

JAN WADE HENSLEY  
Mayor



TINA DUNN  
Recorder-Treasurer

# *City of Covington*

POST OFFICE BOX 768  
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THE MEETING OF THE BOARD OF MAYOR AND ALDERMEN OF THE CITY OF COVINGTON, TENNESSEE ON JANUARY 9, 2024 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 C H Sullivan.
4. Minutes of the Preceding Meeting to be approved.  
Minutes of the Special Called Board 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 December 12, 2023, at 5:30 p.m. with the following members present: Mayor Jan Hensley, Aldermen: C.H. Sullivan, Jeff Morris, Danny Wallace, Chris Richardson, and Jean Johnson. Also present were Parks and Recreation Director Molly Glass, Public Works Director David Gray, Police Chief Donna Turner, Fire Chief Richard Griggs, Assistant to the Mayor Jason Fleming, and Recorder-Treasurer Tina Dunn.

Meeting was called to order by Mayor Jan Hensley.

Invocation was given by Alderwoman Jean Johnson.

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

Motion was made by Alderman Sullivan and seconded by Alderman Wallace 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 Richardson that the Minutes of the General Welfare – Public Relations 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.

Pastor Willie Ferrell approached the Board with concerns of drug issues and the cleanup of Tipton County and requested any support from the Board.

Mayor Hensley reported there will be a Called Board Meeting on December 19, 2023, at 4:00 p.m. to consider the recommendation for the candidate for the Human Resource Director Position. The Finance & Administration Committee Meeting will begin after the Called Meeting of the Board. The Board of Mayor and Aldermen Meeting and the Public Safety Committee Meeting will be cancelled on December 26, 2023.

Public Hearing for Ordinance 1769 (Administrative) for third and final reading was called to order. There being no public comments, the public hearing was closed (See Attached).

Motion was made by Alderman Sullivan and seconded by Alderman Morris to approve Ordinance 1769 (Administrative) on third and final reading.

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

Motion passed.

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

A T & T	POLICE	TELEPHONE SERVICE	4,433.06
A2H	STREET	PROFESSIONAL SERVICES	1,865.48
A2H	STREET	PROFESSIONAL SERVICES	23,650.00

AMERICAN EXPRESS	VARIOUS	MISCELLANEOUS PURCHASES	3,409.45
BFI NORTH SHELBY LANDFIL	SSTP	SLUDGE REMOVAL	3,645.28
BNY MELLON	BIOMASS	INTEREST PYMT ON BOND	6,035.41
CADENCE	VARIOUS	MISCELLANEOUS PURCHASES	4,475.00
COTTRELL ELECTRIC	WWTP	LABOR/MATERIAL MOTOR INSTALL	7,614.73
DE LAGE LANDEN PUBLIC	SOLID WASTE	CHEVY SILVERADO 1500 PMT	10,655.28
DIEBOLD	CITY HALL	MTNCE - CONTRACT ON SAFE - DRIVE	2,567.12
G & C SUPPLY CO INC	WATER	MATERIALS / SUPPLIES	5,536.12
GULF STATES ENGINEERING	SEWER	LIFT STATION - MAIN ST - REPAIRS	1,360.34
HACH	WWTP	SUPPLIES	1,990.00
HOWARDS CUSTOM TINT	POLICE	REFLECTIVE GRAPHICS INSTALLED-PL	850.00
HUB CITY TIRE CO	SANITATION	TIRES (2) / DISPOSAL FEE	1,169.10
HUB CITY TIRE CO	WWTP	TIRES (2) / DISPOSAL FEE	1,146.70
JENNRIC FENCE CO	SEWER	LIFT STATION FENCE @ S MAIN	5,100.00
MCKEE CONSTRUCTION	POLICE	WATER HEATER REPLACEMENT	2,077.60
P & J ADVANCED FLOOR	PARKS & REC	STRIP/WAX HALLWAYS & LOBBY	1,480.00
PENGUIN MANAGEMENT	FIRE	DISPATCH SERVICE	1,692.00
REPUBLIC SERVICES	SANITATION	CONTRACTED SERVICES	103,445.03
RICHARD GRIGGS	FIRE	TRAVEL	76.00
ROSE CONSTRUCTION	PARKS & REC	REPAIR - WALL DAMAGE	1,533.64
TACH'D OUT DIESEL	STREET	REPLACED AIR TANK/REPAIRED FUEL	2,500.00
THOMPSON MACHINERY	GAS	QUICK HITCH FOR MINI X	3,091.00
TIPTON CO E911	POLICE	QUARTERLY USER FEE	40,681.77
TIPTON CO OFFICE BUDGET	GAS	RIALTO PROJECT INVOICE 5	30,100.40
USA BLUEBOOK	WTP	CHEMICALS	1,409.09
WOOTEN OIL CO	ST/SW/SWR/GAS	FUEL	1,447.21
WORLDPOINT	FIRE	MEDICAL SUPPLIES	1,161.33
XYLEM DEWATERING SO	SEWER	RENTAL	1,184.60
		<b>TOTAL</b>	<b>\$ 277,382.74</b>

