

MINUTES
BRANDON BOARD OF ALDERMEN
REGULAR BOARD MEETING
BUTCH LEE, MAYOR PRESIDING
FEBRUARY 6, 2023

1. CALL TO ORDER - Mayor Lee and Aldermen Farris, Middleton, Womack, Coker, Vison, Williams and Craine were present.
2. INVOCATION AND PLEDGE OF ALLEGIANCE – Kameryn Pickens with Mayor's Youth Council gave the invocation and Lilly Hatfield with the Mayor's Youth Council led the Pledge of Allegiance.
3. PUBLIC COMMENTS AND RECOGNITIONS – None.
4. OLD BUSINESS
 1. Approve the Work Session and Regular Board Meeting Minutes of January 17, 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. Authorize permission to purchase ballfield clay for Shiloh Park from Blackwell Sand & Gravel, LLC, as the best and lowest quote received (based on a per truck load price) at an estimated amount of \$16,585.00; amending the budget accordingly and authorizing payment of the same.
 2. Approve the professional services agreement with Automated Earthwork Services for packing infields with fine materials at Shiloh Park in the amount of \$73,500.08; amend the budget accordingly and authorize payment of the same.
 3. Authorize permission for Georganna Keenum to travel to Tupelo, MS to attend the MS Tourism Association Spring Tourism Summit on April 4-6, 2023.
 4. Authorize permission to recognize and issue volunteer identification passes to persons affiliated with Tri-County Mountain Bike Association and others, as listed in attached memo, who regularly volunteer with the mountain bike trail development at the Quarry Park Trails with the purpose of identifying those who contribute to the work at the trails and are working with the efforts of the city.
 5. Authorize permission to submit a funding application for an NRCS Grant and authorize the Mayor to execute all related documents.

Alderman Coker made the motion to approve agenda items 5.1-5.5 in accordance with the related memos from the Mayor's Office which are appended hereto, seconded by Alderman Farris and upon unanimous vote the motion carried.

6. ANGELA BEAN, CITY CLERK
 1. Approve an engagement letter with Butler Snow for the preparation of the 2022 Continuing Disclosure statement; authorize payment and authorize the Mayor to execute the same.

2. Approve the purchase of event cancellation insurance for the 2023 amphitheater concert season from Mark Edward Partners, authorize the Mayor to execute all related documents and authorize payment of the same.
3. Approve the professional service agreement with Ramie Ford, d/b/a RF Outdoor Consulting, LLC, for consulting services with regard to the 2023 Brandon Amphitheater concert season and authorize the Mayor to execute the same.
4. Approve the Watkins Waterproofing quote, as the lowest and best bid received as the best received, in the amount of \$29,500.00 for concrete joint sealing at the Brandon Amphitheater, first finding the Mississippi appellate courts have recognized that public authorities may, in making a determination of whether a bid is the lowest and best, take into consideration factors such as the bidder's honesty and integrity, the bidder's skill and business judgment, the bidder's experience and facilities for carrying out the contract, the bidder's conduct under previous contracts, and the quality of work previously done by the bidder. See, *Burnett, Inc. vs. Pontotoc Board of Supervisors*, 940 So.2d 941 (Miss. App. 2006) and *Parker Bros. vs. Crawford*, 68 So.2d 281 (Miss. 1953), and further finding that in accordance with MCA Section 31-7-13(b) (1972, as amended), while the City was only required to obtain two (2) competitive quotes, it obtained three (3) quotes and in this regard with respect to the bid of Sunbelt Sealing, as reflected in the memo of the City Clerk which is incorporated herein by reference, that bidder's quote is not the lowest and best quote under the circumstances, and that the quote of Watkins Waterproofing, one of two other competitive written bids obtained, is the lowest and best quote received.
5. Adopt a Resolution of Intent to apply for a Community Development Block Grant (CDBG) with assistance from the Central Mississippi Planning and Development District, authorize the Mayor to execute the same and authorize publication of an RFP for engineering services.
6. Adopt job descriptions for Patrolman-Trainee and Firefighter-Trainee positions and set rates of pay.
7. Approve:
 - a. Docket of Claims for February 6, 2023.
 - b. Fox Everett claims released on January 26, 2023
 - c. Electronic fund transfers for November & December 2022 and January 2023.

