

MINUTES
BRANDON BOARD OF ALDERMEN &
MAYOR REGULAR BOARD MEETING
BUTCH LEE, MAYOR
PRESIDING DECEMBER 4,
2023

1. CALL TO ORDER - Mayor Lee and Aldermen Farris, Middleton, Womack, Coker, Williams, Vinson and Craine were present.
2. INVOCATION AND PLEDGE OF ALLEGIANCE – Lainey Phillips gave the invocation and Regan Jordan led the Pledge of Allegiance.
3. PUBLIC COMMENTS AND RECOGNITIONS – None.
4. OLD BUSINESS

1. Approve the Regular Board Meeting Minutes of November 20, 2023.

Alderman Womack made the motion to approve agenda item 4.1, seconded by Alderman Craine and upon unanimous vote the motion carried.

5. BUTCH LEE, MAYOR

1. Accept a donation of 2.5 +/- acres located at the end of Christian Drive from Pelahatchie Commercial Properties, LLC, and to authorize the Mayor to execute IRS form 8283 on behalf of the City and to authorize filing of the related deeds in Rankin County Chancery land records.
2. Designate Police Chief Joseph French as the Traffic Administrator for the City in accordance with Section 78-31 of the Code of Ordinances of the City.
3. Accept utility easement on Marquette Road from Rankin County.

Alderman Vinson made the motion to approve agenda items 5.1 - 5.3, in accordance with the memos from the Mayor's office which are appended hereto, seconded by Alderman Craine and upon unanimous vote the motion carried.

6. ANGELA BEAN, CITY CLERK

1. Spread onto the minutes the Lis Pendens cancelation for the property at 30 Quail Ridge Drive, having received payment in full for the amount owed to the City for previous property clean-up costs and associated penalties.
2. Approve FY2023 budget amendments and authorize publication of the same.
3. Approve the Docket of Claims for December 4, 2023.
4. Approve the purchase of Event Cancellation Insurance for the 2024 Amphitheater Concert Season from Mark Edward Partners and authorize the Mayor to execute all related documents and payment of the same.

Alderman Womack made the motion to approve agenda items 6.1-6.4, in accordance with the memos of the City Clerk's office which are appended hereto, seconded by Alderman Middleton and upon unanimous vote the motion carried.

7. CARLEY KEYES, EVENT SERVICES

1. Approve professional services agreements for the purpose of promoting tourism in accordance with HB1521 (2023 MS Legislative Session) and for such other related and lawful purposes; authorize the Mayor to execute the same and approve payment of all show related expenditures for:
 - a. Junnel Enterprise, LLC. for a performance by Oliver Anthony on Saturday, March 9, 2024, at the Brandon Amphitheater.
 - b. Bored Teachers, LLC, for a performance by Bored Teachers on Saturday, April 13, 2024, at the City Hall Live.
 - c. Chase Matthew Touring, LLC for a performance on Saturday, April 27, 2024, at the Brandon Amphitheater.

Alderman Farris made the motion to approve agenda item 7.1(a)-(c), in accordance with the memo from the Event Services Department, which is appended hereto, seconded by Alderman Vinson and upon unanimous vote the motion carried.

8. PAUL BRANNON, PUBLIC WORKS DEPARTMENT

1. Approve utility adjustments in accordance with the memo from the Public Works Department, first finding that the adjustments are reasonable and necessary because of unforeseen circumstances of which the customer did not receive benefit.
2. Approve pay request #9 in the amount of \$154,152.18 from Thornton Construction Company for the Grants Ferry Parkway Sewer Line Extension Project and authorize payment of the same.
3. Authorize permission to develop plans and advertise a bid notice for the Mary Ann Drive Sidewalk Improvements Project.

Alderman made the motion to approve agenda items 8.1-8.3, in accordance with the memos from the Public Works Department, which are appended hereto, seconded by Alderman and upon unanimous vote the motion carried.

4. Accept the bids received on November 29, 2023, for the Marquette Road Multi-Use Path project and award to Thornton Construction Co., Inc., in the amount of \$1,343,428.00, as the lowest and best bid received, with such approval and acceptance contingent upon concurrence of such award and contract by the Mississippi Department of Transportation.

Alderman Craine made the motion to approve agenda item 8.4, in accordance with the memo from the Public Works Department, which is appended hereto, seconded by Alderman Vinson and upon unanimous vote the motion carried.

9. SAM HAWKINS, COMMUNITY DEVELOPMENT

1. Set Public Hearing for during the Regular Board Meeting on December 18, 2023 regarding conditional use application from Thrash / Forestry Suppliers for above ground utilities at parcels # H8-1-42 and H8-1-43.
2. Authorize the transfer a 2007 Ford F150, VIN #0599, to the Parks & Recreation Department.
3. Approve the Trustcare Kids Comprehensive Sign Plan to include a mural on the east elevation of the Trustcare Kids Building.