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 was adjourned at 5:42 p.m.

Attest: \_\_\_\_\_  
Recorder-Treasurer Mayor

The Board of Mayor and Aldermen met at City of Covington for a Special Called Meeting on December 19, 2023, at 4:00 p.m. with the following members present: Mayor Jan Hensley, Aldermen: Jeff Morris, C H Sullivan, Danny Wallace, Jean Johnson, and Chris Richardson. Also present were Parks and Recreation Director Molly Glass, Building Official Lessie Fisher, Fire Chief Richard Griggs, Public Works Director David Gray, Police Chief Donna Turner, Assistant to the Mayor Jason Fleming, and Recorder-Treasurer Tina Dunn

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.

Mayor Hensley made the recommendation for Cody Bumpus to be appointed as the Human Resource Director. Mr. Bumpas went through the MTAS assessment process. The results from the assessment center were sent to the Board Members.

Motion was made by Alderman Morris and seconded by Alderman Wallace to approve the appointment of Cody Bumpus as the Human Resource Director.

Voting Aye: Wallace, Richardson, Sullivan, Morris

Abstain: Johnson

Motion passed.

There being no further business, the meeting was adjourned at 4:05 p.m.

Attest:

\_\_\_\_\_  
Recorder-Treasurer

\_\_\_\_\_  
Mayor

The General Welfare – Public Relations Committee met at City of Covington on December 12, 2023, at 4:00 p.m. with the following members present: Mayor Jan Hensley, Alderman Danny Wallace, and Alderman Jeff Morris. Also, present were Alderman C H Sullivan, Alderwoman Jean Johnson, Alderman Chris Richardson, Airport Director Robin Anderson, Parks and Recreation Director Molly Glass, Museum Director Katherine Markley, Public Works Director David Gray, Assistant to the Mayor Jason Fleming, and Recorder-Treasurer Tina Dunn.

Meeting was called to order by Mayor Hensley.

Motion was made by Alderman Morris and seconded by Alderman Wallace for Mayor Hensley to chair the committee due to the absence of Chairman Alderman Edwards.

Barge Consultant Brian Vogt gave an update on the airport projects. The Airport Layout Plan is in design review. FAA will review the category in which the airport is placed currently. If the airport is changed to a B2 category in the future, this could impact funding. An update will be given once information is provided to Director Anderson. The tree removal negotiations are ongoing. The five-year master service agreement with Barge Design began in July 2023. Airport Director Anderson reported the total fuel sales of 3,574 gallons for the month of November.

Motion was made by Alderman Morris and seconded by Alderman Wallace to accept the airport report.

Motion passed.

Museum Director Katherine Markley reported the Festival of Trees reception will be December 12, 2023, at 6:30. The museum had 712 visitors for the month. The TV Shows Trivia Night will be January 19, 2024, with the doors opening at 6:00 p.m.

