

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 APRIL 25, 2023, AT 5:30 P.M.

1. Meeting to be called to order by Mayor Jan Hensley.
2. Invocation to be given by Alderman John Edwards.
3. Pledge of Allegiance to the Flag to be led by Alderwoman Jean Johnson.
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:
 - 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 at City of Covington on April 11, 2023 at 5:30 p.m. with the following members present: Mayor Jan Hensley, Aldermen: Jeff Morris, Danny Wallace, C H Sullivan, Chris Richardson, Jean Johnson, and John Edwards. Also, present were Building Official Lessie Fisher, Public Works Director David Gray, Personnel Director Eboni Eaton, Parks and Recreation Director Molly Glass, Police Chief Donna Turner, Fire Chief Richard Griggs, City Attorney Rachel Witherington, and Recorder-Treasurer Tina Dunn.

The meeting was called to order by Mayor Jan Hensley.

Invocation was given by Alderman Jeff Morris.

Pledge of Allegiance to the Flag was led by Alderman Chris Richardson.

Motion was made by Alderman Sullivan and seconded by Alderman Richardson 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.

Mayor Hensley reported he signed a Proclamation for Natural Disaster on March 31, 2023 which has declared a State of Emergency. Due to the damage from the tornado, there is a need for a contract for debris removal, monitoring services, and a contract for professional services to assist the City with FEMA documentation.

Mayor Hensley recommended Schaus, LLC for the professional services to assist with the FEMA documentation. Norma Eaton has been recommended to assist with this project. The cost of the services will be reimbursed by FEMA.

Motion was made by Alderman Morris and seconded by Alderman Edwards to approve the City to enter into a contract with Schaus, LLC for professional services to assist with FEMA documentation.

Motion passed.

Mayor Hensley recommended Michael Trees and Loader Services for the debris removal. It is estimated that 4,200 cubic yards will need to be removed. It will take approximately three pass throughs to pick up all the debris from the affected areas. Along with the debris removal, FEMA requires a monitoring service. Mayor Hensley recommended DebrisTech, LLC for this service. The debris hauling will be charged by the cubic yard where the monitoring service will be charged by the hour.

Motion was made by Alderman Sullivan and seconded by Alderman Morris to approve the City to enter into a contract with Michael Tree & Loader Service for debris removal.
Motion passed.

Motion was made by Alderman Sullivan and seconded by Alderman Edwards to approve the City to enter into a contract with DebrisTech, LLC for the monitoring services for the debris removal.
Moton passed.

Mayor Hensley reported he has received notification from Delfield Company stating their company will be permanently closed. There will be 197 employees that will be affected by this closure. The distribution center will remain in Covington. Mueller Brass Company is planning to rebuild. H T Hackney is back up and running. Mark Ballard will be opening up a restaurant at the old Bald Butcher location.

City Attorney Rachel Witherington presented a mutual land lease agreement between the City and Tipton County Board of Education (See Attached).

Motion was made by Alderman Edwards and seconded by Alderwoman Johnson to approve the continuation of work on the mutual land lease agreement with the Tipton County Board of Education.
Motion passed.

Attorney Witherington reported there have been false notices placed on structures that appear to be from the City of Covington. The city will not be sending out notices asking people to relocate.

Motion was made by Alderman Sullivan and seconded by Alderman Morris to approve the report from City Attorney Witherington.
Motion passed.

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

BNY MELLON	BIOMASS	INTEREST PYMT ON BOND	5,841.21
A2H	FIRE	PROFESSIONAL SERVICES - SOUTH	4,479.85
A2H	STREET	2018 TRANSPORTATION ALT PROJECTS	1,555.33
AMERICAN EXPRESS	VARIOUS	MISCELLANEOUS	2,875.60
ANDREW OWEN	FIRE	TRAVEL	31.00
BFI NORTH SHELBY LANDFILL	WWTP	SLUDGE REMOVAL	5,464.32
CADENCE BANK	ALL	MISCELLANEOUS	6,555.74
COTTRELL ELECTRIC	WWTP	CONNECT RENTAL GENERATOR	1,616.68
COV-TIPTON CHAMBER	GAS	CONTRIBUTIONS	13,905.00
CUMMINS SALES & SERVICE	WWTP	STANDARD SERVICE JOB	5,935.75
CUMMINS SALES & SERVICE	FIRE	GENERATOR MAINTENANCE - SOUTH	1,151.36
FIRST NET	ALL	TELEPHONE SERVICE	2,190.18
G & C	WATER	MATERIALS / SUPPLIES	2,508.80

The General Welfare – Public Relations Committee met at City of Covington on April 11, 2023 at 4:00 p.m. with the following members present: Chairman 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, Assistant to the Mayor Jason Fleming, and Recorder-Treasurer Tina Dunn.

