

MINUTES  
BRANDON BOARD OF ALDERMEN  
REGULAR BOARD MEETING  
BUTCH LEE, MAYOR PRESIDING  
JULY 6, 2021

1. CALL TO ORDER- Mayor Lee and Aldermen Dobbs, Middleton, Womack, Coker, Williams, Vinson, and Craine were present.
2. INVOCATION AND PLEDGE OF ALLEGIANCE
  - Invocation: Mr. Walter Redd.
  - Pledge of Allegiance: Marleigh Blush, Mayor's Youth Council
3. PUBLIC COMMENTS AND RECOGNITIONS – None.
4. OLD BUSINESS
  1. Approve the Regular Board Meeting Minutes of June 21, 2021, and Special Board Meeting Minutes of June 28, 2021.

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

5. BUTCH LEE, MAYOR
  1. Record the Oaths of Office of the Mayor and Aldermen and appoint Lu Coker as Mayor Pro Tempore.
  2. Approve legal services agreement for the City Attorney in accordance with MCA Section 21-15-25 (1972 as amended) and authorize the Mayor to execute the same.
  3. Continue employment of the following on same terms and conditions:
    - Municipal Judge, Whitney Adams
    - City Clerk, Angela Bean
    - Fire Chief, Brian Roberts
    - Police Chief, William Thompson
    - Public Defender, Kevin Stewart
    - Public Prosecutor, Adrian Mills
    - Community Development Director, Matt Dodd
    - Public Works Director, Charles Smith
    - City Engineer, Matthew Miller
  4. Approve continuation of a local emergency for an additional thirty (30) days or such time that the Governor of Mississippi lifts the State of Emergency, whichever comes first.
  5. Authorize travel to Biloxi, MS to attend the annual Mississippi Municipal League Conference on July 26-28, 2021.

6. Extend professional services agreements with RF Consulting and Jim Trotter for consulting of amphitheater staff for the remainder of the 2021 Concert Season, upon same terms and conditions.
7. Approve 16<sup>th</sup> Section Lease agreements with Rankin County School District for Sixteenth Section Land Leases for parcels I8M-12 10, I8N-66, I8J-91-10 and I8J-75-20 and authorize the Mayor and City Clerk to execute the same.
8. Spread onto the minutes the East Metro Corridor Commission Regular Meeting of May 4, 2021, which reflects action of the EMCC relieving the City from the financial commitment as set forth in the Resolution of the City adopted on October 5, 2020 and accepted by the East Metro Corridor Commission on October 6, 2020.

Alderman Vinson made the motion to approve agenda items 5.1 – 5.8 in accordance with the memos from the Mayor, which are appended hereto, seconded by Alderman Middleton and upon unanimous vote the motion carried.

6. ANGELA BEAN, CITY CLERK

1. Approve the amphitheater sponsorship agreements with Visit Mississippi (MDA) and Sheraton-Flowood for the 2021 season and authorize the Mayor to execute the same.
2. Adopt a Resolution appointing Mayor Butch Lee as a voting delegate for the Mississippi Municipal League's annual election.
3. Approve and accept an engagement letter from Barlow & Company for the preparation of the fiscal year 2021 audit report.
4. Approve professional services agreements with Black Top, Inc representing Clint Black, for a City Hall Live performance on July 18, 2021, and Cristalino, Inc. representing Santana for an Amphitheater performance on September 26, 2021; authorize the Mayor to execute the same; and approve all related expenditures.
5. Ratify city contracts as set forth in the attached memo of the City Clerk.
6. Approve settlement with Spotlite Claims Limited (Ref. LYDSUK.018) related to the cancellation of the Brian Regan concert in the full amount of \$50,750 and authorize the Mayor to execute the same.
7. Approve:
  - a. Docket of Claims for July 6, 2021.
  - b. Electronic Fund Transfers for June 2021.
  - c. Fox Everett claims released on July 1, 2021.

Alderman Williams made the motion to approve agenda items 6.1 – 6.7(a)-(c) in accordance with the memos from the City Clerk, which are appended hereto, seconded by Alderman Vinson and upon unanimous vote the motion carried.

7. MATT DODD, COMMUNITY DEVELOPMENT DEPARTMENT

1. Approve professional services agreement with Central Mississippi Planning and Development District (CMPDD) to develop a new Comprehensive Plan for the City of Brandon and authorize the Mayor to execute related documents.
2. Approve professional services agreement with Kiser Traffic and Engineering to develop a bicycle and pedestrian facilities master plan and authorize the Mayor to execute the same.
3. Approve professional services agreement with Allen Engineering for MS4 permit program management services and authorize the Mayor to execute the same.
4. Approve professional services agreement with Trent Rhodes Landscape Architect to provide beautification design services and authorize the Mayor to execute the same.
5. Authorize Cups, An Espresso Café to locate a temporary structure, as approved by the City, at 1382 W. Government Street with the condition that the same is will be temporarily permitted on the property in contemplation of the timely construction and completion of a permanent structure on the property housing Cups, and with the condition that the temporary structure shall be removed from the property on or before July 31, 2022 or at such time as a Certificate of Occupancy is issued for a permanent structure at the location, or where it reasonably appears that construction of a permanent structure is not occurring in a normal and customary construction process, whichever occurs first, and on the additional condition that the temporary structure not be located on the property unless and until site plan and architectural control review approval of the same by the Board of Aldermen.
6. Approve Corrected First Amendment to the Declaration of Protective Covenants, Conditions, Restrictions for Kennedy Farms, Phase 1 (1. Section D Driveways and Sidewalks).