Alderman Womack made the motion to approve agenda items 6.1-6.7(a-c) 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

1. Authorize permission to hire Mary "Lisa" Grayer as Utility Clerk I effective February 7, 2023 and set rate of pay pursuant to the memo.
2. Approve the release of the Letter of Credit from Community Bank with respect to Cornerstone Subdivision Part 9.
3. Declare an emergency with respect to the Sagewood Drive storm drain pipe and authorize the repair and/or replacement of the same as necessary.

4. Approve the quote from Lewis Electric, Inc. for Highway 80 at Value Road traffic signal repair in the amount of \$49,805.00 as the lowest and best quote received and authorize payment of the same.
5. Approve repairs made by Gould Enterprises in the amount of \$58,171.75, in accordance with the approved professional services fee schedule, and authorize payment of the same.
6. Declare as an emergency and approve the commodity pricing repairs made by Hemphill Construction, invoice # 4524-H22178-02-Final (November 2022), in the amount of \$105,597.25 in accordance with MCA 31-7-13(k) and 31-7-13 (n) and authorize payment of the same.
7. Approve Hemphill Construction Co. pay request #7 in the amount of \$173,748.02 and authorize payment of the same with regard to the College Street Waterline Improvements Project.

Alderman Craine made the motion to approve agenda items 7.1 –7.7 in accordance with the memos of the Public Works Department which are appended hereto, seconded by Alderman Coker and upon unanimous vote the motion carried.

8. Approve Hemphill Construction Co. pay request #4 in the amount of \$661,733.55 and authorize payment of the same with regard to the Highway 80 Signals Improvements Project at Eastgate Drive & Municipal Drive.
9. Approve storm drain repairs in accordance with the memo, utilizing professional service agreements and commodity pricing, and authorize payment of the same.
10. Approve storm drain inlet repairs in accordance with the memo, utilizing professional service agreements and commodity pricing, and authorize payment of the same.
11. Approve utility adjustment approvals and utility adjustment denials pursuant to the memo.
12. Approve the revised Public Works Utility Billing Adjustment Policy, as presented.
13. Authorize permission to develop plans and specifications for the 2023 Asphalt Paving Project and authorize advertisement for bid.
14. Approve the quote from Thornton Construction Co., Inc. in the amount of \$55,591.00, as the lowest and best quote received, for Martin Road Drainage Improvement Project and authorize payment of the same and approve contract documents, subject to the City acquiring the required easements necessary for the project.
15. Accept a temporary construction easement from Rankin County School District and approve payment for the same.

Alderman Craine made the motion to approve agenda items 7.8-7.15 in accordance with the related memos from the Public Works Department which are appended hereto, seconded by Alderman Womack and upon unanimous vote the motion carried.

16. Consideration of Rosewood Apartments Application for Adjustment.

Alderman Vinson made the motion to deny agenda item 7.16, seconded by Alderman Coker and upon unanimous vote the motion carried.

8. COMMUNITY DEVELOPMENT

1. Hire Taylor Webb as a Code Enforcement Officer / Inspector effective February 7, 2023, and set rate of pay pursuant to the memo.
2. Approve the Glen Wycke IV final plat, with such approval conditioned upon the execution and filing of the subdivision covenants as presented to the City in conjunction with such approval.
3. Approve the Bethel Place final plat, with such approval conditioned upon the execution and filing of the subdivision covenants as presented to the City in conjunction with such approval.
4. Approve the site plan and architectural review for the new Pizza Hut & Moe's Southwest Grill to be located at 316 Stribling Lane.
5. Approve the NPDES Phase II Stormwater Program 2022 Annual Report and authorize the Mayor to execute the same.
6. Adopt a resolution regarding a temporary moratorium of residential subdivision development and the approval of preliminary plats or other development plans or final plats for any residential subdivision in any RR, R-12, R-8, RM or TND zoning district in the City of Brandon; and set a public hearing with regard to the same during the Regular Board Meeting of March 6, 2023.

Alderman Craine made the motion to approve agenda items 8.1-8.6 in accordance with the memos from the Community Development Department which are appended hereto, seconded by Alderman Vinson and upon unanimous vote the motion carried.