Chairman Alderman Edwards called meeting to order.

Airport Director Anderson reported the total fuel sales of 7,234 gallons for the month of February and a total of 6,993 gallons for the month of March. The tree obstructions have been cleared. The airport has been issued a license valid until December 31, 2023.

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

Motion passed.

Museum Director Katherine Markley reported the veteran of the month for April is Anne Day and will be recognized on April 11, 2023. The museum had 744 visitors for the month. The Tipton County Museum was awarded the 2023 Award of Commendation in recommendation of superlative achievement for digital media for their website. The museum is in the process of creating a permanent exhibit of our Tipton County Timeline.

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

Motion passed.

Parks and Recreation Director Glass reported the food truck festival will be Saturday, April 15, 2023 but will possibly be at a different location. Due to the damage from the tornado, softball games will be played on Monday and Friday nights at the baseball fields. Baseball games were not interrupted and will continue on Tuesday and Thursday nights. Soccer games will now be played on the Tipton County Schools' property between CIAA and TLC/ALC. There will be practice areas on this land as well for softball and baseball. Damages for the Mueller Brass Complex were discussed. The material for fencing to be done at Frazier Park has been ordered but there is not a set schedule for the work to be completed. The American Red Cross has made a recommendation that the shelter will be closed at noon on April 12, 2023. Director Glass presented the insurance report for the restoration of the roof at 412-A Alston, Children & Family Services Building. This discussion will be placed on the Finance & Administration Agenda on April 18, 2023.

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

Motion passed.

There being no further business, the meeting adjourned at 4:25 p.m.

The Finance and Administration Committee met at City of Covington on April 21, 2023 at 4:00 p.m. with the following members present: Chairman Alderman C H Sullivan, Mayor Jan Hensley, Aldermen: Jeff Morris, Chris Richardson, Danny Wallace, Jean Johnson and John Edwards. Also, present were: Public Works Director David Gray, Fire Chief Richard Griggs, Building Official Lessie Fisher, Police Chief Donna Turner, Personnel Director Eboni Eaton, Park and Recreation Director Molly Glass, and Recorder-Treasurer Tina Dunn.

Chairman Alderman Sullivan called the meeting to order.

SBA Representative approached the committee stating they have representatives located at Dyersburg State Community Center to assist with tornado disaster relief. Also, FEMA has representatives at DSCC.

Director Glass reported she has been in discussion with the insurance company concerning the claim for the roof damage at 412-A Alston. The insurance adjustor has submitted the estimate of \$6,787.29. A request has been made if the approved amount of \$6,787.29 could be increased due to the material that is available. Champion Roofing submitted an estimate of \$8,475.00 which includes the use of metal soffits.

Motion was made by Mayor Hensley and seconded by Alderman Morris to proceed with the estimate from Champion Roofing in the amount of \$8,475.00.

Motion passed.

Director Glass began discussion on the requests that were received from the Special Events Committee. Laurin Fletcher will make a request to waive fees for the Heritage Festival at the next Finance & Administration Committee meeting. Kayla Starnes approached the committee with a request to waive the fees of \$360.00 for fire and police protection. Also, a request was made to waive the 15% gate fees and concession stand fees in lieu of sponsorship. Director Glass reported there is also a fee of \$350.00 to use the fairgrounds. Director Glass reported the fencing has started at Frazier Park.

Motion was made by Alderman Sullivan and seconded by Alderman Morris to waive 50% of the fees for police protection, fire protection, and fairground rental fees.

Motion passed.

Mayor Hensley presented the budget worksheets showing a balanced budget in all funds. There will be further discussion at the next Finance & Administration Committee Meeting. He requested any questions be sent to the department heads, Recorder-Treasurer Dunn, or himself.

