

JAN WADE HENSLEY
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 MARCH 14, 2023, AT 5:30 P.M.

1. Meeting to be called to order by Mayor Jan Hensley.
2. Invocation to be given by Alderman Danny Wallace.
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 Covington Municipal-Regional Planning Commission Meeting
 - 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 Jan Hensley:
 - Updates
9. Report from Recorder-Treasurer Tina Dunn:
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 February 28, 2023 at 5:47 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 Chris Richardson.

Pledge of Allegiance to the Flag was led by Alderman Jeff Morris.

Motion was made by Alderman Sullivan and seconded by Alderman Edwards 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 Relations Committee Meeting be approved (See Attached).

Motion passed.

Motion was made by Alderman Sullivan and seconded by Alderman Morris that the Minutes of the Finance & Administration Committee Meeting be approved (See Attached).

Motion passed. Alderman Edwards abstained from voting.

Shelvie Rose approached the Board concerning the condition of the property located at 322 W. Ripley Street. Attorney Witherington will review the complaint. Alderman Edwards presented the real estate data on the property in question stating the property is in an estate and he does not control the property. Alderman Edwards stated it is a personal attack and requested the information for the properties in the estate be included in the minutes.

Mayor Hensley reported the Covington Electric Board agreed to make donation in the amount of \$15,000.00 for the professional planning services from LRK. A request will be presented to the Covington ID Board for a donation to assist with the fees from LRK.

Recorder-Treasurer Tina Dunn reported the sales tax collections received in February, 2023 were in the amount of \$492,439 which is an increase of \$50,000.00 or 11.3% (See Attached).

Motion was made by Alderman Sullivan and seconded by Alderman Sullivan to approve the report from Recorder-Treasurer Dunn.

Motion passed.

City Attorney Witherington reported the small piece of property conveyed to Waffle House was approved by a resolution in May, 2022 for it stated to convey property to the purchaser of the property. This property is located on Holly Grove Road. This allows Waffle House to have road frontage.

Motion was made by Alderman Sullivan and seconded by Alderman Morris to maintain the Resolution that the Board of Mayor and Aldermen approved in 2022 including the Dan Gatlin Property if he should get a buyer for his property. Director Fisher reported Mr. Gatlin is aware of the resolution and feels it is the best way to move forward.

Motion passed.

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

Motion passed.

Mayor Hensley presented the Resolution for approval to apply for Community Facility Grant funds to be administered by USDA for approval (See Attached). The purpose of the said funds is to assist in the purchase of equipment for essential community facilities.

Motion was made by Alderman Morris and seconded by Alderman Edwards to approve the Resolution to apply for Community Facility Grant funds to be administered by USDA.

Motion passed.

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

A T & T	ALL	TELEPHONE SERVICE	2,108.52
A T & T	VARIOUS	TELEPHONE SERVICE	2,313.25
ANNA GOFORTH	FIRE	MEAL ALLOWANCE	58.00
BFI NORTH SHELBY LANDFILL	WWTP	SLUDGE REMOVAL	3,683.06
BSN SPORTS	PARKS & REC	STEEL POLE / KEVLAR TOP	2,675.00
CITY OF COVINGTON	ALL	UTILITIES	12,212.04
CLIMER HEAVY EQUIPMENT REP	WATER	REPLACE PROGRAM FUEL INJECTORS	6,092.00
COMSERV WIRELESS	FIRE	LIGHTS - CHIEF'S VEHICLE	1,580.95
COVINGTON ELECTRIC	ALL	ELECTRIC SERVICE	48,825.12
CROMWELL & SCOTT	FIRE	REPAIRS - INSURANCE CLAIM – N STAT	76.00
DECATUR CO BANK	STATE ST AID	PRINCIPLE / INTEREST	87,645.89
FIRSTNET	VARIOUS	TELEPHONE SERVICE	2,217.40
HACH COMPANY	WWTP	CHEMICALS	1,180.91
HARCROS	WWTP	CHEMICALS	5,965.90
HARCROS	WWTP	CHEMICALS	3,971.28
HARCROS	WTP	CHEMICALS	3,111.78
HC3	UTILITIES	STATEMENTS / MAILING	1,158.05
HI SPEED INDUSTRIAL SERVICE	WWTP	TROUBLESHOOT / REPLACE HOIST PEND	1,877.60
HOME DEPOT	VARIOUS	MISCELLANEOUS	1,285.20
HUB CITY TIRE CO	POLICE	TIRES (80	2,275.20
MEAC	GAS	PURCHASED NATURAL GAS	77,004.00
NATIONAL WATER SERVICES LLC	WTP	WINTER 2022 PREVENTATIVE MAINT	2,220.00
PAVEMENT RESTORATION SERV	STREET	MATERIALS	2,724.93
SOUTHWEST TN EMC	AIRPORT	ELECTRIC	1,990.07

SULLIVANS NATURAL GAS SERV	GAS	MATERIALS	3,581.40
SYMMETRY	GAS	PURCHASED NATURAL GAS	164,060.42
TITAN AVIATION FUELS	AIRPORT	JET A FUEL	25,856.38
TN COMPTROLLER	TREASURER	POSTAGE - MAILING CITY TAXES	3,185.00
WASCON INC	SEWER	MATERIALS	11,599.82
		TOTAL	\$ 482,535.17

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

Motion passed.

