

MINUTES OF THE REGULAR BOARD MEETING OF THE
BRANDON BOARD OF ALDERMEN OF MARCH 18, 2024
MAYOR BUTCH LEE, MAYOR PRESIDING

1. CALL TO ORDER - Mayor Lee and Aldermen Farris, Middleton, Coker, Womack, Williams, Vinson and Craine were present.
2. INVOCATION AND PLEDGE OF ALLEGIANCE – Graylon Blackshear gave the invocation and Christian Harrell led the Pledge of Allegiance.
3. PUBLIC COMMENTS AND RECOGNITIONS
 - Rodney Holder- Expressed concerns about flooding in Windsong Subdivision generally and specifically regarding his property at 1031 Red Oak Drive. Other present from Windsong Subdivision who also expressed concerns about flooding in the neighborhood: Timothy McIntyre, 3073 Willow Drive, Richard Walley, 2045 Red Oak Drive, Barry Swartz, 3019 Willow Drive, Josh McCord, 329 Sycamore Drive, and Carolyn Gordon, 2039 Red Oak Dr.
 - Emma Anderson, 305 Old Town Circle, Old Town Subdivision. Expressed concerns about storm drainage in her yard and regarding her water meter box holding water.
 - Annie McAfee, 203 Appleridge Road. Expressed concerns regarding flooding in her area and speeding in her neighborhood.
 - Christy Hawks, Circle of Friends Learning Center. Expressed concerns regarding the ditch affecting her property and related storm water and flooding issues.
 - Proclamation- World Down's Syndrome Day. Mayor Lee presented a proclamation declaring March 21, 2024 as World Down's Syndrome Day in the City of Brandon, Mississippi.
 - Pickleball - Diane Smith, a resident of Brandon, introduced herself as the USA MS Southern Sector Pickleball Ambassador and Instructor. She described certain objectives which would enhance Pickleball participation in the City. Mark Bush and Dennis Rowland, also residents of Brandon, also expressed their support for Pickleball in Brandon.

4. OLD BUSINESS

1. Approve the Regular Board Meeting Minutes of March 4, 2024.

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

5. BUTCH LEE, MAYOR

1. Appoint Aldermen Craine, Womack, and Farris to a selection committee to evaluate proposals submitted for engineering services for the 2024 CDBG Diamond and Emerald Street Sewer Rehabilitation project.
2. Approve a professional services agreement in the amount of \$35,000.00 with Kiser Traffic and Engineering to develop a Roadway Master Plan for the City of Brandon and authorize the Mayor to execute the same and revise the budget accordingly.

3. Determination to not non-renew and/or terminate the Professional Services Agreement with Sports Facilities Management, LLC, previously approved on August 16, 2021, as amended.
4. Authorize the Mayor and/or his designee to submit a loan application to MDEQ for an SRF loan for a cure in place project in Crossgates.
5. Authorize the Mayor and/or his designee to submit a loan application to MDSH for an SRF loan for a new water well.
6. Approve a Memorandum of Understanding between the Mississippi Outdoor Stewardship Board of Trustees and the City to establish conditions under which the City to disburse funds to assist in paying costs associated with the Marquette Road Multi-Use Path Project and authorize the Mayor to execute the same.

Alderman Womack made the motion to approve agenda items 5.1-5.6, 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. Accept quote from Metro Building Services as the lowest and best quote in the amount of \$21,184.00 for repairs needed to the HVAC system at the library and authorize the work and payment of the same.
2. Approve:
 - a. Docket of Claims for March 18, 2024
 - b. Fox Everett claims released on March 7, 2024

Alderman Coker made the motion to approve agenda items 6.1-6.2 (a)&(b), in accordance with the memos of the City Clerk's office which are appended hereto, seconded by Alderman Womack and upon unanimous vote the motion carried.

7. EVENTS DEPARTMENT

1. Approve professional services agreements for the purposes of promoting tourism in accordance with HB1521 (2023 MS Legislative Session) and other lawful and related purposes; authorize the Mayor to execute the same; and approve payment of all show related expenditures, to-wit:
 - Peachtree Entertainment for a performance on Saturday, April 6, 2024, for a performance by Riley Green and additional performers.
 - Eminent Tours Corporation for a performance on Wednesday, May 1, 2024, for a performance by 38 Special providing support for REO Speedwagon.

Alderman Craine made the motion to approve agenda items 7.1, in accordance with the memo of the Events Department which is appended hereto, seconded by Alderman Farris and upon unanimous vote the motion carried.

