

MINUTES
BRANDON BOARD OF ALDERMEN
REGULAR BOARD MEETING
BUTCH LEE, MAYOR PRESIDING
OCTOBER 3, 2022

1. CALL TO ORDER - Mayor Lee and Aldermen Middleton, Womack, Coker, Williams, Vinson and Craine were present.

2. INVOCATION AND PLEDGE OF ALLEGIANCE - Mary Frances Grondin with Mayor's Youth Council gave invocation and Maggie Bennett with Mayor's Youth Council led the Pledge of Allegiance.

3. PUBLIC COMMENTS AND RECOGNITIONS –

- Brent Robinson, Genna Benna. Gave perspective about water issues in Jackson, Mississippi and how these issues affect the operation of restaurants and thanked the board for the investment in the infrastructure in Brandon such that these issues are not in Brandon.
- Patrick Robbins, Troop 29, Senior at Brandon High School. Discussed his eagle scout project at Quarry Trails.

4. OLD BUSINESS

1. Approve the Work Session and Regular Board Meeting Minutes of September 19, 2022.

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

Mayor Lee administered the oath of office to Police Chief Wayne Dearman.

1. Designate Police Chief Wayne Dearman as the Traffic Administrator for the City in accordance with Section 78-31 of the Code of Ordinances of the City.
2. Authorize rental of equipment from United Rentals, a state contract vendor, in the amount of \$10,080.11.
3. Purchase three (3) 3000w generators from Frederick's Sales & Services, as the lowest and best quotes received, in the total amount of \$6,897.00 and authorize payment of the same.
4. Surplus 18' Christmas tree that is no longer of use or value to the City and authorize disposition through sale on GovDeals online auction.
5. Accept Grants Ferry Parkway Permanent Sewer Line Easements and Temporary Construction Easements.

Alderman Vinson made the motion to approve agenda items 5.1-5.5 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. Purchase forty-six (46) Center Mount Wreaths for Christmas lamppost decorations from Jubilee Décor, as the lowest and best quote received, in the amount of \$32,552.00 and authorize payment of the same and revise the budget accordingly.

Alderman Williams made the motion to approve agenda item 5.6 in accordance with the memo from the Mayor's Office which is appended hereto, seconded by Alderman Coker and upon affirmative vote of the members present, with the exception of Alderman Middleton who voted "NAY", the motion carried.

6. ANGELA BEAN, CITY CLERK

1. Accept an engagement letter from Barlow & Company for the fiscal year 2022 audit and authorize the Mayor and City Clerk to execute the same.
2. Approve the quote for annual generator services from RP Power, LLC, as the lowest and best quote received, in the amount of \$14,610.00 and authorize payment of the same.
3. Approve:
 - a. Docket of Claims for September 30, 2022 and October 3, 2022.
 - b. Electronic transfers for September 2022.

Alderman Coker made the motion to approve agenda items 6.1-6.3(a)-(b) in accordance with the related memos of the City Clerk which are appended hereto, seconded by Alderman Craine and upon unanimous vote the motion carried.

7. CHARLES SMITH, PUBLIC WORKS DEPARTMENT

1. Approve the extension of the Yard Restoration commodity bid with Murphy's Lawn & Landscape, Inc. for the FY23 term effective October 1, 2022-September 30, 2023 in accordance with MCA 31-7-13(n).
2. Declare as an emergency in accordance with MCA 31-7-13(k) the Caine water well repairs from Griner Drilling Service, Inc. in the amount of \$6,914.00 and authorize payment of the same.
3. Declare as an emergency and approve the commodity pricing repairs (invoice #4497-H22103-01) by Hemphill Construction Co. in accordance with MCA 31-7-13(k) and 31-7-13(n) and authorize payment of the same.
4. Declare as an emergency in accordance with MCA 31-7-13(k) the CCTV cleaning and investigation of the sewer line behind Ramey's Grocery from Suncoast, Inc. in the amount of \$5,967.00 and the CCTV cleaning and investigation of the storm drain line on

Lennox Place from Suncoast, Inc. in the amount of \$5,438.50 and authorize payments of the same.

5. Declare as an emergency in accordance with MCA 31-7-13(k) tree removal services from Specialty Tree Service, LLC in the amount of \$13,395.00 and authorize payment of the same.
6. Approve the purchase of lime from Southern Rock, as the lowest and best quote received, in the amount of \$5,705.10 to be used at Shiloh Park as part of the 2022 Asphalt Overlay Project.

Alderman Womack made the motion to approve agenda items 7.1-7.6, in accordance with the related memos from the Public Works Department which are appended hereto, seconded by Alderman Vinson and upon unanimous vote the motion carried.

7. Purchase a water meter base station and installation at Hebron Hill from Core and Main, as the lowest and best quote received, in the amount of \$5,600.00 and authorize payment of the same.
8. Approve supplemental change order #1 with regard to the Highway 18 at Louis Wilson Signal and Intersection Improvements Project, increasing the contract amount \$69,700.00 and authorize the Mayor to execute the same, first finding that the change to the original contract is necessary and will better serve the purpose of the city and that the change is made in a commercially reasonable manner and not made to circumvent the public purchasing statutes; and approve the Joe McGee pay request #3 in the amount of \$134,894.70 and authorize payment of the same.
9. Approve AJ Construction change order #1 increasing the contract price \$12,671.00 for additional repairs regarding the 2022 Asphalt Resurfacing Project, first finding that the change to the original contract is necessary and will better serve the purpose of the city and that the change is made in a commercially reasonable manner and not made to circumvent the public purchasing statutes and authorize the Mayor to execute the same.
10. Accept the bids received on September 23, 2022 for the Pecan Ridge Subdivision Entrance Rehab Project and waive irregularities, and award to Ambiance Landscape, as the lowest and best bid received, in the amount of \$85,821.67 and authorize the Mayor to execute any related documents.
11. Approve the utility adjustments and utility adjustment denials pursuant to the memo.
12. Approve the final plat for Cornerstone Phase 10, contingent upon completion of items identified in the memo of the Public Works Director, and MDOT approval and to require that all construction traffic use Grants Ferry Parkway.