Alderman Coker made the motion to approve agenda items 7.1 – 7.6 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.

8. CHARLES SMITH, PUBLIC WORKS DEPARTMENT

1. Authorize advertisement for bids with regard to the CDBG Appleridge, Morrow, Orr Sewer Improvement Project.
2. Approve professional services agreement with Benchmark Engineering & Surveying, LLC for engineering services related to the CDBG Appleridge, Morrow, Orr Sewer Improvement Project and authorize the Mayor to execute the same.
3. Approve the utility adjustments/denials pursuant to the memo.
4. Declare as emergencies and approve repairs (a)-(g), and general labor (h), by Hemphill Construction at commodity pricing and authorize payment of the same:
  - a. Water repair at 93 Longmeadow Road in the amount of \$6,178.22.

- b. Water repair at 225 Lakebend Circle in the amount of \$6,140.00.
- c. Water repair at Rouse Elementary (151 Boyce Thompson) in the amount of \$5,020.00.
- d. Water repair at Ollies (1560 W. Government Street) in the amount of \$7,744.98.
- e. Water repair on Highway 80 at Stonegate in the amount of \$4,906.00.
- f. Sewer repair on Highway 18 in the amount of \$42,672.38.
- g. Sewer repair at Kasha Salon (1 Stonegate Drive) in the amount of \$10,590.98.
- h. April 2021 General Contract Labor in the amount of \$9,007.50.

Alderman Dobbs made the motion to approve agenda items 8.1 – 8.4(a)-(h) in accordance with the memos from the Public Works Department, which are appended hereto, seconded by Alderman Williams and upon unanimous vote the motion carried.

## 9. PARKS & RECREATION DEPARTMENT

1. Rescind board action taken on June 7, 2021, under section 9.5 of the Minutes with regard to the hiring of the following seasonal employees:
  - a. Baileigh Townsend
  - b. Olivia Stegall
  - c. Aubrey Tucker
  - d. Caiden Hall
  - e. Dylan Wesson
2. Approve professional services agreement with Ashley Farms for the grinding of trees and stumps in the amount of \$650 per hour for the expansion of Shiloh Park in accordance with the memo.
3. Authorize Grasslands, Inc. to provide professional services to perform temporary repairs to two (2) fields at Quarry Park in the amount of \$2,650.00 per field in the total amount of \$5,300.00 and authorize payment of the same.

Alderman Williams made the motion to approve agenda items 9.1(a)-(e) – 9.3, in accordance with the memos from the Parks & Recreation Department, which are appended hereto, seconded by Alderman Coker and upon unanimous vote the motion carried.

## 10. WILLIAM THOMPSON, POLICE CHIEF

1. Accept the resignation of Patrolman Austin Davis effective July 18, 2021, and the resignation of George Brantley effective July 6, 2021.
2. Authorize submission of an application for the Mississippi Office of Homeland Security (MOHS) FY21 Grant and authorize the Mayor, Police Chief and City Clerk to execute the same.

Alderman Coker made the motion to approve agenda items 10.1 & 10.2 in accordance with the memos from the Police Department, which are appended hereto, seconded by Alderman Womack and upon unanimous vote the motion carried.

11. BRIAN ROBERTS, FIRE CHIEF

1. Monthly Reports:

- a. Siren Report; functions properly: No                      Issues: Hwy. 468 and N. College St.  
need repair; service call has been made.
- b. EMS Report; # of PI calls: 177                      Average Response Time: 8:59

2. Authorize purchase of seventeen (17) thermal cameras with retractable lanyards from Bonaventure, as the lowest and best quote received, in the amount of \$11,169.00 plus shipping.
3. Authorize Carolyn Palmer to travel to Biloxi, MS to attend the Emergency Services Administrative Professional Association Conference on September 8-10, 2021.
4. Change the employment status and position of Part-time Paramedic/Firefighter Jerry King to Full-time Division Chief/Training Officer effective July 19, 2021 and set rate of pay pursuant to the memo.
5. Hire Charles Goolsby as a Part-time Firefighter effective July 7, 2021 and set rate of pay pursuant to the memo.

Alderman Dobbs made the motion to approve agenda items 11.2 – 11.5 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 Vinson, and upon unanimous vote the motion carried.

Thereafter Alderman Williams made the motion to go into Executive Session to discuss personnel matters involving the police department, seconded by Alderman Vinson and upon unanimous vote the motion carried.

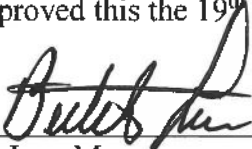
Alderman Womack then made the motion to resume the Regular Board Meeting out of Executive Session, seconded by Alderman Craine and upon unanimous vote the motion carried.

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

13. ADJOURN

Alderman Coker made the motion to adjourn the Regular Board Meeting, seconded by Alderman Dobbs and upon unanimous vote the motion carried. (Next Board Meeting July 19, 2021).

Minutes approved this the 19<sup>th</sup> day of July 2021.



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Hon. Butch Lee, Mayor

Attest:



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Hon. Angela Bean, City Clerk