8. PUBLIC WORKS DEPARTMENT

1. Approve a Professional Services Agreement for ROW Bush Hogging from Deep South Land Improvements, LLC and authorize the Mayor to execute the same.
2. Correct prior Board action of item #7.7 on February 20, 2024, regarding the Cleo's Asphalt Paving, Inc. Professional Services Agreement and authorize the Mayor to execute the corrected agreement.
3. Approve Pay Request 1 in the amount of \$17,010.00 & Pay Request 2 in the amount of \$958,630.72 from Hemphill Construction Company for the Highway 80 Signals Improvements Project Stonegate Drive and Woodgate Drive and authorize payment of the same.
4. Approve the quote from Puckett Machinery Company in the amount of \$10,805.91 for repairs to the CAT 430E Backhoe drive shaft, oil pan, fuel filter and base, in accordance with MCA Section 31-7-13 (m) (1972 as amended) and authorize work and payment, first finding that such repairs are to be made by a repair facility in the private sector; and that the nature of the required repairs was not known known before disassembly and further that invoices identifying the equipment, specific repairs made, parts identified by number and name, supplies used in such repairs, and the number of hours of labor and costs therefor which are required for the payment for such repairs shall be included in the Minutes.
5. Authorize the Public Works Department to perform clearing of specified drainage ditches as set forth in the memo from the Public Works Operations Coordinator, as authorized by MCA Section 21-19-13(2) (1972, as amended) and to incur costs and pay necessary expenses in providing labor, materials and supplies in relation thereto, in order to prevent erosion where such erosion has been caused or will be caused by such drainage ditches.
6. Approve a professional services agreement with Greg Roberts for maintenance and repairs to City fire hydrants and authorize the Mayor to execute the same.

Alderman Womack made the motion to approve agenda items 8.1-8.6, 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. Action re: rezoning request from Jett Investments LLC and S & S Builders of MS Inc., regarding property located on Old Hwy 471 and Roy Harris Drive (Parcel # I9E-2).

Alderman Williams made the decline to take action with respect to the pending application as the same is incomplete and to require that in the event the applicant resubmits an application that the applicant include requisite information relating to hydrology and pertinent traffic issues with respect to the property and the development thereof as proposed in the application, seconded by Alderman Williams and upon unanimous vote the motion carried.

10. JOSEPH FRENCH, POLICE CHIEF

1. Hire Marta Powell as a Communications Officer effective April 1, 2024, and set rate of pay in accordance with the memo.
2. Transfer Tanna Green from a Communication Officer to a Patrolman Trainee effective April 1, 2024, and set rate of pay in accordance with the memo.

3. Approve policy 4.25 as amended regarding the Use of Department Vehicles/Take Home Vehicles.
4. Accept one (1) Smith & Wesson Body Guard .380 caliber pistol bearing serial #KDX3722 and one (1) Taurus G2C .40 caliber pistol bearing serial #SMT18013 and add the same to the Brandon Police Department forfeited property inventory.
5. Authorize purchase of five (5) 2024 Dodge Durango's from Landers Dodge in the amount of \$193,915.00 from the Drug Seizure Fund. (These vehicles will be purchased under state contract 8200071230.)
6. Accept Piper Dubard into the City of Brandon Police Department Internship Program beginning June 3, 2024.
7. Authorize permission to apply for the FY 2024 Homeland Security Grant to purchase equipment and authorize the Mayor and/or his designee, to execute the same.

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.

11. BRIAN ROBERTS, FIRE CHIEF

1. Approve and adopt the revised promotional system policy for Brandon Fire Department's Standard Operating Procedures.
2. Authorize permission to apply for the FY 2024 Homeland Security Grant to purchase equipment and authorize the Mayor and/or his designee to execute all related documents.

Alderman Farris made the motion to approve agenda items 11.1-11.2 in accordance with the memos from the Fire Department, which are appended hereto, seconded by Alderman Craine and upon unanimous vote the motion carried.

12. EXECUTIVE SESSION

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

Alderman Coker then made the motion to enter into Executive Session to discuss personnel matters involving the Clerk's Department, Public Works Department and the Police Department, pending litigation involving a former employee in the police department, and the transaction of business and discussion regarding the location, relocation or expansion of a business, seconded by Alderman Craine and upon unanimous vote the motion carried.

Alderman Womack made the motion to authorize Todd Butler with Phelps Dunbar to represent the City with respect to the EEOC claim filed by Taeffy McGruder, upon the same terms and conditions as previously approved representation, seconded by Alderman Craine and upon unanimous vote the motion carried.

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

13. ADDITIONAL ITEMS

1. Approve Professional Services Agreement with Sims, Spengler, and Trussell, LLC to engage in the employment search to fill the position of City Clerk, subject to review by the City Attorney, and authorize the Mayor to execute the same.
2. Transfer employee Wesley Rials from the Community Development Department to the Public Works Department.
3. Acknowledge offer to the City from Rankin First for a \$200,000 grant for construction of a racket sports complex as part of The Heights at Brandon complex.

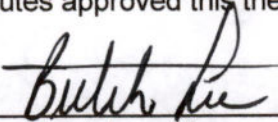
Alderman Farris made the motion to approve agenda items 13.1-13.3 in accordance with the memos from the Clerk's Office, which are appended hereto, seconded by Alderman Womack Craine and upon unanimous vote the motion carried.

14. ADJOURN

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

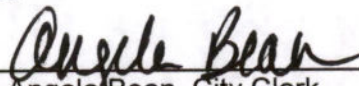
(Next Regular Board Meeting: April 1, 2024)

Minutes approved this the 1st day of April 2024.



Hon. Butch Lee, Mayor

Attest:



Hon. Angela Bean, City Clerk

