

MINUTES  
BRANDON BOARD OF ALDERMEN  
REGULAR BOARD MEETING  
BUTCH LEE, MAYOR PRESIDING  
AUGUST 2, 2021

1. CALL TO ORDER – Mayor Lee, Aldermen Dobbs, Middleton, Womack, Vinson and Craine were present. Alderman Williams attended via telephone. Aldermen Coker was absent.
2. INVOCATION AND PLEDGE OF ALLEGIANCE - Mayor Lee
3. PUBLIC COMMENTS AND RECOGNITIONS – None.
4. OLD BUSINESS
  1. Approve the Regular Board Meeting Minutes of July 19, 2021 and Special Board Meeting Minutes of July 22, 2021.

Alderman Dobbs 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. Approve the 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.
  2. Adopt a Resolution authorizing and approving the Mississippi Development Authority grant application in the amount of \$381,788.00 for water and wastewater line extension and authorize the Mayor and City Clerk to execute all related documents.
  3. Spread on the Minutes the bid awarded by West Rankin Utility Authority for the sewer line project from the Appleridge lift station to the Hwy. 18 Interceptor.
  4. Approve Resolution naming an authorized representative and authorizing the Drinking Water Systems Improvements Revolving Loan Application and authorize the Mayor and City Clerk to execute the same.

Alderman Womack made the motion to approve agenda items 5.1 – 5.4, in accordance with the related memos from the office of the Mayor, which are appended hereto, seconded by Alderman Vinson and upon unanimous vote the motion carried.

6. ANGELA BEAN, CITY CLERK
  1. Surplus and destroy twenty (20) chairs and two (2) tables that are broken and no longer of use or value to the city.

2. Authorize renewal of the annual Adobe sole source software subscription in the amount of \$5,478.66 from Insight, as the lowest and best bid received, and authorize payment of the same.
3. Authorize publication for bids the Brandon Library HVAC Controls Upgrade.
4. Approve:
  - a. Docket of Claims for August 3, 2021.
  - b. Electronic Fund Transfers for July 2021.
  - c. Fox Everett claims released on July 15, 2021.

Alderman Vison made the motion to approve agenda items 6.1 -6.4(a)-(c), in accordance with the related memos from the City Clerk, which are appended hereto, seconded by Alderman Williams and upon unanimous vote the motion carried.

7. MATT DODD, COMMUNITY DEVELOPMENT DEPARTMENT

1. Set public hearings during the Regular Board Meeting of August 16, 2021 for the following:
  - a. Consideration of a Conditional Use Application request for Shirley Bogan Dean for 99 Diamond Street (parcel #I8P-18).
  - b. Consideration of amendments to the Official Zoning Ordinance.

Alderman Womack made the motion to approve agenda item 7.1(a)&(b), in accordance with the related memo from the Community Development Department, which is appended hereto, seconded by Alderman Dobbs and upon unanimous vote the motion carried.

8. CHARLES SMITH, PUBLIC WORKS DEPARTMENT

1. Accept the resignations of Street Laborer I Oclevis Lester and Water Laborer I Jalen Hughes effective July 29, 2021.
2. Approve Hydra Service, Inc invoices in the total amount of \$13,333.20 for the rental of bypass pumps for Richland Creek Lift Station and authorize payment of the same.
3. Approve Utility Constructors, Inc. pay request #7 in the amount of \$199,930.65 and authorize payment of the same with regard to the Downtown Waterline Improvement Project.
4. Approve utility adjustments/denials.
5. Spread onto the Minutes the acceptance of the Richland Creek Lift Station Pump Replacement Project in the amount of \$74,262.00 which was bid, funded and completed by the West Rankin Utility Authority.

Alderman Dobbs made the motion to approve agenda items 8.1 -8.5, in accordance with the related memos from the Public Works Department, which are appended hereto, seconded by Alderman Craine and upon unanimous vote the motion carried.

6. Declare an emergency in accordance with MCA Section 31-7-13(k), as described in the memo from the Public Works Director and as explained during the board meeting, the Pecan Ridge Subdivision storm drain repairs made by Thornton Construction Co. in the amount of \$201,203.70 and Dunn Utility Products in the amount of \$40,480.00 and authorize payment of the same.

Alderman Vinson made the motion to approve agenda item 8.6, in accordance with the related memo from the Public Works Department, which are appended hereto, seconded by Alderman Womack and upon unanimous vote the motion carried.

## 9. PARKS & RECREATION DEPARTMENT

1. Accept the resignations of the following:
  - a. Athletic Director, Matt Hopkins effective July 21, 2021.
  - b. Park Laborer III, Reese Robbins effective July 30, 2021.
  - c. Seasonal employee, Austin Cain effective August 3, 2021.

Alderman Womack made the motion to approve agenda item 9.1(a)-(c), in accordance with the related memos from the Parks Department, which are appended hereto, seconded by Alderman Vinson and upon unanimous vote the motion carried.

## 10. WILLIAM THOMPSON, POLICE CHIEF

1. Transfer one (1) 2007 Chevy Tahoe bearing vin ending #9423 from the Police Department to the Public Works Department and reclassify as a general fleet vehicle.
2. Accept the donation of five hundred dollars (\$500.00) from Cornerstone Homeowners Association.
3. Hire Timothy Geter and Robert Reed as Patrolmen effective August 3, 2021 and set rates of pay pursuant to the memo.
4. Accept the letter of retirement from Captain Dan Carter effective August 3, 2021; remove one (1) Glock firearm bearing serial number BLDR404 from city inventory and authorize purchase in accordance with MCA 45-9-131; and issue retirement credentials and a retirement badge in accordance with MCA 45-1-71.

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

## 11. BRIAN ROBERTS, FIRE CHIEF

1. Monthly Reports:
  - a. Siren Report; functions properly: One not working Issues: Parts are ordered
  - b. EMS Report; # of P1 calls: 159 Average Response Time: 9:07

2. Authorize Chief Brian Roberts to travel to Biloxi, MS to attend the Emergency Services Administrative Professionals Association Conference on September 9-10, 2021.

Alderman Dobbs made the motion to approve agenda item 11.2, in accordance with the related memo from the Fire Department, which is appended hereto, seconded by Alderman Craine and upon unanimous vote the motion carried.

12. BUTCH LEE, MAYOR – ADDITIONAL MATTER

1. Authorize publication and solicitation for Request for Proposals for Water and Sewer Rates Evaluation, and appoint a committee include Aldermen Coker, Middleton and Williams to review and present recommendations to the Mayor and Board of Aldermen regarding the same.

Alderman Dobbs made the motion to approve agenda item 12.1 in accordance with the related memo from the Mayor which is appended hereto, seconded by Alderman Craine and upon unanimous vote the motion carried.

EXECUTIVE SESSION

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

Alderman Dobbs made the motion to enter into Executive Session to discuss personnel matters involving the parks department, seconded by Alderman Womack and upon unanimous vote the motion carried.

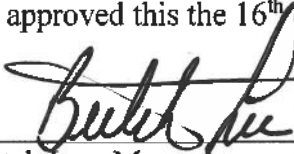
Alderman Williams made the motion to resume the Regular Board meeting out of Executive Session, seconded by Alderman Womack and upon unanimous vote the motion carried.

(That no 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 Dobbs and upon unanimous vote the motion carried. (Next Regular Board Meeting: August 16, 2021).

Minutes approved this the 16<sup>th</sup> day of August 2021.



Hon. Butch Lee, Mayor

Attest:



Hon. Angela Bean, City Clerk