There being no further business, the meeting adjourned at 6:23 p.m.

Attest:

Recorder-Treasurer

Mayor

The Covington Municipal-Regional Planning Commission met on February 7, 2023, at 12:00 p.m. with the following members present: Chairman Joe Auger, Vice Chairman Sammy Beasley, Secretary Alice Fisher, Commissioners: Sue Rose, Sara Carter, C.H. Sullivan, Annette Johnson, Louise McBride, and Laine Olesen. Also present were Building Official Lessie Fisher, Planner Will Radford, Mayor Jan Hensley, Code Officer Jennifer Nolen, Fire Inspector Jason Jenkins, Code Technician Phyllis Mayfield, and Lance Lanier.

Meeting was called to order by Chairman Joe Auger.

Motion was made by Alice Fisher and seconded by C.H. Sullivan that the minutes of the preceding meeting be approved. Motion passed.

A minor subdivision plat was submitted for Vaughan Farms, LLC to create a 2.92 acre lot from a 24 (approximate) acre parent tract. The property is located near 1465 Dawson Road. The property can be described as Parcel 11.00 on Tipton County Tax Map 051.

Motion was made by Sammy Beasley and seconded by C.H. Sullivan to approve the plat. Motion passed.

Alice Fisher made a motion, seconded by Sammy Beasley to adjourn the meeting. There being no further business, the meeting adjourned at 12:07 p.m.

The Beer Board of the City of Covington, Tennessee met at City Hall on February 28, 2023 at 5:30 p.m. with the following members present: Mayor Jan Hensley; Aldermen: Chris Richardson, C H Sullivan, John Edwards, Jean Johnson, Danny Wallace, and Jeff Morris. Also present were Public Works Director David Gray, Building Official Lessie Fisher, Fire Chief Richard Griggs, Police Chief Donna Turner, Personnel Director Eboni Eaton, Parks and Recreation Director Molly Glass, City Attorney Rachel Witherington, and Recorder-Treasurer Tina Dunn.

Meeting was called to order by Mayor Jan Hensley.

Public Hearing regarding the consideration of the suspension, revocation, or civil penalty in lieu of suspension concerning the Beer Permit of Reenaben Ravikumar Patel, co-owner operator of M. A. Khodul, Inc., dba Fast Way at 880 Hwy 51 for selling beer to a minor was called to order.

Motion was made by Alderman Jeff Morris and seconded by Alderman C H Sullivan to impose a fine of \$2,500.00 to Reenaben Ravikumar Patel, co-owner operator of M. A. Khodul, Inc., dba Fast Way at 880 Hwy 51 for selling beer to a minor.

Motion passed.

Public Hearing regarding the consideration of the suspension, revocation, or civil penalty in lieu of suspension of the Beer Permit of Judson W. O. Naifeh and Dana Townsend Naifeh, co-owners and operators of Naifeh's LLC, dba Naifeh's Cash Saver at 951 Hwy 51 North for selling beer to a minor was called to order.

Motion was made by Alderman Morris and seconded by Alderman Wallace to impose a \$1,000.00 fine to Judson W. O. Naifeh and Dana Townsend Naifeh, co-owners and operators of Naifeh's LLC, dba Naifeh's Cash Saver at 951 Hwy 51 North for selling beer to a minor. They are a responsible vendor.

Motion passed. Alderman Sullivan abstained from voting.

Public Hearing regarding the consideration of the suspension, revocation, or civil penalty in lieu of suspension of the Beer Permit of Dolgencorp, LLC, dba General Dollar Store, #43 at 960 Hwy 51 North for selling beer to a minor was called to order.

Motion was made by Alderman Edwards and seconded by Alderman Wallace to impose a \$2,500.00 fine contingent proof of responsible vendor status to Dolgencorp, LLC dba General Dollar Store, #43 at 960 Hwy 51 North. The fine will be reduced to \$1,000.00 if Dolgencorp, LLC is a responsible vendor.

Motion passed.

David Gwinn reported the annual fees of thirty beer permits have been paid. Nineteen have passed annual inspections. Second inspections will be scheduled for the permit holders that did not pass the first inspection. An update will be given on the status of the inspections.

There being no further business, the meeting adjourned at 5:47 p.m.

The General Welfare – Public Safety Committee met at City of Covington on February 28, 2023 at 4:00 p.m. with the following members present: Mayor Jan Hensley, Alderman Chris Richardson, Alderman John Edwards, and Alderman C H Sullivan. Also, present were Police Chief Donna Turner, Fire Chief Richard Griggs, Public Works Director David Gray, Alderman Jeff Morris, Alderwoman Jean Johnson, Alderman Danny Wallace, and Recorder-Treasurer Tina Dunn.

