

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 12, 2024 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 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:
  - Resolution – USDA Rural Utility Service Grant
  - Bills Over/Under \$1,000.00 ready for Board Approval

The Board of Mayor and Aldermen met at City of Covington on February 27, 2024, at 5:30 p.m. with the following members present: Mayor Jan Hensley, Aldermen: C.H. Sullivan, Jeff Morris, Danny Wallace, Chris Richardson, John Edwards, 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, Human Resource Director Cody Bumpus, Assistant to the Mayor Jason Fleming, City Attorney Rachel Witherington, and Recorder-Treasurer Tina Dunn.

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 Richardson that the Minutes of the Finance & Administration Committee Meeting be approved (See Attached).

Motion passed.

Mayor Hensley reported the collapse of the building on 100 East Spring Street. The debris has been removed from the street. There were no injuries.

Recorder-Treasurer Dunn presented the sales tax report for December collections. The amount received was \$588,135 which is an increase of \$95,696.00 (19.4%). The year-to-date collections are \$2,528,724.00 (See Attached).

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

Motion passed.

Attorney Witherington reported Ms. Mattie Cushman (CDBG) has been contacted about the collapse of the building located on Spring Street. This building was on the blight eradication list for demolition. Verification has been requested to see if this grant will provide funding for the demolition. Attorney Witherington reported the Resolution for the Airport Advisory Board will have two updates. The five members of the board will have staggering terms and a new member could be recommended to the Board of Mayor and Aldermen by the Mayor if an active member is unable to attend or participate in the committee meetings.

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

Motion passed.

Mayor Hensley presented the request for approval from the Covington High Girls Softball team for a donation of \$200.00 for the renewal of the banner (See Attached).

Motion was made by Alderman Sullivan and seconded by Alderman Morris to approve the donation of \$200.00 to the Covington High School Softball Team.

Motion passed.

Mayor Hensley presented the Hotel/Motel Occupancy form for approval (See Attached).

Motion was made by Alderman Sullivan and seconded by Alderman Morris to approve the hotel/motel occupancy form.

Motion passed.

Mayor Hensley presented the Resolution for approval to declare certain property owned by the city to be surplus property and directing the disposal of such property (See Attached).

Motion was made by Alderman Sullivan and seconded by Alderman Morris to approve the Resolution declaring surplus property for disposal.

Motion passed.

Mayor Hensley presented the Resolution for approval of creating the Covington Municipal Airport Citizen Advisory Committee (See Attached).

Motion was made by Alderman Sullivan and seconded by Alderwoman Johnson to approve the Resolution creating the Covington Municipal Airport Citizen Advisory Committee with the correction of the staggering terms for the members and the appointment of a new member by recommendation from the Mayor to the Board of Mayor and Alderman for approval.

Motion passed.

Mayor Hensley presented the request from Carl Perkins for approval for a donation of \$2,500.00 (See Attached).

Motion was made by Alderman Sullivan and seconded by Alderman Morris to approve the standard donation of \$250.00 to Carl Perkins.

Motion passed.

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

A JASON FLEMING	GENERAL	TRAVEL	260.06
A T & T	VARIOUS	TELEPHONE SERIVCE	4,409.07
A T & T	ALL	TELEPHONE SERIVCE	2,001.85
ABC LOCKSMITH	POLICE	SERVICE CALL / MATERIALS	1,580.00
ALEXANDER THOMPSON ARNOLD	VARIOUS	PROGRESS BILLING OF AUDIT	5,000.00
ARMADILLO SALES	POLICE	2020 FORD EXPLORER TRUCK VAULT	2,126.28
BROOKE MOORE	POLICE	TRAVEL	46.00
BSN SPORTS	PARKS/REC	BASKETBALL JERSEYS	2,775.00
CITY OF COVINGTON	VARIOUS	WATER / SEWER / GAS / SANITATIO	13,269.27
COVINGTON ELECTRIC	ALL	ELECTRIC SERVICE	6,378.75

