

JAN WADE HENSLEY  
Mayor



LISA S. ELAM  
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 FEBRUARY 25, 2025, AT 5:30 P.M.**

1. Meeting to be called to order by Mayor Jan Hensley.
2. Invocation to be given by Alderwoman Edwards.
3. Pledge of Allegiance to the Flag to be led by Alderwoman Johnson.
4. Minutes of the Preceding Meeting to be approved.
5. Report from Committees:
  - Public Relations Committee
  - Finance and Administration Committee
  - Amended Board of Mayor and Alderman Minutes from September 24, 2024
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 Lisa Elam:
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 11, 2025, at 5:30 p.m. with the following members present: Mayor Jan Hensley, Alderman Jeff Morris, Alderman CH Sullivan, Alderman John Edwards, and Alderwoman Margaret Fleming. Also present were Public Works Director Tim Haynes, Park and Recreation Director Molly Glass, Civic Center Director Stephanie Pugh, Police Chief Donna Turner, Fire Chief Richard Griggs, Building Official Lessie Fisher, Record Clerk David Gwinn, Human Resource Director Cody Bumpus, Assistant to the Mayor Jason Fleming, and Recorder-Treasurer Lisa Elam.

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 Alderwoman Margaret Fleming.

Motion was made by Alderman Edwards and seconded by Alderwoman Johnson that the Minutes of the proceeding Board of Mayor and Alderman Meeting be approved.

Motion passed.

Motion was made by Alderwoman Johnson and seconded by Alderman Morris to approve the Minutes from the Beer Board be approved.

Motion passed.

Mayor Hensley requested a donation request for the Carl Perkins Center for \$250.00 to be accepted and approved.

Motion was made by Alderman Morris and seconded by Alderwoman Johnson to approve the \$250.00 donation to the Carl Perkins Center.

Motion passed.

Mayor Hensley requested a donation for the Lions Club for \$250.00 to be accepted and approved.

Motion was made by Alderman Morris and seconded by Alderwoman Johnson to approve the \$250.00 donation to the Lions Club.

Motion passed.

Mayor Hensley announced the Blue Oval S/K Event held at the Civic Center was a success. Mayor Hensley also reported the Chocolate Tour had a total of 1,600 tickets sold. Mayor Hensley reported the Sugaright will host employee training at the Civic Center. Mayor Hensley announced the Water Treatment Department attended the National Water Contest in Washington, DC. In attendance: Mayor Hensley, Public Works Director Tim Haynes, Joe Bloechi and Calvin Johnson. Mayor Hensley, this was the first time in 20 years a water sample has been submitted from the City of Covington. Mayor Hensley reminded residents property taxes are due by February 28<sup>th</sup> to avoid penalties.

Recorder-Treasurer Lisa Elam reported Sales Tax received for the November collections were \$430,778, which is an increase of \$17,566 or 4.3%. Year-to-date collections for fiscal year 2024 are 2,054,842, which is an increase of \$114,253 or 5.9%.

Motion was made by Alderman Morris and seconded by Alderman Edwards to approve report from Recorder-Treasurer Lisa Elam.  
Motion approved.

No report from City Attorney Rachel Simmons.

Alderman Edwards inquired about the Blight Grant Funding to remove the dilapidated building on Main Street. Director Fisher reported the Grant Fees are in the approval process from ECD. Director Fisher also reported that the Rollies Building is on the Blight List to be removed at no cost under the Blight Removal Grant.

Memorandum Of Understanding (Project Eagle) for Authority to enter into a Pilot Agreement in the amount of \$129 million.

Motion was made by Alderman Sullivan and seconded by Alderman Morris to approve the Memorandum Of Understanding (Project Eagle) for Authority to enter into a Pilot Agreement in the amount of \$129 million.  
Motion passed.

Motion was made by Alderman Edwards and seconded by Alderwoman Johnson to pay bills over/under \$1,000.00.  
Motion approved.

Motion was made by Alderman Sullivan and seconded by Alderman Edwards for the meeting to adjourn.

With there being no further business this meeting adjourned at 5:47 p.m.

The General Welfare – Public Relations Committee met at City of Covington on February 11, 2025, 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, Alderwoman Margaret Fleming, Parks and Recreation Director Molly Glass, Museum Director Katherine Markley, Civic Center Director Stephanie Pugh, Police Chief Donna Turner, Fire Chief Richard Griggs, Airport Manager Bill Labermeier, Museum Director Kathryn Vaughn, Assistant to the Mayor Jason Fleming, and Recorder-Treasurer Lisa Elam.

Meeting was called to order by Alderwoman Jean Johnson.