Mayor Hensley reported donations are being received for tornado disaster relief. He began a discussion on the need for a ground service at Project Play Park. This park could be used for the elementary and middle school students at the new location on Baltzer Field located in Cobb Parr Park. There has been a commitment from CSC Sugar (Sugaright) for \$50,000 for this project. It

is estimated at a cost of \$270,000.00 if the city chooses to use Pour in Play which will have a warranty of ten years.

There being no further business, the meeting adjourned at 5:00 p.m.

MONTH TO DATE (2.75%)

REC/SALE	ACTUAL 2021-22	ACTUAL 2022-23	MONTH INC/(DEC)	MONTH INC/DEC %
SEPT/JUL	\$ 364,011	\$ 385,626	\$ 21,615	5.9
OCT/AUG	\$ 338,938	\$ 399,222	\$ 60,284	17.8
NOV/SEP	\$ 355,452	\$ 393,378	\$ 37,926	10.7
DEC/OCT	\$ 361,711	\$ 383,306	\$ 21,595	6.0
JAN/NOV	\$ 382,511	\$ 393,422	\$ 10,911	2.9
FEB/DEC	\$ 442,266	\$ 492,439	\$ 50,173	11.3
MAR/JAN	\$ 340,498	\$ 373,007	\$ 32,509	9.5
APRIL/FEB	\$ 340,374	\$ 368,132	\$ 27,758	8.2
MAY/MAR	\$ 406,623	\$ -	\$ -	0.0
JUNE/APR	\$ 401,528	\$ -	\$ -	0.0
JULY/MAY	\$ 488,078	\$ -	\$ -	0.0
AUG/JUNE	\$ 410,267	\$ -	\$ -	0.0

TOTAL

YEAR TO DATE (2.75%)

REC/SALE	ACTUAL 2021-22	ACTUAL 2022-23	MONTH INC/(DEC)	MONTH INC/DEC %
SEPT/JUL	\$ 364,011	\$ 385,626	\$ 21,615	5.9
OCT/AUG	\$ 702,949	\$ 784,848	\$ 81,899	11.7
NOV/SEP	\$ 1,058,401	\$ 1,178,226	\$ 119,825	11.3
DEC/OCT	\$ 1,420,112	\$ 1,561,532	\$ 141,420	10.0
JAN/NOV	\$ 1,802,623	\$ 1,954,954	\$ 152,331	8.5
FEB/DEC	\$ 2,244,889	\$ 2,447,393	\$ 202,504	9.0
MAR/JAN	\$ 2,585,387	\$ 2,820,400	\$ 235,013	9.1
APRIL/FEB	\$ 2,925,761	\$ 3,188,532	\$ 262,771	9.0
MAY/MAR	\$ 3,332,384	\$ -	\$ -	0.0
JUNE/APR	\$ 3,733,912	\$ -	\$ -	0.0
JULY/MAY	\$ 4,221,990	\$ -	\$ -	0.0
AUG/JUNE	\$ 4,632,257	\$ -	\$ -	0.0



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Revenue Collection Summary

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

03 - March ▼

Year

2023 ▼

Export *Filter*

Collected In	Collections Type	Amount
8401 - Covington	Beer Tax	-1,804.20
8401 - Covington	Business Tax	-17,383.92
8401 - Covington	Local Option - DOR Admin Fee	1,288.39
8401 - Covington	Gasoline 3 Cent	-2,981.76
		-771,637.31



Collected In	Collections Type	Amount
8401 - Covington	Gasoline 1989 Increase	-1,614.82
8401 - Covington	Gasoline And Motor Fuel	-10,381.76
8401 - Covington	Motor Fuel Improve Act	-5,236.15
8401 - Covington	Petroleum Special	-1,322.56
8401 - Covington	TV Telecom	-824.18
8401 - Covington	Tennessee Valley Authority	-26,039.38
8401 - Covington	Liquor by the Drink	-3,548.85
8401 - Covington	Local Option	-114,523.36
8401 - Covington	State Sales	-77,706.03
8401 - Covington	Local Option - DOR Admin Fee	5,797.76
8401 - Covington	Local Option	-515,356.49
		-771,637.31



$$\begin{array}{r}
 509,558.73 / 2 = 254,779.37 \\
 \underline{2,547.79} \\
 252,231.58 \\
 \underline{2,665.64} \\
 \$ 254,897.24
 \end{array}$$

$$\begin{array}{r}
 113,234.97 \\
 + 254,897.24 \\
 \hline
 368,132.21
 \end{array}$$

