

MINUTES
BRANDON BOARD OF ALDERMEN &
MAYOR REGULAR BOARD MEETING
BUTCH LEE, MAYOR
PRESIDING AUGUST 7, 2023

1. CALL TO ORDER - Mayor Lee and Aldermen Farris, Middleton, Womack, Vinson, Craine, Williams, Middleton and Coker were present.
2. INVOCATION AND PLEDGE OF ALLEGIANCE – Alderman Farris gave the invocation and Alderman Coker led the Pledge of Allegiance.
3. PUBLIC COMMENTS AND RECOGNITIONS
 - Ryan Herndon introduced the National Runner-up Brandon FC RSC 2009 Girls Premier Soccer Team.
 - Representatives of the Brandon Chamber of Commerce provided information regarding Lemonade Day in Brandon on August 12 & 13.
 - Mayor Lee presented the following information/updates: (1) water usage information regarding specific accounts and the various options available to track usage; (2) West Rankin Utility Authority financial information; (3) ditch survey re: Old Brandon Road to Hwy. 80; (4) PERS Recommendations for employer contribution which will affect the City; (5) New MPO project re: Mary Ann Dr. sidewalk and bicycle lane improvements; and (6) the fall park schedule.
4. OLD BUSINESS
 1. Approve the Regular Board Meeting Minutes of July 17, 2023 and Special Board Meeting Minutes of July 27, 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. Adopt a Resolution declaring the intention of the Mayor and Board of Aldermen of the City of Brandon, Mississippi to issue Tax Increment Financing Bonds of said Municipality in an aggregate principal amount not to exceed Two Million Dollars (\$2,000,000) to finance the cost of installing and constructing certain improvements for Crossgates Crossing.

Alderman Vinson made the motion to approve agenda item 5.1, in accordance with the memo from the Mayor's Office, which is appended hereto, seconded by Alderman Womack and upon unanimous vote the motion carried.

6. ANGELA BEAN, CITY CLERK

1. Hire Rebecca Dear as accountant effective August 8, 2023 and set rate of pay in accordance with the memo.
2. Approve docket of claims for August 8, 2023.

Alderman Williams made the motion to approve agenda items 6.1-6.2, in accordance with the memos from the City Clerk's Office, which are appended hereto, seconded by Alderman Coker 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 HB 1521 (2023 MS Legislative Session) and for such other lawful and related purposes, and authorize the Mayor to execute the same; and approve and authorize all related show expenditures for:
 - a. Live Nation Worldwide, Inc for a performance by Luke Bryan on August 13, 2023 at the Brandon Amphitheater.
 - b. Live Nation Worldwide, Inc for a performance by 3 Doors Down on Saturday, September 9, 2023 at the Brandon Amphitheater.
2. Approved a Limited License Professional Services Agreement with FunGuys, LLC with regard to Magic of Lights display during a designated time and designated event area and authorize the Mayor of City Clerk to execute the same.

Alderman Farris made the motion to approve agenda items 7.1(a)&(b)- 7.2, in accordance with the memos from the Event Services Department, which are appended hereto, seconded by Alderman and upon unanimous vote the motion carried.

8. PAUL BRANNON, PUBLIC WORKS DEPARTMENT

1. Approve Hemphill Construction Company pay request #6 in the amount of \$12,784.40 with regard to the Eastgate & Municipal Drive Signal & Improvements Project.
2. Accept Permanent Water Utility Easements from Wilson Real Estate, LLC filed in Rankin County Chancery Clerk's office and recorded in Book 2023, pages 16280-16285 and 16286-16291.
3. Accept bids received on July 17, 2023 regarding the Mar-Lyn Water Line Project and award to Jay Bearden Construction in the amount of \$59,502.00 (base bid only) and authorize the Mayor to execute all related contract documents.
4. Approve Hemphill Construction Company quotes for storm drain and sinkhole repairs in various locations throughout the City utilizing commodity bid pricing and amend the budget accordingly.

Alderman Craine made the motion to approve agenda items 8.1 – 8.4, in accordance with the memos from the Public Works Department, which are attached hereto, seconded by Alderman Womack and upon unanimous vote the motion carried.

5. Approve Hemphill Construction Company quotes for water leak and fire hydrant repairs in various locations throughout the City utilizing commodity bid pricing and amend the budget accordingly.
6. Authorize permission to publish a notice to accept bids for the US 80 Traffic Signal Upgrades at the intersections of Stonegate Drive & Woodgate Drive.

7. Approve the utility adjustments pursuant to the memo
8. Authorize permission to hire Michael Oswald as laborer II effective August 8, 2023 and set rate of pay in accordance with the memo.

Alderman Womack made the motion to approve agenda items 8.5-8.8, in accordance with the memos from the Public Works Department, which are appended hereto, seconded by Alderman Craine and upon unanimous vote the motion carried.