City Attorney Rachel Simmons and Airport Manager Bill Labermeier showed photos of the vacant building on the Airport property that needs complete renovation. Attorney Simmons stated that a person has shown interest in bringing the building up to code for hosting a Flight School. The estimated cost would be around \$ 25,000 and all costs would be covered by the interested party with a contract to lease the building under a 5-year contract, after the contract expires with the opportunity to pay rent monthly. Attorney Simmons answered questions which included how the renovations would be done in a way that is up to code. Building Official Fisher would be over the code specifications, which would have the Boards Approval in all stages of the renovation.

Motion was made by Mayor Hensley and was seconded by Alderman Wallace, that the city has interest in the offer and for a report be provided to the Board with his findings.  
Motion passed.

Airport Manager Labermeier reported fuel statistics were down for the month of January, which is to be expected for this time of season. Manager Labermeier reported the landline phone system at the Airport is not working at this time. Manager Labermeier stated the phone system at the Airport is extremely outdated and in need of a new phone system. AT&T is looking into getting the phone system replaced.

Motion was made by Mayor Hensley and seconded by Alderman Wallace for the report of Airport Manager Labermeier be accepted.  
Motion passed.

Park and Recreation Director Glass reported the summer save the dates for camps and the BBQ Contest are posted on the website. Director Glass also reported spring sports registration will close this Sunday. Director Glass stated that the Aquatic Heaters have been installed and waiting for the final electrical work to be completed. Director Glass hopes to have the heaters working in a few days. Director Glass reports she has located a local fitness repairperson hired that will be able to repair fitness equipment in need of repairs and maintenance.

Motion was made by Mayor Hensley and seconded by Alderman Sullivan to accept the report from Director Glass.  
Motion passed.

Attorney Simmons, along with Parks Director Glass announced the Knights of Castel Park would like to assist Project Play at Cobb Parr Park to help get the playground up to date. Attorney Simmons stated this was a volunteer organization and if approved to move forward and work on required documentation which will allow donations to be made from the community to the City of Covington. Attorney Simmons also reported that an M.O.U. will be presented to the board for approval.

Motion was made by Alderman Wallace and seconded by Mayor Hensley to let Knights of Castel Park to move forward with the updates at the park.  
Motion passed.

Museum Director Katherine Markley reported the Museum will be honoring Mike Ray on February 11, 2025. Director Markley reported January earnings of \$1,893.02. Director Markley also reported that the Tennessee Wildlife Resources Agency hosted their Hunter Safety Course at the Museum Conference Room. Director Markley also reported due to the TWRA Class being held at the Museum an employee of Helana Chemical, which was in attendance, expressed interest in hosting a work conference later this year at the Museum.

Motion was made by Alderman Wallace and seconded by Mayor Hensley to accept Director Markley's report.  
Motion passed.

Civic Center Director Stephaine Pugh reported the contract was signed for the Downtown Improvement Grant. Director Pugh also reported the Civic Center Hosted the Blue Oval SK Event. Director Pugh also stated Sugaright will be utilizing the Civic Center to host employee training.

Motion was made by Mayor Hensley and seconded by Alderman Wallace to accept Director Pugh's report.  
Motion passed.

With no further business the meeting adjourned at 4:54 p.m.

## Amended Board of Mayor and Alderman Meeting Minutes.

The Board of Mayor and Aldermen met at City of Covington on September 24, 2024, at 5:30 p.m. with the following members present: Mayor Jan Hensley, Aldermen: Jeff Morris, C.H. Sullivan, Danny Wallace, Chris Richardson. Jean Johnson, and John Edwards. Also present were Parks and Recreation Director Molly Glass, Fire Chief Richard Griggs, Public Works Director Tim Haynes, Building Official Lessie Fisher, Police Chief Donna Turner, Human Resource Director Cody Bumpus, Assistant to the Mayor Jason Fleming, Recorder-Treasurer Lisa Elam, City Attorney Rachel Witherington.

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 Edwards and seconded by Alderwoman Johnson 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 from the Finance and Administration Committee be approved. Motion passed.

Motion was made by Alderwoman Johnson and seconded by Alderman Sullivan that the Minutes of the General Welfare-Public Relations Meeting be approved. Motion passed.

Tipton Arts Council representative Leeann Harmon approached to withdraw the application submitted to the Beer Board. She stated more time was needed to have the proper documentation submitted for approval.

Mayor Hensley announced an invite to the Farm and Tabel event. Mayor Hensley also encouraged citizens to attend the 29<sup>th</sup> Annual Heritage Festival September 26<sup>th</sup> – 29<sup>th</sup>. TCAT Groundbreaking event will take place on Monday September 30<sup>th</sup> at 10:00 a.m. Mayor Hensley reported that financing for the Burnett Bridge Project was secured and will be moving forward.