CUMMINS SALES & SERVICE	FIRE	GENERATOR REPAIR	5,443.81
DECATUR CO BANK	STATE ST	PRINCIPAL & INTEREST	88,780.10
DIVINE GRILLE	BOARD	WEST STAR LUNCHEON	1,258.00
EXERCISE UNLIMITED	FIRE	TREADMILL - NORTH STATION	1,495.00
G & C SUPPLY CO INC	WATER	MATERIALS	1,224.45
HOME DEPOT	VARIOUS	MISCELLANEOUS PURCHASES	2,291.80
HOWARDS CUSTOM TINT	POLICE	XF4 - DECKED BED DRAWER	1,599.99
HUB CITY TIRE CO	WATER	TIRES (4) / PROCESSING FEE / DISP	1,094.28
JAMES ROBERTSON	POLICE	TRAVEL	46.00
JAMI HUNT	POLICE	TRAVEL	46.00
JAMIESON & FISHER	PARKS/REC	INSURANCE	4,830.66
JAN W HENSLEY	MAYOR	TRAVEL	293.00
KRISTIE GLASS MAXWELL	GENERAL	FEB 2024 MIXED DRINK TAX	2,058.50
MCKEE CONSTRUCTION	WTP	REPAIRS	1,120.86
MEAC	GAS	PURCHASED NATURAL GAS	40,920.00
OWEN & WITHERINGTON	ATTORNEY	PROFESSIONAL SERVICES	1,687.50
PAVEMENT RESTORATION	STREET	MATERIALS / HAULING	2,647.48
PURCHASE POWER	GENERAL	POSTAGE	1,000.00
RUSHELL GUARIAN	POLICE	TRAVEL	46.00
SARAH DILLINGHAM	POLICE	TRAVEL	112.00
SHELBY ELECTRIC CO INC	WTP	POLE REPAIR	1,136.00
SOUTHWEST TN EMC	VARIOUS	ELECTRIC SERVICE	2,708.23
SYMMETRY	GAS	PURCHASED NATURAL GAS	184,876.74
TIPTON CO BOARD OF ED	PARKS/REC	UTILITIES	17,751.90
TIPTON CO OFF OF BUDGET	GAS	INDUSTRIAL PARK PROJECT	30,903.83
TITAN AVIATION FUEL	AIRPORT	JET FUEL	24,405.46
TITAN AVIATION FUEL	AIRPORT	AVGAS	15,738.29
TRI STATE METER & REGULATOR	GAS	GAS METERS	6,305.60
WASCON	SEWER	PUMP	2,087.90
WOOTEN OIL CO	VARIOUS	FUEL	1,688.47
YATES & SONS	STREET	PIPE REPLACEMENT - FRAZIER PARK	1,980.00
		<b>TOTAL</b>	<b>\$ 485,424.13</b>

Motion was made by Alderman Edwards and seconded by Alderwoman Sullivan 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 5:45 p.m.

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

\_\_\_\_\_  
Mayor

The General Welfare – Public Safety Committee met at City of Covington on February 27, 2024, 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, Human Resource Director Cody Bumpus, Alderwoman Jean Johnson, Alderman Jeff Morris, 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 reported the department attended the Tipton Christian Academy career day for upper school students. There were no hours worked by the volunteers in January. The run report was presented showing 182 calls for the period January 23<sup>rd</sup> through February 22<sup>nd</sup>. The county coverage area collections are \$60,750.00 for the current year. Rose Construction has completed the repairs needed above the southwest garage door and the interior wall braces. The washer and dryer have been installed. The next steps are replacing the entryway fence, awning, and sheetrock repairs. The department has applied for a Rescue Squad Grant from the State Fire Marshal's Office in the amount of \$66,000.00. These grant funds will be used to purchase rescue equipment to mitigate electric vehicle fires and personal protection equipment. Organizational Charts have been received. The severe weather sirens are all operational at this time. The contract with Tipton County E-911 was discussed. There will be a meeting on March 7<sup>th</sup> at the EMA Building to receive more information on this contract. Burn permits are required from October 15<sup>th</sup> to May 15<sup>th</sup>. The Fire Inspector position is opened and advertised. In-service training is ongoing.