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

Motion passed.

Parks and Recreation Director Glass reported the Covington Christmas Parade had 70 entries. Volleyball is going well with three weeks left in the season. Basketball signups will close on Sunday. Basketball camp will be on December 28<sup>th</sup> – December 29<sup>th</sup>. This camp is free to those who have signed up to play in the league. The tread wall has been installed. Purchase orders have been provided to both companies for the work at the Mueller Complex. The lighting project is predicted to be out a six-to-eight-week period.

Motion was made by Alderman Morris and seconded by Alderman Wallace to accept the park and recreation report from Director Glass.

Motion passed.

There being no further business, the meeting adjourned at 4:35 p.m.

The Finance and Administration Committee met at City of Covington on December 19, 2023, at 4:10 p.m. with the following members present: Chairman Alderman C H Sullivan, Mayor Jan Hensley, Aldermen: Jeff Morris, Jean Johnson, Chris Richardson, Danny Wallace. Also, present were Public Works Director David Gray, Park and Recreation Director Molly Glass, Police Chief Donna Turner, Building Official Lessie Fisher, Fire Chief Richard Griggs, Assistant to the Mayor Jason Fleming, and Recorder-Treasurer Tina Dunn.

Chairman Alderman Sullivan called the meeting to order.

Mayor Hensley began discussion on the sale of the parking lot located at 0 North Munford in which Carolyn Whaley has made an offer of \$24,000.00 (\$12,000.00 per parcel). After the survey was completed on the parking lot, she made a new offer in the amount of \$15,000.00 for both parcels. The original listing for the property was \$15,000.00 per parcel totaling \$30,000.00.

Motion was made by Alderman Morris and seconded by Alderman Wallace to make a counteroffer of \$19,500.00 to Ms. Carolyn Whaley.  
Motion passed.

Fire Chief Richard Griggs reported the bid openings for the Battery Extrication Tools and the Building Repairs were on December 8, 2023. Documents from the bid openings were presented for approval.

Motion was made by Alderman Morris and seconded by Mayor Hensley to accept the bid from Safe Industries in the amount of \$35,000.00 for the battery extrication tools.  
Motion passed.

Motion was made by Mayor Hensley and seconded by Alderwoman Johnson to accept the bid from Rose Construction in the amount of \$25,400.00 for the building repair.  
Motion passed.

Mayor Hensley began discussion on the repair of the roof for the building located at 209 West Pleasant Avenue. The roof needs to be repaired before any more damage occurs to the building. Preliminary numbers were presented showing an estimated cost of \$32,000.00.

Motion was made by Alderman Morris and seconded by Alderman Wallace to move forward with the bidding process for the roof and soffit repair and approved the removal of the trees before the work begins on the roof.  
Motion passed.

Discussion began on the textmygov presentation. The annual cost is \$6,500 with an initial cost of \$3,200 totaling \$9,700.00. with a three-year requirement.

Motion was made by Alderman Wallace and seconded by Alderman Richardson to table the discussion so the committee can review before the next Finance & Administration Committee Meeting.

Motion passed.

There being no further business, the meeting adjourned at 4:40 p.m.

**MONTH TO DATE (2.75%)**

<b>REC/SALE</b>	<b>ACTUAL 2022-23</b>	<b>ACTUAL 2023-24</b>	<b>MONTH INC/(DEC)</b>	<b>MONTH INC/DEC %</b>
SEPT/JUL	\$ 385,626	\$ 424,341	\$ 38,715	10.0
OCT/AUG	\$ 399,222	\$ 363,126	\$ (36,096)	-9.0
NOV/SEP	\$ 393,378	\$ 343,912	\$ (49,466)	-12.6
DEC/OCT	\$ 385,323	\$ 395,998	\$ 10,675	2.8
JAN/NOV	\$ 393,422	\$ -		
FEB/DEC	\$ 492,439	\$ -		
MAR/JAN	\$ 373,007	\$ -		
APRIL/FEB	\$ 368,132	\$ -		
MAY/MAR	\$ 427,767	\$ -		
JUNE/APR	\$ 415,285	\$ -		
JULY/MAY	\$ 438,247	\$ -		
AUG/JUNE	\$ 419,951	\$ -		