Alderman Coker made the motion to approve agenda items 9.1-9.3, in accordance with the memos from the Community Development Department, which are appended hereto, seconded by Alderman Farris and upon unanimous vote the motion carried.

4. Public Hearing regarding Rosewood Apartments - Parcel # I8E-8-10 PPIN # 31771.

The public hearing which was continued from the November 20, 2023 Regular Board Meeting was opened wherein the Community Development Director advised that all of the prerequisites to the public hearing and submitted additional documentation in this regard and requested that the public hearing be continued to the Regular Board Meeting on January 2, 2024, whereby Alderman Coker made a motion to continue the public hearing to the January 2, 2024 Regular Board Meeting, seconded by Alderman Craine. It is noted that no representatives of the owner, the lienor or property manager were present, although each had been provided notice of the same.

JOSEPH FRENCH, POLICE CHIEF

5. Approve a Memorandum of Understanding between the Mississippi Transportation Commission (MTC) and the City of Brandon and authorize Mayor Lee and Chief Joseph French to execute all related documents.
6. Authorize hiring of the following:
 - Dwayne Martin as Sergeant Investigator effective December 5, 2023 and set rate of pay in accordance with the memo.
 - Timothy Page as a communications officer effective December 5, 2023, and set rate of pay in accordance with the memo.
 - Brandon Allison as a Patrolman Trainee effective December 5, 2023 and set rate of pay in accordance with the memo.
7. Increase the salary of Sgt. Aaron Conley due to his completion of the Educational Benchmark and set rate of pay in accordance with the memo.
8. Authorize permission to change Lt. Andrea Wade from patrol to administrative and adjust hours per pay period in accordance with the memo.

9. Accept the resignation of Officer Joseph Latham effective November 23, 2023.
10. Approve the preparation of specifications for less-lethal weapons system (tasers) for use by the Police Department and authorize advertisement for bids for the same.
11. Accept the resignation of Deputy Court Clerk Jordan Leeper effective December 4, 2023.

Alderman Womack made the motion to approve agenda items 10.1-10.7, in accordance with the memos from the Police Department, which are appended hereto, seconded by Alderman Craine and upon unanimous vote the motion carried.

10. BRIAN ROBERTS, FIRE CHIEF

Monthly Reports: E. Jasper St. siren not working. Repairs initiated.

Priority One Calls: 164

Response Time Average: 8:38

1. Approve a memorandum of understanding with the MS Fire Academy and authorize Div. Chief Jerry King to execute the same.
2. Authorize permission for firefighters to receive Public Safety Duty Physicals per NFPA 1582 at UMMC Public Safety Support Division and authorize payment of the same.
3. Authorize to repair the E-One engine (VIN # 9943) and authorize payment for the same.
4. Authorize permission to purchase equipment for 23HS128 Homeland Security grant.

Alderman Farris made the motion to approve agenda items 11.1-11.4, in accordance with the memos from the Fire Department, which are appended hereto, seconded by Alderman Vinson and upon unanimous vote the motion carried.

5. Authorize permission to add George Roberts, Donna Roberts, and Benjamin Duncan as volunteer members of the Brandon Emergency Support Unit.

Alderman Womack made the motion to approve agenda item 11.5, in accordance with the memo from the Fire Department, which is appended hereto, seconded by Alderman Craine and upon unanimous vote the motion carried.

11. EXECUTIVE SESSION

Alderman Womack made the motion to consider the need to enter into Executive Session, seconded by Alderman Farris and upon unanimous vote the motion carried.

Alderman Vinson then made the motion to enter into Executive Session to discuss personnel matters involving the public works department and event services and potential litigation involving a police department matter, seconded by Alderman Coker and upon unanimous vote the motion carried.

Alderman Vison made the motion to terminate employee #100148836 and employee #2248 effective December 4, 2023, for the reasons generally presented by the Mayor, with memos regarding the reasons therefore to be placed in the personnel file of each, seconded by Alderman Craine and upon unanimous vote the motion carried.

Alderman Coker made the motion to resume the Regular Board Meeting out of Executive Session, seconded by Alderman Womack, and upon unanimous vote the motion carried.

(That a vote was taken in Executive Session was announced upon resuming the Regular Board Meeting out of Executive Session).

12. ADDITIONAL ITEMS

1. Approve settlement with Charles Taylor Adjusting re: GLO65247 re: Luke Bryan Concert and authorize the Mayor and City Clerk to execute the Form of Acceptance and related documents.

Alderman Coker made the motion to approve agenda item 13.1 in accordance with the memo from the City Clerk, which is appended hereto, seconded by Alderman Farris and upon unanimous vote the motion carried.

13. ADJOURN

Alderman Coker made the motion to adjourn the Regular Board Meeting, seconded by Alderman Williams and upon unanimous vote the motion carried.

(Next Regular Board Meeting: December 18, 2023).

Minutes approved, this the 18th day of December 2023.



Hon. Butch Lee, Mayor

Attest:



Hon. Angela Bean, City Clerk