Alderman Craine made the motion to approve agenda items 7.7 - 7.12, in accordance with the related memos from the Public Works Department which are appended hereto, seconded by Alderman Williams and upon unanimous vote the motion carried.

8. COMMUNITY DEVELOPMENT DEPARTMENT

1. Set a public hearing during the Regular Board Meeting of October 17, 2022 for the consideration of amendments to Section 4.1 and Section 4.4.6.2 of the Code of Ordinances with regard to Convalescent, Nursing Homes and Assisted Living Facilities.
2. Adopt a resolution adjudicating the cost of property clean-up at 250 E. Sunset Drive (Parcel #I8G-2-130) in accordance with MCA 21-19-11.

Alderman Vinson made the motion to approve agenda items 8.1 & 8.2 in accordance with the related memos from the Community Development Department which are appended hereto, seconded by Alderman Craine and upon unanimous vote the motion carried.

3. Spread onto the Minutes correspondence reflecting that the applicant for a conditional use permit for a package store at the corner of Hwy. 80 and Overby Street has withdrawn the application and accordingly no additional action will occur with respect to the same.

Alderman Williams made the motion to approve agenda item 8.3 in accordance with the related memo from the Community Development Department which is appended hereto, seconded by Alderman Coker and upon unanimous vote the motion carried.

9. WAYNE DEARMAN, POLICE CHIEF

1. Accept the resignations of Communications Officer Brynna Jackson effective September 29, 2022 and Officer Derrick Roberts effective September 30, 2022.
2. Rescind board action taken on September 19, 2022 under section 9.2 of the minutes with regard to the resignation of Officer Deon Allen.
3. Approve the 36-month agreement renewal with Advantage Business Solutions, a state contract vendor, for the Booking copier in the amount of \$222.00 per month; approve the 36-month agreements with Advantage Business Solutions for the Investigations copier in the amount of \$222.00 and Court Services copier in the amount of \$78.90 and authorize the Mayor to execute the same.

Alderman Womack made the motion to approve agenda items 9.1-9.3 in accordance with the memos from the Police Department which are appended hereto, seconded by Alderman Vinson and upon unanimous vote the motion carried

10. BRIAN ROBERTS, FIRE CHIEF

1. Monthly Reports:
Siren Report; functions properly: Yes Issues: None
EMS Report; # of P1 calls: 189 Average Response Time: 9.43
2. Approve the additional repairs to the 2008 Pierce Arrow Fire Engine in the total amount of \$5,215.80 for parts and labor in accordance with MCA 31-7-13(m)(ii) and authorize payment of the same.

3. Approve the Sunbelt Fire, Inc. quote in the total amount of \$149,708.53 for towing and emergency repairs related to the E-One Engine (VIN #9942) that were approved at the August 29, 2022 meeting; authorize the additional maintenance repairs in the amount of \$33,500.29 in accordance with MCA 31-7-13(m)(ii); authorize payments of the same; and amend the budget accordingly.
4. Authorize permission to purchase a refurbished Lifepak 15 with batteries and charger from Master Medical Service, as the lowest and best quote received, in the amount of \$18,970.00 plus applicable shipping charges and authorize payment of the same.
5. Accept the FY 2022 Homeland Security grant in the amount of \$11,000.00 to purchase search and rescue equipment and authorize the Mayor, City Clerk and Fire Department Administrative Assistant and others as necessary to execute any related documents.
6. Authorize application for the Emergency Medical Services Operating Fund (EMSOF) grant in the amount of \$15,330.00 and authorize the Mayor, City Clerk and others as necessary to execute all related documents.
7. Approve a Memorandum of Understanding between Brandon Fire Department and the Mississippi State Fire Academy with regard to training and authorize the Fire Chief to execute the same.
8. Authorize Chief Brian Roberts and Division Chief Jerry King to travel to Gulfport, MS to attend the annual Training Officer's Conference on November 1-4, 2022.
9. Authorize Lt. Dan Vance and Lt. Mark Herrin to replace previously approved representatives to travel to Biloxi, MS to attend the Mississippians for Emergency Medical Services Conference on October 16-19, 2022.

Alderman Craine made the motion to approve agenda items 10.2-10.9 in accordance with the memos from the Fire Department which are appended hereto, seconded by Alderman Womack and upon unanimous vote the motion carried.

EXECUTIVE SESSION

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

Alderman Womack then made the motion to enter into Executive Session to discuss personnel matters involving the police department, acquisition of real property for drainage improvements and street right of way and the transaction of business and discussions or negotiations regarding the business/industry involving The Quarry, seconded by Alderman Vinson and upon unanimous vote the motion carried.


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

(That no votes were taken in Executive Session was announced upon return to the board room.)

ADJOURN

Alderman Craine made the motion to adjourn the Regular Board Meeting, seconded by Alderman Coker and upon unanimous vote the motion carried. (Next Regular Board Meeting October 17, 2022).

Minutes approved this the 17th day of October 2022.



Hon. Butch Lee, Mayor

Attest:



Hon. Angela Bean, City Clerk

