

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 MAY 9, 2023, AT 5:30 P.M.

1. Meeting to be called to order by Mayor Jan Hensley.
2. Invocation to be given by Alderwoman Jean Johnson.
3. Pledge of Allegiance to the Flag to be led by Alderman John Edwards.
4. Minutes of the Preceding Meeting to be approved.
5. Report from Committees:
 - 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:
 - Proclamation – National Public Works Week
 - Resolution – Building Permit Fees
 - Bills Over/Under \$1,000.00 ready for Board Approval

The Board of Mayor and Aldermen met at City of Covington on April 25, 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 John Edwards.

The Pledge of Allegiance to the Flag was led by Alderwoman Jean Johnson.

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

Motion passed.

Motion was made by Alderman Richardson and seconded by Alderwoman Johnson that the Minutes of the General Welfare – Public Relations Committee Meeting be approved (See Attached).

Motion passed.

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

Motion passed.

Mayor Hensley reported there has been approximately 6,000 cubic yards of debris from the tornado damage removed by the contractor. The temporary structures are being built on Baltzer Field for Crestview Elementary and Crestview Middle Schools. There will be a cookout at Greater Saint John Church located at 411 Shelton Street on May 6, 2023 at 1:00 p.m. This cookout will be for the tornado disaster workers/volunteers.

Recorder-Treasurer Tina Dunn presented the sales tax report for collections in February, 2023 in the amount of \$368,000.00 which is an increase of \$27,000 (See Attached).

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

Motion passed.

City Attorney Witherington reported a request has been received from the Boys & Girls Club to allow Canaan Baptist Church host a community baby shower on May 13, 2023 at the Boys & Girls Club location.

Motion was made by Alderman Edwards and seconded by Alderman Richardson to approve the event hosted by Canaan Baptist Church be held at the Boys & Girls Club.

Motion passed.

Motion was made by Alderman Richardson and seconded by Alderman Wallace to accept the report from Attorney Witherington.

Motion passed.

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

MEAC	GAS	PURCHASED NATURAL GAS	37,572.00
SYMMETRY	GAS	PURCHASED NATURAL GAS	70,982.68
A T & T	ALL	PHONE SERVICE	2,401.95
A T & T	ALL	PHONE SERVICE	2,004.27
A2H	STREET	MULTIMODAL ACCESS GRANT	21,699.12
BFI NORTH SHELBY LANDFILL	WWTP	SLUDGE REMOVAL	4,373.69
BFI NORTH SHELBY LANDFILL	WWTP	SLUDGE REMOVAL	7,121.10
CANON SOLUTIONS	PARKS / REC	COPY MACHINE LEASE	1,046.91
CHRISTIAN GEARY ELECTRIC	SANITATION	STORM DAMAGE-SEWER PUMP-CREST	1,000.00
CITY OF COVINGTON	ALL	UTILITIES	9,675.70
COVINGTON ELECTRIC	ALL	ELECTRIC SERVICE	44,836.61
G & C SUPPLY CO INC	SEWER	MISC SUPPLIES / MATERIALS	1,100.90
G & C SUPPLY CO INC	SEWER	MISC SUPPLIES / MATERIALS	1,170.00
GREEN POINT AG	VARIOUS	MISCELLANEOUS	2,387.10
HARCROSS	WWTP	CHEMICALS	9,840.00
KRISTIE GLASS MAXWELL	GENERAL	APRIL 2023 MIXED DRINK TAX	1,774.43
LOCAL GOVERNMENT CORP	REC - TREAS	HARDWARE (NEW SERVER) - SUPPORT	6,582.05
LOCAL GOVERNMENT CORP	DATA PROC	NEXTGEN SERVER - RANSOMWARE	3,876.25
MEMPHIS POOL SUPPLY	PARKS / REC	CHLORINE	1,935.00
OWEN & WITHERINGTON	ATTORNEY	PROFESSIONAL SERVICES	3,887.50
PURVIS INDUSTRIES	WWTP	DODGE BEARINGS - INBOARD & OUT	9,991.88
REGIONS CORPORATE TRUST	BOARD	DEBT SERVICE - PRINCIPAL & INTEREST	16,050.00
REGIONS CORPORATE TRUST	WATER	DEBT SERVICE - PRINCIPAL & INTEREST	48,165.00
REGIONS CORPORATE TRUST	SEWER	DEBT SERVICE - PRINCIPAL & INTEREST	237,280.00
ROY BLACKWELL ENTERPRISES	WWTP	REPAIRS	8,428.48
SOUTHWEST TENNESSEE EMC	AIRPORT	ELECTRIC SERVICE	1,510.36
TIPTON CO SANITATION	SANITATION	DUMPING FEE	1,008.00
TITAN AVIATION FUEL	AIRPORT	JET A FUEL	22,760.77
TRI STATE METER & REG	GAS	METER INVENTORY / SUPPLIES	1,225.00
WALKER'S COMMERCIAL CUT	AIRPORT	CUT / GRIND / CLEAN UP 3 TREES	5,500.00
WALMART	VARIOUS	MISCELLANEOUS	4,637.24
WOOTEN TRACTOR CO	STREET	RING / DRIVE SHAFT / FREIGHT	1,004.13
		TOTAL	592,828.12

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

Motion passed.