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

Motion passed.

Chief Turner reported the department has six vacant positions. Three non-certified candidates have conditional offers of employment pending final testing and examinations. Officer Freddie Braddic has been hired. Training and Monthly Activities were presented for review (See Attached). The statistics for the month were presented showing 1,303 calls for the month and 61 traffic stops. Chief Turner presented the annual report showing budget increases and improvements in the department (See Attached).

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 was adjourned at 4:50 p.m.

The Public Works Committee met at City of Covington on March 5, 2024, 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, Police Chief Donna Turner, Alderman C H Sullivan, Human Resource Director Cody Bumpus, Utilities Manager Calvin Johnson, Assistant to the Mayor Jason Fleming, and Recorder-Treasurer Tina Dunn.

Chairman Alderman Wallace called meeting to order.

Jenna Hazelet, Servline, gave a presentation on HomeServe insurance for water customers. A proposal was presented showing plans pricing for both water and sewer leak protection including limits from \$500.00 to \$2,500.00 (See Attached). This insurance would protect customers against water leaks. A claim can be made two times a year and includes adjustments for two billing cycles. Public Works Director Gray recommended having protection for both sewer and water customers with a limit of \$1,000.00. The revenue is paid directly to the city. The protection plan is optional for customers, but they will have to opt out if they do not want the protection plan.

Motion was made by Mayor Hensley and seconded by Alderman Morris to accept the proposal from HomeServe with the limit of \$2,500.00 for water & sewer leak protection at a cost of \$3.05 per month per customer and for water only customers the limit of \$2,500.00 at a cost of \$1.80 per month per customer.

Motion passed.

Public Works Director Gray presented the TDOT pavement program for the years 2024-2026 (See Attached). Well #5 repair should be completed in two weeks. The discharge permit for WWTP is on the TDEC website for review and will remain on site for thirty days. After thirty days the permit will be sent. Potholes are currently being repaired. Grass cutting season is beginning. There are four openings for utility repairmen, four openings in ground maintenance, and one opening in the sanitation department.

Motion was made Mayor Hensley and seconded by Alderwoman Johnson to approve the report from Director David Gray.

Motion passed.

Building Official Lessie Fisher reported grass cutting and property maintenance concerns are ongoing. A new project update was given.

Motion was made by Alderman Morris and seconded by Alderwoman Johnson to approve the report from Building Official Lessie Fisher.

Motion passed.

Director Gray reported a complaint was received for the presence of big trucks on Hill Street, a residential area. There are streets that do not allow trucks to travel. This street is not on the list.

that does not allow truck travel. The municipal code was presented which shows violations in residential areas that may apply to this issue. Discussion is tabled and will be presented at the Public Safety Committee Meeting.

There being no further discussion, the meeting adjourned at 5:11 p.m.

## **RESOLUTION TO APPLY FOR FEDERAL ASSISTANCE**

**WHEREAS, APPLICANT** intends to apply for and accept a Rural Utility Service Loan and/or Grant to be administered by the United States Department of Agriculture Rural Development (USDA RD) herein called the Government in an amount not to exceed \$500,000.00 under the terms offered by the Government. The purpose of said funds is to assist in the purchase of equipment for use in preparing for and recovering from a winter weather event. The Board of Mayor and Aldermen is hereby authorized and empowered to take all action necessary or appropriate in the execution of all written instruments as may be required in regard to or as evidence of such financial assistance; and to operate the facilities under the terms offered by the government.

**IN WITNESS WHEREOF**, the Board of Mayor and Aldermen of the City of Covington has duly adopted this resolution and caused to be executed by the Board of Mayor and Aldermen on this 12<sup>th</sup> day of March, 2024.

**By:** \_\_\_\_\_

**Title:** \_\_\_\_\_

**Date:** \_\_\_\_\_



