

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 AUGUST 25, 2020 AT 5:30 P.M.

1. Meeting to be called to order by Mayor Justin Hanson.
2. Invocation to be given by Alderman Keith Phelps.
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 Finance & Administration Committee Meeting
6. Additions to the Agenda.
7. Welcome to visitors and grievances from citizens.
8. Report from Mayor Justin Hanson:
 - Appointment – Covington Housing Authority
9. Report from Recorder-Treasurer Tina Dunn:
 - Sales Tax Report
10. Report from City Attorney Rachel Witherington:
11. Old Business:
12. New Business:
 - Bills Over/Under \$1,000.00 ready for Board Approval

The Board of Mayor and Aldermen met virtually on August 11, 2020 at 5:30 p.m. with the following members present: Mayor Justin Hanson, Aldermen: Danny Wallace, Johnetta Yarbrough, Jeff Morris, Minnie Bommer, C H Sullivan, and Keith Phelps. Also present were Fire Chief Richard Griggs, Public Works Director David Gray, Personnel Director Tiny Rose, Building Official Lessie Fisher, 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 Phelps and seconded by Alderman Sullivan that the Minutes of the Preceding Meeting be approved as distributed to the Board (See Attached).

Voting Aye: Sullivan, Morris, Bommer, Yarbrough, Phelps, Wallace

Motion passed.

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

Voting Aye: Sullivan, Morris, Bommer, Yarbrough, Phelps, Wallace

Motion passed.

Motion was made by Alderman Morris and seconded by Alderman Phelps that the Minutes of the Public Works Committee Meeting be approved (See Attached).

Voting Aye: Sullivan, Morris, Bommer, Yarbrough, Phelps, Wallace

Motion passed.

Attorney Witherington reported the draft of the Fireworks Ordinance was emailed to the Board Members for review. She reported in Section 7-403 it states the discharge of fireworks within the corporate limits of the City of Covington shall be limited to persons, businesses or organizations that hire a pyrotechnic professional who is licensed or certified as an “exhibitor” or “outdoor fireworks display operator” by the State Fire Marshal to conduct fireworks displays. It was requested to include ATF in this section. All applications will be reviewed by the special events committee and final approval will be by the Board of Mayor and Aldermen.

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

BNY MELLON	BIOMASS	INTEREST PYMT ON BOND	\$ 2,002.16
RUSS JONES	PARKS/REC	BALL FIELD MAINTENANCE	1,428.00
A2H	WATER	PROFESSIONAL SERVICES	\$ 2,700.00
A2H	WATER	PROFESSIONAL SERVICES	\$ 1,080.00
BANCORP SOUTH BUS CARD	VARIOUS	MISC	\$ 4,574.46
BFI NORTH SHELBY LANDFILL	WWTP	SLUDGE DISPOSAL	\$ 2,868.03
BRENNTAG MID SOUTH INC	WWTP	CHEMICALS	\$ 2,610.75
BRENNTAG MID SOUTH INC	WWTP	CHEMICALS	\$ 1,859.60

CHAMPION ROOFING	GENERAL	ROOF-CHILDREN/FAMILY SERVICES	\$ 31,807.00
CITY OF COVINGTON	GENERAL	FLAT IRON LAWSUIT SETTLEMENT	\$ 152,000.00
COMMUNITY DEV PARTNERS	WATER	SITE DEVELOPMENT GRANT - 2020	\$ 3,000.00
COTTRELL ELECTRIC	WWTP	REPAIRS	\$ 3,488.38
G & C SUPPLY CO INC	WATER	COPPER TUBING	\$ 2,800.00
INSOURCE SOLUTIONS	WATER	SCATA UPGRADE	\$ 4,543.00
LOCAL GOVERNMENT CORP	GENERAL	ONLINE PAYROLL TRAINING/UPGRADE	4,797.67
PARK N POOL	PARKS/REC	BIKE RACKS	\$ 1,678.14
PROGRESSIVE BIKE RAMPS	PARKS/REC	FULL INSTALL CHANGE ORDER	\$ 7,818.51
QT POD	AIRPORT	ANNUAL CELL PLAN	\$ 1,425.00
REPUBLIC SERVICES	SANITATION	CONTRACTED SERVICES	89,379.09
SANDSTORM	VARIOUS	ONLINE EXCHANGE PLAN	\$ 6,480.00
TN DEPT ENVIRON/CONSERV	WWTP	ANNUAL FEE - CONNECTIONS	\$ 6,631.30
TN ELEC COOP ASSOC	PUBLIC WORKS	JT&S PUBLIC WORKS DUES	\$ 4,860.00
TRI STATE METER REG	GAS	METERS	\$ 6,393.47
VERIZON	POLICE	PHONE SERVICE	\$ 1,190.00
W & W ELECTRIC	PARKS/REC	ELECTRIC REPAIRS	\$ 2,800.00
W & W ELECTRIC	PARKS/REC	ELECTRIC REPAIRS	\$ 3,600.00
WALMART COMMUNITY CARD	VARIOUS	MISC	\$ 1,844.79
		TOTAL	355,659.35

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

Voting Aye: Sullivan, Morris, Bommer, Yarbrough, Phelps, Wallace

Motion passed.