There being no further business, the meeting adjourned at 5:48 p.m.

Attest: _____
Recorder-Treasurer Mayor

The General Welfare – Public Safety Committee met at City of Covington on April 25, 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, Park and Recreation Director Molly Glass, Personnel Director Eboni Eaton, Alderman Jeff Morris, Alderwoman Jean Johnson, Alderman Danny Wallace, Assistant to the Mayor Jason Fleming, and Recorder-Treasurer Tina Dunn.

Meeting was called to order by Chairman Alderman Chris Richardson.

Fire Chief Griggs presented a letter he will be sending out to the community thanking the many workers/volunteers during the tornado that occurred in our city. There were 37 hours worked by the volunteers in April, 2023. The run report was presented showing 222 calls from March 23, 2023 to April 20, 2023. The county coverage area collections are \$79,050.00 for 2023. The extrication tools have been purchased through H-GAC Cooperative Purchasing Program in the amount of \$12,490.00. There was damage from the tornado at the South Fire Station including garage doors, fence, radio building roof, radio antennas, & repeater. The weather sirens located at Church of Christ and Crestview were also damaged in the tornado. The Hall Street Siren is still not spinning but should be repaired on Thursday. Chief Griggs reported Central Dispatch E911 is responsible for manually activating the warning sirens Alderman Edwards requested the log be reviewed to see if the sirens were activated on March 31st. Some citizens state they did hear the sirens while others did not. The care and fire inspection reports were presented for review.

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

Motion passed.

Chief Turner presented press releases for review. There are seven vacant positions. Officer Michael Sadler was sworn in on March 30, 2023. Amari Hayes has been hired as the Criminal Intelligence Analyst. Lt. Ginn and Sgt. Nelson attended the TN Information Enforcement Seminar. Detective Sarah Dillingham attended Terrorism Liaison Officer Training. Detective Dillingham will be the liaison with the Tennessee Office of Homeland Security. The monthly activity report was presented. The statistics for the month were presented showing 1,532 calls for the month and 359 traffic stops.

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

Motion passed.

There being no further business, the meeting adjourned at 4:24 p.m.

The Public Works Committee met at City of Covington on May 2, 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, Alderman C H Sullivan, Utilities Manager Calvin Johnson, Assistant to the Mayor Jason Fleming, and Recorder-Treasurer Tina Dunn.

Chairman Alderman Wallace called meeting to order.

Mayor Hensley gave an update on the disaster recovery efforts. The city has entered into a thirty-day contract with Michael's Tree & Loader Service for debris removal. As of March 31, 2023, there have been 30,317 cubic yards of debris removed. Director Gray recommended the date of May 10, 2023 for the last day for citizens to place debris on the street for the contractor to remove. This will allow the contractor six working days to pick up before the end of the contract date of May 18, 2023. A request for proposals has been advertised to seek bids for the removal and monitoring of debris which will be awarded after the emergency contract of thirty days is complete. This is a requirement for FEMA. The city has completed the registration and application briefing required by FEMA. There is an on-site visit set for May 9, 2023. The ARP Collaborative Grant has been approved. The contract has been received and sent to Community Development Partners for review. This grant will be used for wastewater plant upgrades. The annual bids opening for the public works department will be on May 10, 2023. These bids will be reviewed and brought to the Public Works Meeting in June for approval. The National Public Works Week will be May 21st – May 27th. Hydrant flushing will begin on May 15, 2023. The James Street Sidewalk Project has been funded and a notice to proceed has been approved. A2H will prepare the bid packet and set up the date for the bid opening.

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 Lessie Fisher reported there has been 18,000 volunteer hours logged at the donation center for tornado disaster relief. There have been 3,000 hours from Samaritan Purse. Church of Christ has provided 5,000 meals and over 3,000 volunteer hours. The First United Methodist Church has been placed in charge of the financial assistance and the food pantry. Mayor Hensley made the recommendation to reduce permit fees for the tornado affected areas to help citizens who are trying to rebuild. There will be a meeting concerning the blight grant with Community Development Partners next week. An update will be brought to the Public Works Meeting in June.

