

JAN WADE HENSLEY  
Mayor



LISA S. ELAM  
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 JULY 8, 2025, 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 Edwards.
4. Minutes of the Preceding Meeting to be approved.
5. Report from Committees:
  - Minutes of Public Safety Committee
  - Minutes of Public Works Committee
  - Minutes of the Beer Board
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 Simmons.
11. Old Business:
12. New Business:

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## **....CONTINUED**

- Ordinance 1794 Design Guidelines- Municipal Zoning Ordinance ready for approval on first reading.
- Bills Over/Under \$1,000.00 ready for Board Approval

The Board of Mayor and Aldermen met at City of Covington on June 24, 2025, at 5:32 p.m. with the following members present: Mayor Jan Hensley, Alderman Jeff Morris, Alderman CH Sullivan, Alderman John Edwards, Alderwoman Jean Johnson and Alderwoman Margaret Fleming. Also present were Public Works Director Tim Haynes, Park and Recreation Director Molly Glass, Police Chief Donna Turner, Building Official Lessie Fisher, Fire Chief Richard Griggs Record Clerk David Gwinn, Human Resource Director Cody Bumpus, Assistant to the Mayor Jason Fleming, City Attorney Rachel Simmons and Recorder-Treasurer Lisa Elam.

Meeting was called to order by Mayor Jan Hensley.

Invocation was given by Alderwoman Margaret Fleming.

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

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

Motion passed.

Motion was made by Alderman CH Sullivan and seconded by Alderwoman Jean Johnson to approve the Minutes from Finance and Administration Committee be approved.

Motion passed.

Motion was made by Alderman CH Sullivan and seconded by Alderman Danny Sullivan to approve the Minutes of the Beer Board.

Motion passed.

Special Guest Ed Doyle from the Girls and Boys Club recognized four Teens from the center that placed First place in the Country with the submission of a video in support of the Capture Your Community Challenge Contest. Director Doyle also recognized the youth of the month, Colton Durham.

No report from Treasurer-Recorder Lisa Elam.

No report from City Attorney Rachel Simmons.

Mayor Hensley announced the flood drainage has issues that need to be addressed. Mayor Hensley gave thanks to all Public Workers for all the hard work during the recent floods. Mayor Hensley also announced that any person who moves barrels put in place by City Workers will be arrested if caught. Mayor Hensley directed any flood damage be reported to Baker McCool at the Tipton County Emergency Management Agency. Mayor Hensley encouraged everyone to participate in the Main Street Survey for assistance in the development plan.

Bids for Airport Hayland were submitted by Mayor Hensley for approval. Two Bids were submitted.

Motion was made by Alderman Sullivan and seconded by Alderman Morris to award the Airport Hayland Bid to Logan Roberts, Logan Roberts Farms.  
Bid approved.

Ordinance 1790 (Budget Continuation) ready for approval on third and final reading. (Open for Public Hearing)

Motion was made by Alderman Sullivan and seconded by Alderman Morris to approve Ordinance 1790 (Budget Continuation) ready for approval on third and final reading. (Open for Public Hearing)  
Motion passed with six Ayes and no Nays.

Ordinance 1791 (2024-25 Budget Amendment) ready for approval on third and final reading. (Open for Public Hearing)  
Motion passed with six Ayes and no Nays.

Motion was made by Alderman Sullivan and seconded by Alderman Morris to approve Ordinance 1791 (2024-25 Budget Amendment) ready for approval on third and final reading. (Open for Public Hearing)  
Motion passed Motion passed with six Ayes and no Nays.

Ordinance 1792 (Tax Rate) ready for approval on second reading.  
Motion was made by Alderman Sullivan and seconded by Alderman Morris to approve Ordinance 1792 (Tax Rate) ready for approval on third and final reading. (Open for Public Hearing)  
Motion passed Motion passed with six Ayes and no Nays.

Prior to the vote on Ordinance 1793 (2025-26 Budget), Alderman Sullivan reported his personal interest with the Department of Commerce stating the city allocates \$55,700 yearly to the Tipton County Chamber of Commerce, in which he is currently employed. No increase was approved for the fiscal year 2025-2026.

Ordinance 1793 (2025-26 Budget) ready for approval on third and final reading.  
(Open for Public Hearing)

Motion was made by Alderman Morris and seconded by Alderman Sullivan to approve Ordinance 1793 (2025-26 Budget) ready for approval on third and final reading. (Open for Public Hearing).

Motion passed with six Ayes and no Nays.

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

Motion was made by Alderman Edwards and seconded by Alderman Wallace to pay Bills Over/Under \$1,000.00.

Motion passed.

With there being no further business the meeting adjourned at 6:01 p.m.

The General Welfare – Public Safety Committee met at City of Covington on June 24, 2025, at 4:00 p.m. with the following members present: Mayor Jan Hensley, Alderman Jeff Morris, and Alderman C H Sullivan, Alderwoman Margaret Fleming, Alderman Danny Wallace. Also, present were Police Chief Donna Turner, Fire Chief Richard Griggs, Parks and Recreation Director Molly Glass, Assistant to Mayor Jason Fleming, and Recorder-Treasurer Lisa Elam.

Meeting was called to order by Chairman Alderman Jeff Morris.