There being no further business, the meeting adjourned at 5:56 p.m.

Attest:

Recorder-Treasurer

Mayor

The Finance and Administration Committee met virtually on August 18, 2020 at 4:00 p.m. with the following members present: Chairman Alderman C H Sullivan, Mayor Justin Hanson, Aldermen: Keith Phelps, Danny Wallace, C H Sullivan, Minnie Bommer, and Jeff Morris. Also present were: Building Official Lessie Fisher, Public Works Director David Gray, City Attorney Rachel Witherington, Police Chief Larry Lindsey, Personnel Director Tiny Rose, Fire Chief Richard Griggs, Parks & Recreation Director Joe Mack, Walt Downing, Joel Howard, Assistant to the Mayor Rebecca Ray, and Recorder-Treasurer Tina Dunn.

Chairman Alderman C H Sullivan called meeting to order.

Public Works Director Gray began discussion on a pavement project with the assistance of a loan from USDA in the amount of \$1,000,000.00. This debt obligation will be paid from the State Street Aid Fund. He reported the revenue from the State averages \$24,000.00 per month with \$12,000.00 of this amount covering street lighting expenditures. The purchase of road material is approximately \$56,000.00. The loan payment will be \$62,650.00. At this time, the interest rate on the loan is 2.25%. The city will be guaranteed this rate as soon as the money is obligated.

Motion was made by Alderwoman Bommer and seconded by Alderman Sullivan for Director Gray to submit application for the funding of \$1,000,000.00 from USDA for a major street paving project.

Voting Aye: Bommer, Yarbrough, Morris, Phelps, Wallace, Sullivan
Motion passed.

Mayor Hanson requested to submit the application for the 2021 Multimodal Grant that will be used for Phase Two on the Hwy 51 project from TCAT to Muller Brass Road. The requested funds will be \$1,000,000.00 with a \$50,000.00 match from the City.

Motion was made by Alderman Sullivan and seconded by Alderwoman Yarbrough to submit the application for the 2021 Multimodal Grant in the amount of \$1,000,000.00.

Voting Aye: Bommer, Yarbrough, Morris, Phelps, Wallace, Sullivan
Motion passed.

Discussion began on the sale of the North Main Street Property. Director Fisher reported parks require a public restroom per three sections in the Municipal Code as well as the building code. The property on North Main Street is required to have restrooms that are available for the park. Mr. Burnett will be contacted to discuss his interest in the acquisition of the property.

Motion was made by Alderman Phelps and seconded by Alderwoman Bommer to take the discussion on the North Main Street Property to the Park and Recreation Committee Meeting in September, 2020.

Voting Aye: Bommer, Yarbrough, Morris, Phelps, Wallace, Sullivan
Motion passed.

Director Rose began discussion on the Request for Proposals for the Valley Street Property. These RFP ran two weeks in The Leader. There were no proposals received. Director Rose will advertise through social media. Alderman Morris suggested the property to be bid out.

Motion was made by Alderman Sullivan and seconded by Alderwoman Bommer to put Valley Street Property out for bid with a reserve to be no less that double what we have in the property.
Voting Aye: Bommer, Yarbrough, Morris, Phelps, Wallace, Sullivan
Motion passed.

Mayor Hanson began the discussion on the City of Covington Code for the dismissal of the Fire Chief. At this time the Fire Chief can only be dismissed by the Board where all other department heads can be dismissed by the Mayor alone. An update to the Charter of Code will need to be completed. This is dependent on who is allowed to dismiss the department heads.

Motion was made by Alderman Phelps and seconded by Alderman Wallace to bring the discussion on the dismissal of department heads to the Finance & Administration Committee Meeting in September, 2020.
Voting Aye: Bommer, Yarbrough, Morris, Phelps, Wallace, Sullivan
Motion passed.

Director Rose began discussion for the payment of overage of vacation and compensated time. A list of employees presented showing the overage of time. The total amount due employees is \$23,855.84 in which \$23,332.22 is from the general fund. Alderman Sullivan requested the personnel handbook reviewed to show any denied time will be approved by the Department Head or Mayor. If time is denied, he suggested a time period in which the employee takes the time off, so time is not accumulated over the maximum amount allowed. Director Rose stated the handbook does state the department head signs off on any denied time off.

Motion was made by Alderman Sullivan and seconded by Alderman Morris to approve the payment of overage on vacation and compensated time.
Voting Aye: Bommer, Yarbrough, Morris, Phelps, Wallace, Sullivan
Motion passed.

Mayor Hanson began discussion on the Grammar School Property. At the current time, this property is in the conversion process. Since the time of requesting the conversion of this property, it has been determined this property is not the best site for the construction of the new police facility. If we forego the sale of this property, this will allow the old police building at 133 East Pleasant can be sold. Mayor Hanson will inquire about the refund of the \$10,000.00 conversion fee.