Ordinance 1781 (Fire Protection Fee) (Public Hearing) ready for approval on third and final reading.

Motion was made by Alderman Sullivan and seconded by Alderman Morris to approve Ordinance 1781 (Fire Protection Fee) ready for approval on third and final reading. Motion passes with all Ayes.

Resolution for Engineering Services (Burnett Lane Bridge)

Motion was made by Alderman Sullivan and seconded by Alderman Wallace to approve Resolution for Engineering Services (Burnett Lane Bridge)  
Motion passed.

Resolution for Administrative Services (Burnett Lane Bridge)

Motion was made by Alderman Sullivan and seconded by Alderman Morris to approve Resolution for Administrative Services. (Burnett Lane Bridge).  
Motion passed.

Bills Over/Under \$1,000.00 ready for Board Approval

Motion was made by Alderman Morris and seconded by Alderman Richardson to approve the Bills Over/Under \$1,000.00.  
Motion passed.

With no further business the meeting adjourned at 5:46 p.m.

25-Feb-2025

	Department(s)	Description	Amount
A T & T	ALL	INTERNET	3,729.69
A T & T	ALL	TELEPHONE SERVICE	2,094.94
A2H	SEWER	PROFESSIONAL SERVICES	2,877.00
A2H	STREET	PROFESSIONAL SERVICES	2,115.00
A2H	SEWER	PROFESSIONAL SERVICES	69,000.00
BFI NORTH SHELBY LANFILL	WWTP	SLUDGE REMOVAL	3,002.00
BRENNTAG MID SOUTH INC	WTP	CHEMICALS	2,667.00
BRENNTAG MID SOUTH INC	WWTP	CHEMICALS	7,777.00
BSN SPORTS	PARKS/REC	BASKETBALL JERSEYS	2,150.00
CALVIN JOHNSON	WATER	TRAVEL	414.00
COVINGTON ELECTRIC	ALL	ELECTRIC UTILITIES	5,296.54
COVINGTON ELECTRIC	ALL	ELECTRIC UTILITIES	40,592.94
DTN	AIRPORT	WEATHER STATION SERVICE	4,299.75
HUB CITY TIRE	POLICE	TIRES (6)	1,470.18
HUBER TECHNOLOGY	SEWER	CRANE RENTAL / LABOR	12,107.00
iamGIS	WTR/SWR/GAS	SOFTWARE	6,750.00
JAN W HENSLEY	MAYOR	TRAVEL	450.72
JOSEPH BLOECHL	WATER	TRAVEL	414.00
KONICA MINOLTA	ALL	MONTHLY FEE	5,728.01
MCKEE CONSTRUCTION	PARKS/REC	HEATERS/LABOR/INSTALLATION	25,145.00
MCKEE CONSTRUCTION	PARKS/REC	GAS PIPE INSTALLATION	29,320.00
MEAC	GAS	GAS PURCHASE	39,776.39
NORDICOM TECHNOLOGIES	ALL	PROFESSIONAL SERVICES	2,121.42
OWEN / WEATHERINGTON	ATTORNEY	PROFESSIONAL SERVICES	3,250.00
PITNEY BOWES PURCHASE POWER	RECORDER/TREAS	POSTAGE	1,212.75
QUALITY HOME IMPROVEMENTS	WATER	BREAK ROOM REMODEL - E RIPLEY	9,284.00
SIDDONS MARTIN	FIRE	LADDER REPAIRS	4,787.85
SULLIVAN NAT GAS SERVICES	GAS	REPAIRS	1,277.55
SULLIVAN NAT GAS SERVICES	GAS	ANNUAL DATA LINK CHARGES	2,475.00
SYMMETRY	GAS	GAS PURCHASE	210,101.03
TENNESSEE FIRE EQUIPMENT	FIRE	FIRE HOSES	3,498.00
THE PARADIGM ALLIANCE	GAS	2025SPRING LDC AWARENESS PROGRAM	4,920.65
TIM HAYNES	GAS	TRAVEL	1,885.49
TIPTON COUNTY	GRANT	GRANT REIMBURSEMENT	84,636.59
WALMART - CAPITAL ONE	VARIOUS	MISCELLANEOUS PURCHASES	1,592.34
WEST TENNESSEE BANK	STATE ST AID	PRINCIPAL / INTEREST	89,892.10
WILSON CO MOTORS	GAS	2025 SILVERADO	62,387.69
WITHERINGTON SERVICES	CIVIC CENTER	ELEC/GAS UNIT - 2ND FLOOR	12,587.00
			763,086.62