of

_____ members, of whom _____, constituting a quorum, were present at a meeting thereof duly called and

held on the _____ day of _____, _____; and that the foregoing resolution was adopted at such meeting

by the vote shown above. I further certify that as of _____, the date of closing of the loan from the Government, said resolution

remains in effect and has not been rescinded or amended in any way.

Dated, this _____ day of _____, _____.

Title

