

MINUTES  
BRANDON BOARD OF ALDERMEN  
REGULAR BOARD MEETING  
BUTCH LEE, MAYOR PRESIDING  
OCTOBER 4, 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: Alex Woods - Mayor's Youth Council
  - Pledge of Allegiance: Cadence Howell - Mayor's Youth Council
3. PUBLIC COMMENTS AND RECOGNITIONS
  - Lance Stevens – Provided public comment in support of the adoption of an Ordinance permitting package stores in the city.
4. OLD BUSINESS
  1. Approve the Work Session Minutes and Regular Board Meeting Minutes of September 20, 2021, and the Special Board Meeting Minutes of September 24, 2021.

Alderman Coker 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 the continuation of a local emergency regarding COVID-19 for an additional thirty (30) days or such time that the Governor of Mississippi lifts the State of Emergency, whichever comes first.
  2. Authorize travel to Hattiesburg, MS to attend the 2021 MML Small Town Conference on October 26-27, 2021.
  3. Approve Redistricting Guidelines for City Wards as presented by CMPDD.

Alderman Dobbs made the motion to approve agenda items 5.1 - 5.3 in accordance with the related memos from the Mayor, which are appended hereto, seconded by Alderman Womack and upon unanimous vote the motion carried.

6. ANGELA BEAN, CITY CLERK
  1. Spread on the minutes the Rankin County Historical Society Minutes, Resolution and Bill of Sale with regard to the donation of historical building and contents located at the Brandon City Park to the City of Brandon.

2. Approve the Jani-King professional service agreement for cleaning services at City Hall and the Library on an as-needed/upon request basis and authorize the Mayor to execute the same.
3. Approve the professional service agreements with The Beach Boys for an Amphitheater performance on October 6, 2021, and Dwight Yoakam for a City Hall Live performance on November 12, 2021; authorize the Mayor to execute documents; and approve all related expenditures.
4. Approve the Municipal Compliance Questionnaire for FY2021 and authorize the Mayor and City Clerk to execute the same.
5. Approve:
  - a. Docket of Claims September 28 and October 4 & 5, 2021.
  - b. Electronic Fund Transfers for September 2021.
  - c. Fox Everett claims released on September 23, 2021.

Alderman Vinson made the motion to approve agenda items 6.1-6.5(a)-(c), in accordance with the related memos from the City Clerk, which are appended hereto, seconded by Alderman Craine and upon unanimous vote the motion carried.

#### 7. CHARLES SMITH, PUBLIC WORKS DEPARTMENT

1. Accept the bids received on September 9, 2021 for the Brandon Library HVAC Controls Project and award to Upchurch Services, LLC, as the lowest and best bid received in the amount of \$54,500.00, and authorize the Mayor to execute any related documents.
2. Approve the professional service agreements with Metro Mechanical for HVAC equipment maintenance for city facilities in the total amount of \$44,970.00 and authorize the Mayor to execute the same.
3. Hire Christopher Moore as a Water Laborer II effective October 5, 2021 and set rate of pay pursuant to the memo.
4. Approve the utility adjustments/denials pursuant to the memo.
5. Approve the final summary change order reducing the contract amount (\$10,765.00) authorizing the Mayor to execute the same; and approve Hemphill Construction pay request #5 (final) in the amount of \$16,557.12, and authorizing payment of the same with regard to the Boyce Thompson Bike Lane Project.
6. Approve the Release & Settlement of all Claims from Comcast Communications, LLC with regard to the sewer line damage, repairs and reimbursement at 234 Penny Lane and authorize the Mayor to execute the same.
7. Approve the Construction Engineering and Inspection (CE&I) professional services contract with Benchmark Engineering for the U.S. Hwy 80 Signal Improvements at Eastgate Drive &

Municipal Drive; and authorize advertisement for bids regarding the same and authorize the Mayor to execute all related documents.

Alderman Middleton made the motion to approve agenda items 7.1-7.7, in accordance with the related memos from the Public Works Department, which are appended hereto, seconded by Alderman Coker and upon unanimous vote the motion carried.

8. PARKS AND RECREATION DEPARTMENT

1. Purchase six (6) Honda 2200-watt generators from Frederick's Sales & Services, as the lowest and best quote received, in the amount of \$6,294.00 and authorize payment of the same.
2. Approve JG & Associates to make repairs to the City Tennis Pavilion, as the lowest and best quote received, in the amount of \$10,200.00 and authorize payment of the same.

Alderman Dobbs made the motion to approve agenda items 8.1 & 8.2, in accordance with the related memos from the Parks Department, which are appended hereto, seconded by Alderman Womack and upon unanimous vote the motion carried.

9. WILLIAM THOMPSON, POLICE CHIEF

1. Purchase one (1) digital fingerprinting system from AD&S, Inc., as the lowest and best quote received, in the amount of \$15,970.00 and authorize payment from the Drug Seizure fund.

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

10. BRIAN ROBERTS, FIRE CHIEF

1. Monthly Reports:
  - a. Siren Report: 2 Sirens not functioning      Issues: Undetermined
  - b. EMS Report; # of P1 calls: 146      Average Response Time: 9:14
2. Authorize Chief Brian Roberts, Deputy Chief Patrick Wofford and Division Chief Jerry King to travel to Greenville, MS to attend the Mid-Winter Chiefs Conference on December 6-9, 2021.
3. Approve professional services agreement with Baron Threat Net to provide weather data software in the amount of \$1,620.00 per year for 36-months and authorize the Mayor to execute the same.

Alderman Womack made the motion to approve agenda items 10.2 & 10.3, in accordance with the related memos from the Fire Department, which are appended hereto, seconded by Alderman Vinson and upon unanimous vote the motion carried.

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 Coker then made the motion to enter into Executive Session to discuss personnel parks and recreation, fire and police departments, seconded by Alderman Womack and upon unanimous vote the motion carried.

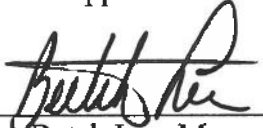
Alderman Dobbs then made the motion to resume the Regular Board Meeting out of Executive Session, seconded by Alderman Middleton and upon unanimous vote the motion carried.

(That votes were taken in Executive Session was announced upon return to the Board Room).

ADJOURN

Alderman Coker made the motion to adjourn the Regular Board Meeting, seconded by Alderman Womack and upon unanimous vote the motion carried. (Next Regular Board Meeting: October 18, 2021).

Minutes approved this the 18<sup>th</sup> day of October 2021.

  
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Hon. Butch Lee, Mayor

Attest:

  
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Hon. Angela Bean, City Clerk

