

MINUTES OF THE REGULAR BOARD MEETING OF THE
MAYOR AND BOARD OF ALDERMEN OF THE CITY OF BRANDON, MISSISSIPPI
OF AUGUST 19, 2024
MAYOR BUTCH LEE, MAYOR PRESIDING

1. CALL TO ORDER-Mayor Lee and Aldermen Farris, Middleton, Coker, Womack, Williams, and Craine were present. Alderman Vinson was absent
2. INVOCATION AND PLEDGE OF ALLEGIANCE – Alderman Womack gave the invocation and Keith Forbes led the Pledge of Allegiance.
3. PUBLIC COMMENTS AND RECOGNITIONS: Mr. Walter Redd thanked the city for everything happening on Luckney Road and the associated area.
4. OLD BUSINESS
 1. Approve the Work Session and Regular Board Meeting Minutes of August 5, 2024.
 2. Approve the Budget Public Hearing Minutes, Work Session Minutes, and Special Called Board Meeting Minutes of August 12, 2024.

Alderman Womack made the motion to approve agenda items 4.1 & 4.2, seconded by Alderman Williams and upon unanimous vote the motion carried.

5. BUTCH LEE, MAYOR

1. Approve an engineering professional services agreement with Neel Schaffer regarding the Richland Creek Stonebridge EWP Ditch Project in the amount of \$61,200.00 and to revise the budget accordingly and authorize the Mayor to execute the same.
2. Approve a contract with North American Midway Entertaining - Astro Amusement, LLC to furnish amusement rides and concessions during the 2025 Brandon Days to be held on May 1-4, 2025, dates inclusive and authorize the Mayor to execute the same.
3. Approve the lowest and best quote to Puckett Rents for two (2) Wacker LLT6 Light Towers to use at the Amphitheater in the amount of \$24,228.00 and authorize payment for the same.
4. Accept the professional services proposal for ROW Tree Removal (Project #3) by Specialty Tree Service, as selected by the Tree Evaluation Committee (consisting of Sharon Womack, Jarrad Craine, and David Farris) for the removal of trees in various areas in the City defined as Project #3 in the amount of \$108,000.00.
5. Approve an advertisement for Brandon High School in the amount of \$230.00, for purposes of advertising and bringing into favorable notice the opportunities and possibilities of the City, first finding that this mode of advertising is in the best interest of the citizenry.
6. Authorize the Mayor to travel to Vicksburg, MS to attend the 2024 Small Town Conference October 9-10 and authorize payment of all related travel expenses.

7. Proceed with "Task Order #2", with Waggoner Engineering (previously approved and authorized by the Board at the July 1, 2024 Regular Meeting) concerning the storm water assessment in the amount of \$658,000.00.

Alderman Coker made the motion to approve agenda items 5.1-5.7, in accordance with the memos from the Mayor's office which are appended hereto, seconded by Alderman Farris and upon unanimous vote the motion carried.

6. MARY ANN HESS, CITY CLERK

1. Adopt the FY 2025-2025 Taxing and Spending Plan and authorize publication of the same.
2. Approve professional services agreement for the purposes of promoting tourism, parks 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:
 - Jon Pardi - Sell-off Agreement Brandon Amphitheater 10/10/2024.
3. Accept a donation from 2 Shoes Realty, LLC of a small piece of property located adjacent to the City Hall parking lot and approve recording the attached warranty deed with the Chancery Clerk's Office.
4. Authorize the preparation of plans and specifications for the Tennis Court Rehabilitation project by Waggoner Engineering and authorize payment in the amount of \$9,900.00.
5. Authorize advertisement to bids regarding the Tennis Court Rehabilitation Project.
6. Approve the Mississippi Municipal League annual membership fees for fiscal year 2025 at the rate of \$10,455.20 and authorize payment of the same.
7. Approve:
 - a. Docket of Claims for August 19, 2024.
 - b. Fox Everett claims released on 8/8/2024.

Alderman Womack made the motion to approve agenda items 6.1-6.7(a)&(b), in accordance with the memos of the City Clerk's office which are appended hereto, seconded by Alderman Craine and upon unanimous vote the motion carried.

7. CARLY DEARMAN, PUBLIC WORKS DEPARTMENT

1. Approve Pay Request 1 FINAL in the amount of \$7,150.00 from Sullivan Construction Services for the Serenity Court Drainage Improvements Project and authorize payment of the same.
2. Approve Pay Request 1 FINAL in the amount of \$13,000.00 from Sullivan Construction Services for the Louis Wilson Drive Box Culvert Retaining Wall Repairs Project and authorize payment of the same.
3. Approve Pay Request 2 FINAL (including the Final Summary Change Order) in the amount of \$2,718.25 (reduction) from Hemphill Construction Company Inc. for the

2023 Grandeur Drainage Improvements Project and authorize payment of the same.

4. Approve Pay Request 1 in the amount of \$34,490.00 from Duraco Construction, Inc. for the Pecan Circle Drainage Improvements Project and authorize payment of the same.
5. Approve Pay Request 5 in the amount of \$496,125.69 from Adcamp, Inc. for the 2024 Street Overlay Project and authorize payment of the same.
6. Approve invoice #53802 in the amount of \$120,432.00 from Sunbelt Crushing, LLC for concrete crushing professional services and authorize payment of the same.

