

MINUTES OF THE REGULAR BOARD MEETING OF JULY 15, 2024 OF THE  
MAYOR AND BOARD OF ALDERMEN OF THE CITY OF BRANDON, MISSISSIPPI,  
MAYOR BUTCH LEE, PRESIDING

1. CALL TO ORDER – Mayor Lee and Aldermen Middleton, Womack, Coker, Williams, Vinson and Craine were present. Alderman Farris was absent.
2. INVOCATION AND PLEDGE OF ALLEGIANCE – Mark Baker gave the invocation and Mayor Lee led the Pledge of Allegiance.
3. PUBLIC COMMENTS AND RECOGNITIONS – None.
4. OLD BUSINESS
  1. Approve Minutes of the Regular Board Meeting Minutes of June 17, 2024 and the Work Sessions on July 9, 10, and 11, 2024.

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. Approve payment of \$3,900.00 to SR & Sons Hauling (Scott Russell) for professional services for final debris hauling services at Rosewood Apartments.

Alderman Coker made the motion to approve agenda item 5.1, 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. MARY ANN HESS, CITY CLERK

1. Set for a public hearing for the FY 2025 Budget on August 12, 2024 at 6:00 p.m.
2. Approve professional services agreement, subject to final revisions approved by the City Attorney and Mayor, for the purposes of promoting tourism, parks and recreation 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:
  - Sell-Off Agreement with AEG Presents Productions, LLC re: Lauren Daigle.
3. Approve purchase of a Bizhub C360i Digital Color Copier/Printer for the amphitheater at state contract pricing from Advantage Business Systems in the amount of \$169.00/month for a 36-month rental.
4. Approve payment to Morrow Realty, LLC for the Real Estate Appraisal Report of 5.24 +/- Acres, Brandon, Rankin County, MS in the amount of \$750.00. Owner of Record: Mississippi Power & Light Company.
5. Approve Candance Hunley and Rebecca Pevey to enroll in the Certified Municipal Clerk's training program and attend all required training and conferences, beginning with the Fall Certification Training Program for Municipal Clerks and authorize payment of registration fee(s) and all related travel expenses.

6. Approve travel for Niki Jobe, HR Manager, to attend the Phelps' Annual Mississippi Labor and Employment Conference at the Grand Centennial Hotel in Gulfport, MS on July 25-26, 2024. This complimentary seminar is offered to clients of the firm. The hotel, mileage, and per diem will be taken from the General Government travel budget.
7. Approve the out-of-state travel of City Clerk Mary Ann Hess, the Immediate Past IIMC President, to attend the IIMC Budget Committee Meeting/Executive Committee Meeting in Rancho Cucamonga, CA on September 5-8, 2024. All travel expenses will be paid by the International Institute of Municipal Clerks.
8. Approve:
  - a. Docket of Claims for July 15, 2024.
  - b. Fox Everett claims released on July 3 and July 11, 2024.
  - c. Electronic fund transfers on June 14, 2024 and June 28, 2024.

Alderman Vinson made the motion to approve agenda items 6.1-6.8(a)-(c), 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. CARLY DEARMAN, PUBLIC WORKS DEPARTMENT

1. Rescind Board action item #7.11 of the June 3, 2024, to hire James Meadows as a Water Laborer II in the Public Works Department pursuant to the memo.
2. Declare as an emergency in accordance with MCA Section 31-7-13(k) and authorize the repairs to the Marquette Road Lift Station, approve invoice #6925 in the amount of \$8,612.50 from Harvey Services, Inc., and authorize payment of the same.
3. Authorize sewer point repairs as listed for the Hunters Woods Sewer Repair Project - Group 3 at the FY24 commodity bid pricing.
4. Approve invoices from Hemphill Construction Company totaling \$41,711.73 for the Hunters Woods Sewer Repair Project Group 1 of 6 as listed on the memo, authorize payment of the same, and revise the budget accordingly.
5. Approve the following items from Eubank Construction Company for the Highway 18 Highway 468 Sewer Force Replacement Project:
  - Pay Request #2 in the amount of \$365,464.69 and authorize payment of the same.
  - Change Order #1 in the amount of \$7,831.43, first finding that the change to the original contract is necessary and would better serve the purposes of the City first finding that such change in being made in a commercially reasonable manner and not being made to circumvent the public purchasing statutes, and authorize the Mayor to execute the same.
6. Declare as an emergency in accordance with MCA Section 31-7-13(k) and authorize the following repairs and authorize payment of the Hemphill Construction Company invoices for each repair, to-wit: (i) 61 Terrapin Cove - \$8,062.22 - invoice #H24023-06-52838 - ER sewer repairs; (ii) Old Lakeland Drive at North Street - \$7,810.18 - invoice