TOTAL

**YEAR TO DATE (2.75%)**

<b>REC/SALE</b>	<b>ACTUAL 2022-23</b>	<b>ACTUAL 2023-24</b>	<b>MONTH INC/(DEC)</b>	<b>MONTH INC/DEC %</b>
SEPT/JUL	\$ 385,626	\$ 424,341	\$ 38,715	10.0
OCT/AUG	\$ 784,848	\$ 787,467	\$ 2,619	0.3
NOV/SEP	\$ 1,178,226	\$ 1,131,379	\$ (46,847)	-4.0
DEC/OCT	\$ 1,561,532	\$ 1,527,377	\$ (34,155)	-2.2
JAN/NOV	\$ 1,954,954	\$ -		
FEB/DEC	\$ 2,447,393	\$ -		
MAR/JAN	\$ 2,820,400	\$ -		
APRIL/FEB	\$ 3,188,532	\$ -		
MAY/MAR	\$ 3,616,299	\$ -		
JUNE/APR	\$ 4,031,584	\$ -		
JULY/MAY	\$ 4,469,831	\$ -		
AUG/JUNE	\$ 4,889,782	\$ -		





## Revenue Collection Summary

Month

11 - November ▼

Year

2023 ▼

Export *Filter*

Collected In	Collections Type	Amount
8401 - Covington	Business Tax	-5,080.33
8401 - Covington	Local Option - DOR Admin Fee	1,389.77
8401 - Covington	Gasoline 3 Cent	-3,771.25
8401 - Covington	Gasoline 1989 Increase	-2,042.39
8401 - Covington	Gasoline And Motor Fuel	-12,843.58
		-792,782.82



Collected In	Collections Type	Amount
8401 - Covington	Motor Fuel Improve Act	-6,471.06
8401 - Covington	Petroleum Special	-1,322.54
8401 - Covington	Telecom Privilege	-0.01
8401 - Covington	TV Telecom	-810.78
8401 - Covington	Liquor by the Drink	-3,865.01
8401 - Covington	Local Option	-123,535.54
8401 - Covington	State Sales	-84,772.04
8401 - Covington	Local Option - DOR Admin Fee	6,254.01
8401 - Covington	Local Option	-555,912.07
		-792,782.82



$$549,658.00 / 2 =$$

$$\begin{array}{r}
 274,829.03 \\
 ( 2,748.29) \\
 \hline
 272,080.74 \\
 \quad 1,771.76 \\
 \hline
 273,852.50 \\
 \quad 122,145.77 \\
 \hline
 395,998.27
 \end{array}$$

Tipton County Trustee's Office  
P. O. Box 487 · Covington, Tennessee 38019  
Telephone (901) 476-0211 · Facsimile (901) 476-0239



Kristie Glass Maxwell  
Trustee

RECEIPT FOR SALES TAX ACH PAYMENT

Municipality Covington

Amount of Sales Tax Deposit <sup>6</sup> 273,852.50

Date of Deposit 12-29-23

Your sales tax revenue will be credited to your account number on file on the above referenced date. If there are problems receiving this payment, please contact my office as soon as possible.

Serving you is an honor!