9. SAM HAWKINS, COMMUNITY DEVELOPMENT

1. Adopt an ordinance amending Chapter 6, Sections 6-10.1 of the Code of Ordinances of the City of Brandon, Mississippi and adding Section 6-10.3 to the Code of Ordinances of the City of Brandon, Mississippi.

Alderman Coker made the motion to approve agenda item 9.1 in accordance with the memo from the Community Development Department, which is appended hereto, seconded by Alderman Vinson and upon unanimous vote the motion carried.

2. Set the public hearing for August 21, 2023, during the regular board meeting, regarding a request to approve a Conditional Use application to build a package store at 1032 Hwy 471 (Parcel I09F000001 00111).
3. Set the public hearing for August 21, 2023, during the regular board meeting, regarding a request to approve a Conditional Use application to build three small cell towers which match the existing light poles in Crossgates subdivision.
4. Set the public hearing for August 21, 2023, during the regular board meeting, regarding a request to approve a Conditional Use application for Region 8 Mental Health to alter a portion of the building use to I-2 at 613 Marquette Road (Parcel H08Q0000001 00050).

Alderman Womack made the motion to approve agenda items 9.1-9.4, in accordance with the memos from the Community Development Department, which are appended hereto, seconded by Alderman Craine and upon unanimous vote the motion carried.

10. WAYNE DEARMAN, POLICE CHIEF

1. Authorize to change the number of hours worked in a pay period for Animal Control in accordance with the memo.
2. Transfer officer William McIntyre IV to Animal Control Officer effective August 7, 2023.
3. Transfer officer Palmer Robbins to Patrol effective August 7, 2023.
4. Accept the resignations of :
 1. Communications Officer Dianne Berry effective July 21, 2023.
 2. Communications Officer Bryan Edmondson effective July 28, 2023.
5. Authorize permission to hire Ashlenn Errington as a Communications officer upon completion of her prerequisites effective August 8, 2023, and set rate of pay in accordance with the memo.

6. Authorize permission for Captain Brian Elwell and Officer Palmer Robbins to travel to Flowood to participate in the Metro Motors of MS on September 6-9, 2023.
7. Authorize permission for Lt. Joseph French to travel to New Orleans, Louisiana to attend the Motor Vehicle Criminal Interdiction conference on August 13-17, 2023.
8. Authorize permission to accept and receive grant funding in the amount of \$99,323.60 for the FY24 MOHS grant and authorize the Mayor to execute any related documents.
9. Authorize permission to surplus and sell at auction the following department vehicles that are no longer of use to the Brandon Police Department:
 - 2012 Chevy Caprice vin ending in 8920
 - 2013 Chevy Caprice vin ending in 4695
 - 2015 Dodge Charger vin ending in 5938

Alderman Williams made the motion to approve agenda items 10.1-10.9, in accordance with the memos from the Police Department, which are appended hereto, seconded by Alderman Vinson and upon unanimous vote the motion carried.

11. BRIAN ROBERTS, FIRE CHIEF

1. Monthly Reports:

Siren Report; functions properly: YES Issues: N/A
 EMS Report; # of P1 calls: 182 Average Response Time: 0:09:03

2. Approve Memorandum of Understanding with State Fire Academy re: Rope Rescue Training and authorize participation payments.
3. Authorize permission to hire part-time firefighter/paramedic Adam Denson effective August 8, 2023.
4. Authorize permission for Chief Roberts and Div. Chief King to travel to Biloxi, MS to attend the Emergency Services Administrative Professionals Association Conference on September 6-8, 2023.

Alderman Vinson made the motion to approve agenda items 11.2-11.4 in accordance with the memos from the Fire Department, which are appended hereto, seconded by Alderman Womack and upon unanimous vote the motion carried.

12. EXECUTIVE SESSION

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

Alderman Craine then made the motion to enter into Executive Session to discuss personnel matters involving the public works and police departments and pending litigation re: *Dutton vs. City of Brandon*, seconded by Alderman Williams and upon unanimous vote the motion carried.

Alderman Womack made the motion to terminate employee #2231 effective immediately based on the recommendation of the Public Works Director, with a memo regarding the same to be included in the employee's personnel file, seconded by Alderman Craine and upon unanimous vote the

motion carried.

Alderman Womack made the motion to acknowledge that employee #2227 effectively resigned from employment with the City on May 19, 2023, by failing to report to and return for work as scheduled, seconded by Alderman Craine and upon unanimous vote the motion carried.

Alderman Craine 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 votes were taken in Executive Session was announced upon resuming the Regular Board Meeting out of Executive Session).

13. ADJOURN

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

(Next Regular Board Meeting: August 21, 2023)

Minutes approved this the 21st day of August 2023.



Hon. Butch Lee, Mayor

Attest:



Hon. Angela Bean, City Clerk