#H24023-06-52853 - ER sewer repairs; (iii) 119 Easthaven Drive - \$8,336.00 - invoice #H24023-06-53251 - ER water repairs; (iv) 903 Filmore Drive - \$6,078.00 - invoice #H24023-06-53330 - ER sewer repairs; (v) 526 East Jasper Street - \$8,078.55 - invoice #H24023-06-54216 - ER sewer repairs; and (vi) 1009 Heritage Drive - \$4,333.00 - invoice #H24023-06-53357 - ER sewer repairs.

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

7. Approve the sewer utility adjustment recommendation in the amount of \$66,359.58 for Merit Health Rankin cooling tower located at 350 Crossgates Blvd pursuant to the memo, first finding that the adjustment as presented is the result of unforeseen circumstances and that the customer did not receive the benefit of the service thereby warranting the adjustment.
8. Approve Pay Request #6 in the amount of \$16,341.20 from Hemphill Construction Company for the Highway 80 Signals Improvements Project Stonegate Drive and Woodgate Drive and authorize payment of the same.
9. Approve Pay Request #1 (FINAL) in the amount of \$45,671.08 from Outdoor Innovations Design and Build LLC for the Stoneybrook Shiloh Park Bridge Project and authorize payment of the same.
10. Declare as an emergency in accordance with MCA Section 31-7-13(k) as presented in the memo and authorize repairs to Richland Creek Lift Station and approve invoice #6921 in the amount of \$6,300.00 from Harvey Services, Inc. and authorize payment of the same.
11. Accept the quote in the amount of \$43,400.00 from Duraco Construction for the Pecan Circle Drainage Improvements Project as the lowest and best quote received and authorize payment.
12. Approve invoice #H24023-06 in the amount of \$109,628.19 from Hemphill Construction Company for General Construction Services in the month of May 2024 at the FY24 commodity pricing and authorize payment.

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

#### 8. SAM HAWKINS, COMMUNITY DEVELOPMENT

1. Public Hearing and Action re: Rezoning application of Derek Hammons re: Tax Parcel IJ8-20 (101 Pearl Street) – Case No. 24-007.

The Public Hearing was opened with regard to the re-zoning request of Derek Hammons as presented in the subject application. The Community Development Director then advised that all of the prerequisites to the Public Hearing have been met, proof of which is appended hereto, and that the Planning Commission voted to recommend approval of the application. The Director presented Staff Report #24-007 regarding the application which is included in the Minutes. The Director described the nature of the application and those in favor of or in opposition to the application were given an opportunity to come forward and speak, whereupon no one other than the Director addressed the board. The Public Hearing was then closed. Thereafter, Alderman

Womack, first finding that notice of said public re-zoning hearing was given as required by law and having considered the application and based upon the evidence and testimony received in connection with the proposed re-zoning of the subject property and upon the recommendation of the Planning Commission and the Community Development Department, and input from citizens and others, the City of Brandon, and that that the zoning classification for the subject property should be amended as set forth in the application, and that based on the Staff Report #24-007 presented by the Community Development Department and related evidence submitted which is included in the record of these proceedings, that the applicant has shown by the requisite burden of proof that proposed re-zoning change of the subject property is necessary because of changing conditions in the City and will more suitably promote the public health, safety and welfare than the exiting district which the amendment would replace and a public need for the re-zoning exists, and such change is consistent with the City's Comprehensive Plan, made the motion to approve agenda item 8.1, and to adopt an ordinance approving the same, which is appended hereto, seconded by Alderman Craine and upon unanimous vote the motion carried.