Fire Chief Richard Griggs reported a total of 17 hours worked by Volunteers for the month of May. Chief Griggs also reported County coverage are collections for 2025 are \$ 75,375.00. Chief Griggs was able to meet with County Executive Huffman and was confident he would be able to return the previous month's deduction back to the annual funding of \$51,700.00. Chief Griggs also reported on the Fire Station updates with photos to show progress (black-top, painting and floors). Chief Griggs also issued an update on the Engine-3 preliminary drawing. The arrival date of the new Fire Engine has been moved to March 2026. Chief Griggs also announced that he has two open positions- Firefighter/A-EMT.

Motion was made by Alderman Sullivan and seconded by Mayor Hensley to accept Fire Chief Griggs report.

Motion passed.

Police Chief Donna Turner reported the total calls for service is 2,166 and social media interactions are 8,300. Police Chief Turner reported that the SRO Officers are now working full-time patrol due to the school summer break. Police Chief Turner reported an Official Trespass Notification has been implemented for Covington Housing Authority properties. Chief Turner announced changes to the City Court Cost fee schedule (see attached). The recommended charge increases will be submitted to the next Board of Mayor and Alderman for Ordinance Approval.

Motion was made by Alderman Sullivan and seconded by Alderman Morris to approve Police Chief Turner's report.

Motion passed.

Project Manager for the New Police Building, Norma Eaton submitted a final timeline breakdown. Per National Econ. Corp OSHA regulations require bulk sampling of suspect asbestos-containing material will need to be conducted by state certified technicians at the current site. The Asbestos Survey for this project is \$2000.00.

Motion was made by Alderman Sullivan and seconded by Mayor Hensley to use \$2000.00 from the Park and Recreation budget to pay the \$2000.00 Asbestos Survey project.

Motion passed.

Building Official Lessie Fisher reported the drive through at Smoking photos are provided and meet all requirements for the facility to move forward on the off premises permit to sell beer.

Motion was made by Alderman Sullivan and seconded by Mayor Hensley to approve Building Official Fisher's report.

Motion passed.

With there being no further business the meeting adjourned at 4:43 p.m.

The Public Works Committee met at City of Covington on July 1, 2025, at 4:00 p.m. with the following members present: Chairman Alderman Danny Wallace, Alderman Jeff Morris, Alderman CH Sullivan, and Mayor Jan Hensley, Absent Alderman John Edwards. Also, present were Alderwoman Jean Johnson, Alderwoman Margaret Fleming, Public Works Director Tim Haynes, Building Official Lessie Fisher, Human Resource Director Cody Bumpus, Utilities Manager Calvin Johnson, Fire Chief Richard Griggs, Police Chief Donna Turner and Recorder-Treasurer Lisa Elam.

Public Works Director Tim Haynes reported the Install on the Wastewater Generator is complete. Director Haynes reported we are waiting for the startup of the generator when the company can fit us in. Director Haynes reported on the Wastewater Upgrades on the Clarifiers. Director Haynes reported that the Materials have been ordered, and the projected installation is to start late 2025. Director Haynes announced the progress for the Hwy 51 Sidewalk Project, currently we are waiting for TDOT approval of warranty deeds. Director Haynes also reported that the Water Plant Pressurized Filters need to be upgraded, the ones in use are 25years old. Director Haynes gave the estimates of replacing the water filters: \$249,108.00 (2 each year for 3 years) for a total of 6. Director Haynes announced he has (1) Utility Repair position open.

Motion was made by Mayor Hensley and seconded by Alderman Morris to accept the report of Public Works Director Haynes.  
Motion passed.

Building Official Lessie Fisher reported that the grass cutting report has been completed. Alderman Wallace inquired on stiffer penalties for repeat offenders. Building Official Fisher responded that the request for additional penalties must be addressed by Ordinance. Building Official Fisher also reported the Charms Co. addition was approved on 7/19. Building Official Fisher reported on the NAFIP Audit, explaining the flood insurance requirements for citizens. Building Official Fisher also reported that the Solid Waste Committee approved a 10-year plan for the Landfield.

Motion was made by Mayor Hensley and seconded by Alderman Morris.  
Motion passed.

With no further business this meeting adjourned at 4:28.



The Beer Board of the City of Covington, Tennessee met at City Hall on June 24, 2025, at 5:30 p.m. with the following members present: Mayor Jan Hensley, Aldermen: Jeff Morris, CH Sullivan, Danny Wallace, Jean Johnson, John Edwards, and Margaret Fleming. Also present were Public Works Director Tim Haynes, Park and Recreation Director Molly Glass, Building Official Lessie Fisher, City Attorney Rachel Simmons Assistant to Mayor Jason Fleming, and Recorder-Treasurer Lisa Elam

Meeting was called to order by Mayor Jan Hensley.

Public Hearing regarding the Consideration of an OFF PREMISE PERMIT for ROBERT MAX SANFORD, JR. dba SMOKIN at 967 HIGHWAY 51 NORTH.

Motion was made by Alderman Sullivan and seconded by Alderman Wallace to approve the Consideration of an OFF PREMISE PERMIT for ROBERT MAX SANFORD, JR. dba SMOKIN at 967 HIGHWAY 51 NORTH.

Motion passed.

There being no further business, the meeting adjourned at 5:31 p.m.

8-Jul-2025

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