Meeting was called to order by Chairman Alderman Chris Richardson.

Fire Chief Griggs reported there were not any hours worked by the volunteers in February, 2023. The run report was presented showing 227 calls from January 19, 2023 to February 23, 2023. The county coverage area collections are \$67,500.00 for 2023. Second notices were sent out on February 28, 2023. The 2022 Educational Incentive Pay request was received on February 27th. TDEC/EPA has been contacted about the oil complaint at 1502 Andrews Street. The owner of the property has been contacted and is cleaning up the property. The floor bid was awarded to Cromwell & Scott and the material has been ordered. The weather sirens are currently working. Sirens were activated on February 22, 2023 to promote severe weather awareness week. An application for an AFG Grant to assist with the purchase of a high pressure tool set and an apparatus to replace E-2 will be submitted. The care and fire inspection reports were presented for review. Cody Peeler was hired as a volunteer firefighter.

Motion was made by Alderman Edwards and seconded by Alderman Sullivan to approve the fire department report.

Motion passed.

Chief Turner reported there are four vacant positions. All staff attended “The Foster Gift “ training with Shannon Leach, Community Relations Director, and Jennifer Hall. The purpose of this training is to give the officers information on the process of the placement for children who are in crisis and cannot return to their natural home. Also, all staff attended training with “The Lighthouse”. The purpose of this training is to inform officers about the Safe Harbor Drug treatment program. An application has been made to apply for the Tennessee Formula Based Grant for Violent Crime Intervention in the amount of \$156,646.00. This is a non-competitive grant and is 100% funded by the State. The statistics for the month were presented showing 1,889 calls for the month and 340 traffic stops. Press releases were presented on the aggressive dog complaint on N. Maple Street and the underage sell of alcohol compliance check operation. The number of shots fired calls were presented showing 107 calls in the year 2022.

Motion was made by Alderman Sullivan and seconded by Mayor Hensley to approve the police department report.

Motion passed.

There being no further business, the meeting adjourned at 4:22 p.m.

The Public Works Committee met at City of Covington on March 7, 2023 at 4:00 p.m. with the following members present: Chairman Alderman Danny Wallace, Alderman Jeff Morris, Alderwoman Jean Johnson, and Mayor Jan Hensley. Also present were Public Works Director David Gray, Building Official Lessie Fisher, Alderman John Edwards, Alderman C H Sullivan, Alderman Chris Richardson, Utilities Manager Calvin Johnson, Street Manager James Dowell, and Recorder-Treasurer Tina Dunn.

Chairman Alderman Wallace called meeting to order.

Public Works Director Gray presented the updated Street Lighting Policy. An update includes Covington Public Works will use design standards by Path/LE that were established through the city-wide LED conversion. These standards were presented.

Motion was made by Mayor Hanson and seconded by Alderman Morris to approve the street lighting policy, 00-0307-2023, as presented by Director Gray.
Motion passed.

The public assistance grant for the ice storm that occurred in February, 2022 was received in the amount of \$87,620.84. There has been equipment ordered to repair the generator at the Wastewater Treatment Plant. A generator is being rented until the repairs are completed on the old generator. The repairs for Well #7 should be completed by the week ending 3/17/2023. The Distribution Integrity Management Program Inspection was completed and no violations were cited during this inspection. Director Gray reported vacuum machine pickup ended February 28th for grass clippings, hedge cutting, and leaves. Public Works are presently picking up what is curbside. Alderman Sullivan requested additional time for the period allowed for the vacuum machine pickup. The ordinance/policy can be reviewed. Director Gray reported a request has been received to place a handicap parking spot on E. Liberty Ave. Alderman Wallace expressed the need for two handicap parking spaces. Director Gray will move forward with the placement of two handicap parking places.

Motion was made by Alderman Morris and seconded by Mayor Hensley to approve the report from Public Works Director David Gray.
Motion passed.

Building Official Fisher presented a list of the blighted properties from the 2017 Windshield Survey that was submitted during the CDBG Blight Eradication Grant. This list shows properties that have been demolished, renovated, sold, or on watch. Also, this list provides potential properties that will be submitted with the CDBG application for blighted properties. Owners will be contacted to see if they would like to participate in this program. The city attorney is reviewing to see if a lien can be attached to the property included in the grant if it is sold at a later date.

Motion was made by Alderman Morris and seconded by Mayor Hensley to accept the report from Building Official Fisher.
Motion passed.

Mayor Hensley gave an update on the biomass gasification plant. The city attorney has contacted Kathy Glappa, Dept. of Environment & Conservation, to see if the Green Energy Grant in the amount of \$250,000.00 that was received during the construction of the biomass gasification plant will need to be reimbursed due to the ongoing interest in the purchase of this property.

Director Fisher is researching the THDA program with Mattie Cushman, Community Development Partners, LLC.

There being no further business, the meeting adjourned at 4:46 p.m.