*Kristie Glass Maxwell*

Kristie Glass Maxwell

A T & T	VARIOUS	TELEPHONE SERVICE	\$ 2,023.01
A T & T	ALL	TELEPHONE SERVICE	\$ 2,401.95
A T & T	ALL	TELEPHONE SERVICE	\$ 1,664.51
A T & T MOBILITY	POLICE	TELEPHONE SERVICE	\$ 2,153.13
A2H	STREET	ENGINEERING SERVICES	\$ 3,232.96
A2H	STREET	ENGINEERING SERVICES	\$ 22,789.41
AMERICAN EXPRESS	VARIOUS	MISCELLANEOUS PURCHASES	\$ 9,051.15
BFI NORTH SHELBY LANDFILL	WWTP	SLUDGE REMOVAL	\$ 4,087.02
BFI NORTH SHELBY LANDFILL	WWTP	SLUDGE REMOVAL	\$ 4,510.46
BNY MELLON	BIOMASS	INTEREST PAYMENT ON BOND	\$ 6,219.43
BOB AUSTILL CONCRETE	STREET	REPAIRS	\$ 4,212.00
CADENCE BANK	VARIOUS	MISCELLANEOUS PURCHASES	\$ 4,796.51
CENTURY EQUIPMENT CO	GAS	REBUILD PUMP	\$ 5,231.08
CENTURY EQUIPMENT CO	WATER	REPAIR FUEL PUMP & INJECTORS	\$ 5,524.93
CHEMICAL FEED SYSTEMS	WTP	MATERIALS	\$ 1,643.51
CHRISTIAN GEARY ELECTRIC	ST/SWR/GEN	MISCELLANEOUS REPAIRS	\$ 3,575.00
CITY OF COVINGTON	ALL	UTILITY SERVICE	\$ 7,020.86
COTTRELL ELECTRIC INC	WWTP	LABOR/MATERIAL REPAIRS AT WW PLANT	\$ 1,065.60
COVINGTON ELECTRIC	ALL	ELECTRIC SERVICE	\$ 41,661.58
COVINGTON TIPTON CO CHAM	GAS	CONTRIBUTIONS	\$ 15,000.00
DABNEY MAXWELL	AIRPORT	BUILDING REPAIR	\$ 1,050.00
FORD CONSTRUCTION CO	STREET	JAMES AVE IMPROVEMENT PROJECT	\$ 137,887.66
FORD CONSTRUCTION CO	STREET	JAMES AVE IMPROVEMENT PROJECT	\$ 220,551.09
G & C SUPPLY CO	WATER	MATERIAL / SUPPLIES	\$ 2,151.76
G & C SUPPLY CO	STREET	SCHOOL ZONE SIGN	\$ 3,622.35
G & C SUPPLY CO	WATER	MATERIALS & SUPPLIES	\$ 1,398.30
G & C SUPPLY CO	WATER	MATERIALS & SUPPLIES	\$ 1,949.76
G & C SUPPLY CO	WATER	MATERIALS & SUPPLIES	\$ 3,375.00
G & C SUPPLY CO	STREET	SQUARE & ANCHOR POSTS	\$ 1,552.50
GULF STATES ENGINEERING	SEWER	ANNUAL PREVENTATIVE MAINTENANCE	\$ 11,477.00
HC3	VARIOUS	UTILITY BILLING	\$ 3,096.74
HOME DEPOT	VARIOUS	MISCELLANEOUS PURCHASES	\$ 3,475.37
HUB CITY TIRE CO	WWTP	TIRES (4) / PROCESSING / DISPOSAL	\$ 1,121.40
HUB CITY TIRE CO INC	POLICE	TIRES (8)/PROCESSING FEE/DISPOSAL FEE	\$ 1,691.68
INTEGRATED CONSTRUCTION	WWTP	BACK STOP BEARING CHANGE OUT	\$ 1,990.00
INTEGRATED LLC	FIRE	COMMUNICATION EQUIPMENT	\$ 3,646.29
KIDD FENCE & CONSTRUCTION	SEWER	LIFT STATION FENCE	\$ 4,780.00
KIDD FENCE & CONSTRUCTION	SEWER	LIFT STATION FENCE	\$ 5,800.00
KRISTIE GLASS MAXWELL	GENERAL	DECEMBER 2023 MIXED DRINK TAX	\$ 1,932.51
LANE FLOORING	REC/TREAS	FLOORING/BASEMENT/CITY HALL	\$ 6,397.00
LOOSE EQUIPMENT	FIRE	TURN OUT PANTS & COATS	\$ 20,077.20
LRK	CODES	PROFESSIONAL SERVICES	\$ 5,950.00
MAXWELL PAINTING & MTNCE	WATER	PAINTING/ RENOVATIONS	\$ 9,700.00
MEAC	GAS	PURCHASED NATURAL GAS	\$ 43,920.00
MEMPHIS POOL SUPPLY	PARKS/REC	CHLORINE	\$ 1,810.00
MEMPHIS POOL SUPPLY	PARKS/REC	CHLORINE	\$ 1,810.00
MUNICIPAL EMERGENCY SERVI	FIRE	COMPARTMENTS / SHIPPING	\$ 4,618.00