Motion was made by Mayor Hensley and seconded by Alderwoman Johnson to reduce permits fees by 50% for tornado affected areas until December 31, 2023 contingent on approval from the city attorney.
Motion passed.

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

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

PROCLAMATION

National Public Works Week

May 21–27, 2023

“Connecting the World Through Public Works”

WHEREAS, public works professionals focus on infrastructure, facilities and services that are of vital importance to sustainable and resilient communities and to the public health, high quality of life and well-being of the people of Covington, Tennessee; and,

WHEREAS, these infrastructure, facilities and services could not be provided without the dedicated efforts of public works professionals, who are engineers, managers, and employees at all levels of government and the private sector, who are responsible for rebuilding, improving, and protecting our nation’s transportation, water supply, water treatment and solid waste systems, public buildings, and other structures and facilities essential for our citizens; and,

WHEREAS, it is in the public interest for the citizens, civic leaders and children in Covington, Tennessee to gain knowledge of and to maintain an ongoing interest and understanding of the importance of public works and public works programs in their respective communities; and,

WHEREAS, the year 2023 marks the 63rd Annual National Public Works Week sponsored by the American Public Works Association/Canadian Public Works Association be it now,

RESOLVED, I, JAN WADE HENSLEY, MAYOR, do hereby designate the week of May 21–27, 2023 as

NATIONAL PUBLIC WORKS WEEK

and I urge all citizens to join with representatives of the American Public Works Association and government agencies in activities, events, and ceremonies designed to pay tribute to our public works professionals, engineers, managers, and employees and to recognize the substantial contributions they make to protecting our national health, safety, and quality of life.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Seal of the City of Covington, Tennessee to be affixed.

This 9th day of May 2023.

RESOLUTION 23-5-9

**A RESOLUTION TO REDUCE BUILDING PERMIT FEES FOR VICTIMS
IN THE EFFECTED TORNADO DAMAGE AREA**

WHEREAS, various permit fees and utility deposits are set by the Administrative Ordinance, and the current version of said ordinance was adopted on June 28, 2022; and

WHEREAS, an EF3 tornado hit the City of Covington on March 31, 2023, causing significant damage. Thereafter, Mayor Jan Hensley declared emergency; and

WHEREAS, five hundred thirty (530) buildings and single-family dwellings were partially or totally damaged in Tipton County, Tennessee resulting in targeted demolition and reconstruction efforts in the affected areas; and

WHEREAS, the Board of Mayor and Alderman find that it is in the best interest of the citizens in affected areas in the City of Covington's jurisdiction to temporarily reduce fees for associated permits, and other fees that affected citizens will owe the City as demolition and reconstruction continues.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY OF COVINGTON BOARD OF MAYOR AND ALDERMAN:

- Section 1** The costs for building permits, demolition permits, and any other necessary permits or fees owed for those affected citizens and businesses seeking to demolish, reconstruct or repair their property and/or structures from the effects of the tornado of March 31, 2023 shall be reduced to fifty percent (50%) of the current adopted fees as set forth in the Administrative Ordinance.
- Section 2** That if reconstruction of damaged structures and homes takes place the water, sewer, gas, and sanitation deposits will be held (so affected citizens and businesses do not incur the current deposit rates). If reconstruction does not take place the deposit will be applied to the last bill.
- Section 3** This temporary fee reduction only applies to those citizens and businesses in the affected area in the City of Covington's jurisdiction as determined by the inclusion of the property on the Damage Assessment/Windshield Survey along with verification by the Building Official.

BE IT FURTHER RESOLVED that this Resolution shall become effective immediately upon its passage and shall remain in effect until December 31, 2023, the public welfare requiring it.

ADOPTED this 9th day of May, 2023.