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

7. Approve the quote in the amount of \$12,258.20 from Southern States Utility Trailer Sales, Inc. as the best and lowest quote received for the replacement of the bedliner in the 2016 Freightliner Dump Truck - Vin #5746.
8. Declare an emergency the repairs to the Provonce Park Lift Station located on Provonce Park pursuant to the memo.
9. Authorize Tim Martin, Public Works Inspector, to travel to Gulfport, MS, on October 22-24, 2024, for the Introduction to ArcGIS Online course offered through the MS State Extension offices.
10. Approve the quote & purchase of TWO Myers VS50-5HP/1PH-230 volt submersible lift station pumps in the amount of \$10,398.33 per pump from Harvey Services, Inc. as the best and lowest quote received. These pumps will be spares that will be kept at the City of Brandon Shop for future lift station repairs as these pumps are compatible at multiple lift station sites.
11. Proceed with the storm drain point repairs in Town Station Subdivision as listed on the attachment and authorize Hemphill Construction Company to perform said repairs at the FY24 General Construction Services commodity pricing.
12. Declare as an emergency in accordance with MCA Section 31-7-13(k) the sewer line repairs near 437 & 439 Greenfield Ridge Circle.

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

8. SAM HAWKINS, COMMUNITY DEVELOPMENT

1. Approve a Comprehensive Sign Plan submitted by Texaco / Munn Enterprises for the ground sign located at 2145 Hwy 18 (parcel # H8-10-70)

Alderman Coker made the motion to approve agenda item 8.1, in accordance with the memo from the Community Development Department, which is appended hereto, seconded by Alderman Craine and upon unanimous vote the motion carried.

9. JOSEPH FRENCH, POLICE CHIEF

1. Authorize permission to accept the FY24 Homeland Security Grant # 24LE128 in the amount of \$30,000.00 and authorize Mayor Butch Lee, Chief Joseph French, City Clerk Mary Ann Hess, Finance Director Tracie Riggan, Detective William Saul and Lydia Easley and such others with the City as necessary, to execute all necessary documents.

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

10. BRIAN ROBERTS, FIRE CHIEF

1. Authorize permission to purchase two (2) sets of turn-out gear from Delta Fire and Safety on state contract in the amount of \$6,830.00 and authorize payment of the same.
2. Approve license agreement with Timeclock Plus for fire department scheduler software and authorize Chief Brian Roberts to execute the same, Subject to review and approval by the City Attorney, City Clerk and City Finance Director.
3. Authorize permission to accept the Homeland Security Grant #24HS128 in the amount of \$20,204.00 and authorize Mayor Lee, Chief Roberts, City Clerk Mary Ann Hess, Finance Director Tracie Riggan and Carolyn Palmer to execute all documents.
4. Authorize purchase of tires for Engine 2,3 and 5 from Southern Tire Mart in the amount of \$5,239.48, as the lowest and best quote received and authorize payment.

Alderman Craine made the motion to approve agenda items 10.1-10.4 in accordance with the memos from the Fire Department, which are appended hereto, seconded by Alderman Williams and upon unanimous vote the motion carried.

11. 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 Womack then made the motion to enter into Executive Session to discuss acquisition of real property, personnel matters and potential litigation, seconded by Alderman Farris and upon unanimous vote the motion carried.

Alderman Womack made the motion to authorize the Mayor to offer Chuck Bailey as Public Relations Specialist at \$54,000.00 per year beginning September 3, 2024, seconded by Alderman Coker and upon unanimous vote the motion carried.

Alderman Womack made the motion to authorize the Mayor to offer Jennifer Stegall as Assistant Box Office at \$52,000.00 beginning September 3, 2024, seconded by Alderman Craine and upon unanimous vote the motion carried.

Alderman Williams made the motion to terminate employee #2089, in accordance with the recommendation of the Public Works Director, effective immediately, 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 resume the Regular Board Meeting out of Executive Session, seconded by Alderman Coker and upon unanimous vote the motion carried.

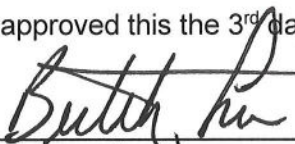
(That there were three votes involving personnel matters taken in Executive Session was announced upon resuming the Regular Board Meeting out of Executive Session).

12. ADJOURN

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

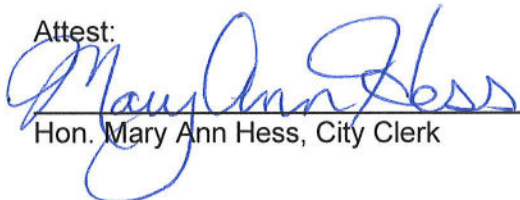
(Next Regular Board Meeting: September 3, 2024)

Minutes approved this the 3rd day of September 2024.



Hon. Butch Lee, Mayor



Attest:


Hon. Mary Ann Hess, City Clerk