9. WAYNE DEARMAN, POLICE CHIEF

1. Authorize permission to hire Jabri Selmon as a Patrolman-Trainee effective February 7, 2023 and set rate of pay pursuant to the memo.
2. Authorize permission to appoint Officer Troy Duke as the Brandon Police Department Chaplain effective February 1, 2023.
3. Remove Sergeant Jason Witcher from the reserve roster effective January 23, 2023.
4. Authorize permission for Officers Deon Allen and Michael Humphreys to travel to Camp Shelby, MS to participate in a Field Training Officer class on April 18-20, 2023.
5. Appoint Lydia Easley as petty cash custodian for the Police Department office fund and authorize permission to obtain a Trustmark card for the Police Department appointing Lydia Easley as the card holder.
6. Authorize permission to apply and receive grant funding in the amount of \$75,280.50 for FY24 from the Mississippi Office of Highway Safety and authorize the Mayor to execute related documents.
7. Surplus vehicles that no longer of use to the City and authorize the sale of the same through GovDeals online auction in accordance with the memo.

Alderman Womack made the motion to approve agenda items 9.1-9.7 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. FIRE DEPARTMENT

1. Monthly Reports:

Siren Report; functions properly: All except the siren at Thorngate

Issues: Being determined

EMS Report; # of P1 calls 174

Average Response Time: 8:51

2. Authorize permission to hire the following effective February 7, 2023 and set rate of pay pursuant to memos:
 - a. Blake Loland as a Firefighter-Trainee.
 - b. Justin Jacobs as a part-time Firefighter.
3. Remove inactive members of the Brandon Emergency Support Unit (CERT team) roster effective February 7, 2023.
4. Authorize permission for Chief Brian Roberts, Division Chief Jerry King, Capt. Shane Puckett, Lt. Andrew Goolsby and Lt. Jay McClora to travel to Corinth, MS for "Training at the Crossroads" on March 30-April 2, 2023.
5. Adjust travel dates that were approved on November 21, 2022 under section 10.3 of the minutes regarding the MS Firefighter and Fire Chief's Conference pursuant to the memo.
6. Authorize permission to purchase two (2) Battery PPV fans from Sunbelt Fire, as the lowest and best quote received, in the amount of \$9,910.00 plus shipping charges and authorize payment of the same.

Alderman Womack made the motion to approve agenda items 10.1-10.6 in accordance with the memos from the Fire Department which are appended hereto, seconded by Alderman Farris and upon unanimous vote the motion carried.

EXECUTIVE SESSION

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

Alderman Womack made the motion to go into Executive Session to discuss personnel matters involving the Community Development Department and the Police Department, the transaction of business and discussions regarding the location, relocation or expansion of a business, and potential litigation regarding planning and zoning matters, seconded by Alderman Coker and upon unanimous vote the motion carried.

Alderman Womack made the motion to approve February 2, 2023, Engagement Agreement with Jones Walker, L.L.P., for legal representation for a proposed economic development project and related matters, seconded by Alderman Vinson and upon unanimous vote the motion carried.

Alderman Williams made the motion to authorize the Mayor to offer not more than \$110,000.00 as an annual salary to the Community Development Director candidate as presented by the City's staffing professionals, by Alderman Farris, seconded by Alderman and upon unanimous vote the motion carried.

Alderman Williams made the motion to hire Gerondrick Cole as a Patrol Sergeant with the Police Department, effective February 7, 2023, and to set rate of pay in accordance with the memo of the Police Department, which is appended hereto, seconded by Alderman Vinson and upon unanimous vote the motion carried.

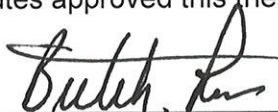
Alderman Womack then made the motion to resume the Regular Board Meeting out of Executive Session, seconded by Alderman Williams and upon unanimous vote the motion carried.

(That votes were taken in Executive Session was announced upon return to the board room.)

ADJOURN

Alderman Womack made the motion to adjourn the Regular Board Meeting, seconded by Alderman Coker and upon unanimous vote the motion carried. (Next Regular Board Meeting; February 20, 2023).

Minutes approved this the 20th day of February 2023.



Hon. Butch Lee, Mayor

Attest:



Hon. Angela Bean, City Clerk