Motion was made by Alderman Phelps and seconded by Alderman Morris to not ask for another extension for the conversion and bring discussion of future use of this property back for discussion at the Public Relations Committee Meeting.
Voting Aye: Bommer, Yarbrough, Morris, Phelps, Wallace, Sullivan
Motion passed.

Director Gray reported the need for an asphalt roller. He reported his long-range plan is to hot patch versus cold patch between the months of March and October. He requested to purchase this roller from the one-time state grant revenue.

Motion was made by Alderman Sullivan and seconded by Alderman Wallace to purchase the asphalt roller at a cost of \$15,680.00 with the one-time state grant revenue.

Voting Aye: Bommer, Morris, Phelps, Wallace, Sullivan

Motion passed.

There being no further business, the meeting adjourned at 5:54 p.m.

MONTH TO DATE (2.75%)

REC/SALE	ACTUAL 2018-19	ACTUAL 2019-20	MONTH INC/(DEC)	MONTH INC/DEC %
SEPT/JUL	\$ 305,803	\$ 312,834	\$ 7,031	2.3
OCT/AUG	\$ 304,241	\$ 317,982	\$ 13,741	4.5
NOV/SEP	\$ 293,470	\$ 287,969	\$ (5,501)	-1.9
DEC/OCT	\$ 293,024	\$ 318,516	\$ 25,492	8.7
JAN/NOV	\$ 310,643	\$ 310,079	\$ (564)	-0.2
FEB/DEC	\$ 380,475	\$ 398,735	\$ 18,260	4.8
MAR/JAN	\$ 280,318	\$ 281,452	\$ 1,134	0.4
APRIL/FEB	\$ 281,071	\$ 290,545	\$ 9,474	3.4
MAY/MAR	\$ 332,855	\$ 342,172	\$ 9,317	2.8
JUNE/APR	\$ 325,078	\$ 355,103	\$ 30,025	9.2
JULY/MAY	\$ 335,012	\$ 375,029	\$ 40,017	11.9
AUG/JUNE	\$ 313,072	\$ 364,603	\$ 51,531	16.5

TOTAL

YEAR TO DATE (2.75%)

REC/SALE	ACTUAL 2018-19	ACTUAL 2019-20	MONTH INC/(DEC)	MONTH INC/DEC %
SEPT/JUL	\$ 305,803	\$ 312,834	\$ 7,031	2.3
OCT/AUG	\$ 610,044	\$ 630,816	\$ 20,772	3.4
NOV/SEP	\$ 903,514	\$ 918,785	\$ 15,271	1.7
DEC/OCT	\$ 1,196,538	\$ 1,237,301	\$ 40,763	3.4
JAN/NOV	\$ 1,507,181	\$ 1,547,380	\$ 40,199	2.7
FEB/DEC	\$ 1,887,656	\$ 1,946,115	\$ 58,459	3.1
MAR/JAN	\$ 2,167,974	\$ 2,227,567	\$ 59,593	2.7
APRIL/FEB	\$ 2,449,045	\$ 2,518,112	\$ 69,067	2.8
MAY/MAR	\$ 2,781,900	\$ 2,860,284	\$ 78,384	2.8
JUNE/APR	\$ 3,106,978	\$ 3,215,387	\$ 108,409	3.5
JULY/MAY	\$ 3,441,990	\$ 3,590,416	\$ 148,426	4.3
AUG/JUNE	\$ 3,755,062	\$ 3,955,019	\$ 199,957	5.3



Department of Revenue

City/County Clerk Monthly Summary

Welcome, Tina Dunn

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If you are looking for historical data reports for periods prior to May 2018 for business tax and March 2017 for sales tax, please go to the Business Intelligence Portal and use your existing login information.

Month: Year: Search

Collected In	Collections Type	Amount
8401 - Covington	Business Tax	-962.07
8401 - Covington	Local Option - DOR Admin Fee	1,285.34
8401 - Covington	Hall Income Tax	-5,767.69
8401 - Covington	Gasoline 3 Cent	-4,159.68
8401 - Covington	Gasoline 1989 Increase	-2,244.92
8401 - Covington	Gasoline And Motor Fuel	-14,551.25
8401 - Covington	Motor Fuel Improve Act	-7,329.78
8401 - Covington	Petroleum Special	-1,495.27
8401 - Covington	TV Telecom	-1,086.22
8401 - Covington	Liquor by the Drink	-2,484.16
8401 - Covington	Local Option	-114,252.35
8401 - Covington	State Sales	-75,901.53
8401 - Covington	Local Option - DOR Admin Fee	5,784.08
8401 - Covington	Local Option	-514,140.43
14 Rows		-737,305.93

$$508,356.35 / 2 = 254,178.17$$

$$* .01$$

$$(2541.78)$$

$$251,636.39$$

$$+ 112,967.01$$

$$\$ 364,603.40$$