2. Public Hearing and Action re: Conditional Use Application of Joseph Bethany re: Tax parcel #H8D-51 (112 Cherry Hill Lane) – Case No. 24-009

The Public Hearing was opened with respect to the application for conditional use permit by Joseph Bethany to replace a mobile home on the property which is located in an RR (Rural Residential) zoning district. The Community Development Director advised that all of the prerequisites to the Public Hearing have been met, proof of which is appended hereto, and that the Planning Commission recommended that the application be approved. The Director presented Staff Report #24-009 regarding the application which is included in the Minutes. The Director described the nature of the application and those in favor of or in opposition to the application were given an opportunity to come forward and speak, whereupon no one other than the Director addressed the board. The Public Hearing was then closed. Thereafter, Alderman Womack, first finding that the applicant had established by the requisite burden of proof evidence satisfactory to meet the requirements for granting a conditional use in accordance with Section 9.7.2(a)-(h), of the Zoning Ordinance of the Code of Ordinances of the City, as presented in the Staff Report and further incorporating the matters presented at the Public Hearing, and for such other reasons that such applications are approved, made the motion to approve agenda item 8.2 and to approve the conditional use application, seconded by Alderman Craine and upon unanimous vote the motion carried.

3. Public Hearing and Action re: Conditional Use Application of Tammye McKenzie re: Tax Parcel #I9-25-160 (3004 Daves Circle) – Case No. 24-013

The Public Hearing was opened with respect to the application for conditional use permit by Tammye McKenzie to operate a bed and breakfast on the property which is located in an RR (Rural Residential) zoning district. The Community Development Director advised that all of the prerequisites to the Public Hearing have been met, proof of which is appended hereto, and that the Planning Commission recommended that the application be approved. The Director presented Staff Report #24-013 regarding the application which is included in the Minutes. The Director described the nature of the application and those in favor of or in opposition to the application were given an opportunity to come forward and speak, whereupon Vanessa Proctor, 4051 Warner Driver, spoke in opposition to the application and Tammye and Steve McKenzie and



Monica Corley spoke in favor of the application. The Public Hearing was then closed. Thereafter, Alderman Coker, first finding that the applicant had established by the requisite burden of proof evidence satisfactory to meet the requirements for granting a conditional use in accordance with Section 9.7.2(a)-(h), of the Zoning Ordinance of the Code of Ordinances of the City, as presented in the Staff Report and further incorporating the matters presented at the Public Hearing, and for such other reasons that such applications are approved, made the motion to approve agenda item 8.3., and to approve the conditional use application, seconded by Alderman Williams and upon unanimous vote the motion carried.

4. Consideration of Comprehensive Sign Plan re: Spark Hotel at 215 Dande Drive

Alderman Coker made the motion to approve agenda item 8.4, 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.

9. JOSEPH FRENCH, POLICE CHIEF

1. Approve the salary increase of officers Dylan Dragoo and Tanna Green effective July 22, 2024 upon completion of MLEOTA training pursuant to the memo.
2. Authorize permission to accept 52 FLEXR's short sleeve armorskin base shirts purchased by the Rankin County District Attorney's office.
3. Authorize permission to hire Eric Fulton and Dan Rawlinson as paid part-time patrol officers, effective July 12, 2024, and set rate of pay in accordance with the memo and administer oaths.
4. Authorize the purchase of a 2024 EZ-Go golf cart on state contract in the amount of \$12,686.00 from Ben Nelson Golf & Outdoor.
5. Accept the resignation of part-time officer Aaron Conley effective July 13, 2024.

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

10. BRIAN ROBERTS, FIRE CHIEF

1. Approve the Addendum to Agreement to amend and extend the Professional Services Agreement with Pafford Medical Services to provide continuous ALS emergency ambulance service to the City twenty-four (24) hours per day per calendar year and authorize the Mayor to execute the same.

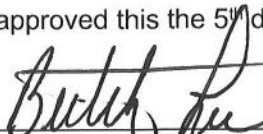
Alderman Womack made the motion to approve agenda item 10.1 in accordance with the memos from the Fire Department, which are appended hereto, seconded by Alderman Craine and upon unanimous vote the motion carried.

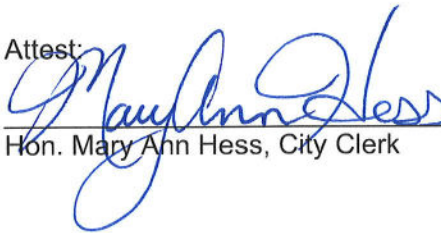
11. ADJOURN

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

(Next Regular Board Meeting: August 5, 2024)

Minutes approved this the 5<sup>th</sup> day of August 2024.

  
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Hon. Butch Lee, Mayor

Attest:  
  
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Hon. Mary Ann Hess, City Clerk