1-9-2024

MUNICIPAL EMERGENCY SERVI	FIRE	EXTRACTOR / TWO GEAR DRYER / USDA GRANT	\$ 13,207.00
OWEN & WITHERINGTON	ATTORNEY	PROFESSIONAL SERVICES	\$ 1,437.50
POLYDYNE INC	WWTP	CHEMICALS	\$ 6,148.08
RADFORD PLANNING SOLUTION	CODES	PLANNING SERVICES / JAN-MARCH 2024	\$ 2,382.00
RICHARD GRIGGS	FIRE	REIMBURSEMENT - TUITION	\$ 729.00
SAFE INDUSTRIES	FIRE	SCBA MAINTENANCE	\$ 1,351.28
SCHAUSS	POLICE/SAN	GRANT CONSULATION	\$ 7,885.00
SOUTHWEST TN EMC	VARIOUS	ELECTRIC SERVICE	\$ 1,780.29
STRIBLING EQUIPMENT	STREET	REMOVE / REPLACE BUSHINGS	\$ 3,859.66
SULLIVAN NATURAL GAS SERVI	GAS	MATERIALS	\$ 1,250.30
SULLIVAN NATURAL GAS SERVI	GAS	ABOR ANN REGULATOR INSPECTIONS/BOOT KI	\$ 2,306.65
SULLIVAN NATURAL GAS SERVI	GAS	MISCELLANEOUS SERVICES	\$ 1,425.00
SYMMETRY	GAS	PURCHASED NATURAL GAS	\$ 133,428.34
TENNESSEE ONE CALL SYSTEM	GAS	2024 MEMBER FEE/DATABASE MTNCE	\$ 2,250.56
THE LEADER	VARIOUS	ADVERTISING / LEGAL ADS	\$ 1,176.50
TITAN AVIATION FUEL	AIRPORT	AVGAS	\$ 21,018.65
TITAN AVIATION FUEL	AIRPORT	JET A FUEL	\$ 11,897.32
TN DEPT ENV & CONSERVATION	WWTP	MUNICIPAL PRETREATMENT PROGRAMS	\$ 1,380.00
UNION CITY PAVING	STREET	E RIPLEY AVE PROJECT	\$ 83,749.31
UNION CITY PAVING	STREET	VARIOUS STREET PROJECTS	\$ 260,756.31
UTILITY SERVICE CO	WATER	ANNUAL INSPECTIONS	\$ 146,934.86
WALMART ~ CAPITAL ONE	VARIOUS	MISCELLANEOUS PURCHASES	\$ 2,339.08
WATERSERV COMPANY	WTP	REPLACE 8" BUTTERFLY VALVE ON #3 FILTER	\$ 3,085.00
WHITEHORN TANKERSLEY DAV	ALL	PROFESSIONAL SERVICES	\$ 9,000.00
WOOTEN OIL CO	ST/SAN/SWR	FUEL	\$ 1,216.99
WOOTEN OIL CO	T/SWR/SAN/GA	FUEL	\$ 1,059.69
WOOTEN OIL CO	GAS INV	LOAD OF GAS	\$ 16,327.29
<b>TOTAL</b>			<b>\$ 1,394,077.37</b>