Mayor

Recorder-Treasurer

BNY MELLON	BIOMASS	INTEREST PYMT ON BOND	\$ 5,630.29
BNY MELLON	BIOMASS	PRINCIPAL PYMT ON BOND	\$ 84,100.00
A T & T MOBILITY	ALL	TELEPHONE SERVICE	\$ 2,196.21
BFI NORTH SHELBY LANDFILL	WWTP	SLUDGE REMOVAL	\$ 5,259.15
BOB AUSTILL CONSTRUCTION	STREET	REPAIRS	\$ 2,592.00
CADENCE BANK - BANK CARD	VARIOUS	MISCELLANEOUS	\$ 5,551.47
CARROT TOP DESIGNS	VARIOUS	PUBLIC WORKS WEEK SHIRTS	\$ 1,091.00
CHRISTIAN GEARY ELECTRIC	SEWER	CRESTVIEW LIFT STATION REPAIR	\$ 1,500.00
COTTRELL ELECTRIC INC	WWTP	REPAIRS	\$ 4,129.59
COTTRELL ELECTRIC INC	WWTP	REPAIRS	\$ 1,966.65
COTTRELL ELECTRIC INC	WTP	GENERATOR RENTAL	\$ 4,518.00
DEBRIS TECH	SANITATION	MONITORING SERVICE FOR DEBRIS REMOVAL	\$ 4,336.25
DEBRIS TECH	SANITATION	DEBRIS MONITORING THRU 04/22/23	\$ 30,958.47
EQUIPMENT MANAGEMENT CO	FIRE	SPREADER / FREIGHT	\$ 12,451.00
ERWIN SURVEYS	BOARD	SURVEY - WEST SIDE / HOPE ST	\$ 6,200.00
G & C SUPPLY	WTP	LABOR	\$ 1,200.00
G & C SUPPLY	WATER	MATERIALS	\$ 1,254.40
G & C SUPPLY	GAS	MATERIALS	\$ 1,031.50
G & C SUPPLY	GAS	MATERIALS	\$ 1,581.84
G & C SUPPLY	WATER	MATERIALS	\$ 2,365.73
G & W DIESEL	SANITATION	HYDRAULIC POWERSHIFT / FREIGHT	\$ 2,815.70
GRAINGER	WTP	IND DEHUMID W/ DRAIN PUMP / FREIGHT	\$ 3,733.97
HARCROS CHEMICALS	WTP	CHEMICALS	\$ 3,423.95
HARCROS CHEMICALS	WWTP	CHEMICALS	\$ 5,941.82
HOL-MAC CORP	SANITATION	HYDRAULIC TUBE ASSEMBLY (6)	\$ 1,233.83
HOME DEPOT	VARIOUS	MISCELLANEOUS	\$ 2,281.49
HUB CITY TIRE CO INC	FIRE	TIRES (6) / PROCESSING FEE / DISPOSAL FEE	\$ 2,151.60
INTEGRATED LLC	POLICE	EQUIPMENT	\$ 11,224.91
INTEGRATED LLC	POLICE	LIGHTS & SAFETY - NEW TRUCKS	\$ 1,492.18
JAMIESON & FISHER INC	PARKS / REC	INSURANCE RENEWAL	\$ 4,860.66
KONICA MINOLTA BUS SOLUTIONS	DATA PROCESSING	PROJECT MEETING / COMMUNICATION	\$ 1,487.50
LOCAL GOVERNMENT CORP	ATA PROCESSING	CREDIT CARD READERS (4)	\$ 1,325.00
LRK - ARCHITECTS	CODES	FUTURE LAND USE PLAN	\$ 22,950.00
MICHAEL'S TREE / LOADER SERVICE	SOLID WASTE	DEBRIS REMOVAL	\$ 118,265.42
MID-SOUTH SEPTIC	SEWER	CLEANED LIFT STATION	\$ 1,596.00
RADFORD PLANNING SOLUTIONS	CODES	PLANNING SERVICES / APR - JUNE 2023	\$ 2,382.00
ROY BLACKWELL ENTERPRISES	WWTP	SCREW PUMP REPAIR	\$ 9,552.00
RUGGED DEPOT	POLICE	MOBILE PRINTERS / ACCESSORIES / FREIGHT	\$ 2,423.00
SMITH & LOVELACE INC	SEWER	PUMP VAC SS / FREIGHT	\$ 1,157.86
STRINGFELLOW	SANITATION	HYDRAULIC PUMP	\$ 1,909.82
TIPTON CO E911	POLICE	QUARTERLY USER FEE / SEPT 2022	\$ 40,681.77
UTILITY SERVICE CO INC	GAS	MATERIALS	\$ 11,460.00
WASCON INC	SEWER	EXTREME E/ONE AMGP PUMPS	\$ 5,751.95
WASCON INC	SEWER	REPAIRS	\$ 1,289.03
WOOTEN OIL CO	VARIOUS	FUEL	\$ 1,465.46
XYLEM	SEWER	RENTAL 04/01/23 - 04/07/23 (TORNADO)	\$ 1,341.53
XYLEM	SEWER	MILEAGE/OT RATE/SERVICE TRUCK (TORNADO)	\$ 3,613.00

5-9-23

XYLEM	SEWER	RENTAL 04/07/23 - 05/04/23	\$ 3,123.98
		TOTAL	\$ 450,848.98