

MINUTES  
BRANDON BOARD OF ALDERMEN & MAYOR  
REGULAR BOARD MEETING  
BUTCH LEE, MAYOR PRESIDING  
SEPTEMBER 5, 2023

1. CALL TO ORDER – Mayor Lee and Aldermen Farris, Middleton, Womack, Craine, Williams, and Coker were present. Alderman Vinson was absent.
2. INVOCATION AND PLEDGE OF ALLEGIANCE - David Farris gave the invocation and Dwight Middleton led the Pledge of Allegiance.
3. PUBLIC COMMENTS AND RECOGNITIONS -
  - Representatives of Core and Main presented information regarding the city's water meters.
  - Jane Foreman, Nicholas Fenner, Christine Ogden and Heather Freeman spoke in opposition to any rezoning which would permit a nursing home facility near Town Station. They presented a petition of interested persons in opposition to any such action. There were 23 in attendance in opposition to such a rezoning change.
4. OLD BUSINESS
  1. Approve the Regular Board Meeting Minutes from August 21, the Recessed Meeting held on August 24, 2023, and the Special Called Meeting held on August 30, 2023.

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

5. BUTCH LEE, MAYOR
  1. Authority to contract with Whitney Adams to serve as Hearing Officer for Krisean Hospitality, LLC appeal and authority to contract with a court reporter for same.
  2. Approve the Mississippi Municipal League annual membership fees for fiscal year 2024 at the rate of \$10,455.20 and authorize payment of the same.

Alderman Craine made the motion to approve agenda items 5.1 & 5.2, in accordance with the memos from the Mayor's Office, which are appended hereto, seconded by Alderman Womack and upon unanimous vote the motion carried.

6. ANGELA BEAN, CITY CLERK
  1. Adopt the FY 2023-2024 Taxing and Spending Plan and authorize publication of the same.
  2. Approve Joshua Sutton to attend 2023 Fall Municipal Clerk Conference October 18-20, 2023.
  3. Approve copier rental agreements with Advantage Business Systems (state contract vendor) for the City Shop and Public Works and RJ Young (state contract vendor) for Community Development, Senior Services, and Brandon Fire Department, in accordance with the memo and authorize the Mayor to execute the same.

4. Approve Civic Center Project change order #1 in the amount of \$12,315.00 increasing the total contract to \$394,288.00, first finding that the change is necessary or would better serve the purpose of the City and that such charge is made in a commercially reasonable manner and is not being made to circumvent the bid statutes.
5. Approve Elcon Electrical Contractors pay application #2 regarding the Civic Center Lighting Project in the amount of \$36,042.05 and authorize payment of the same.
6. Authorize purchase of one (1) used 2022 Ford Maverick VIN#2299, for use in Community Development, from Noel Daniels Motor Company in the amount of \$30,335.00, as lowest and best quote received and amend the budget accordingly.
7. Authorize purchase of one (1) used 2023 Ford Maverick VIN#3532. for use in the water department, from Noel Daniels Motor Company in the amount of \$37,335.00, as lowest and best quote received and amend the budget accordingly.
8. Consideration to approve:
  - a. Docket of Claims for September 5, 2023.
  - b. Fox Everett claims released on August 24, 2023.
  - c. Electronic fund transfers for July and August 2023.

Alderman Farris made the motion to approve agenda items 6.1-6.8(a)-(c), in accordance with the memos from the City Clerk's Office, which are appended hereto, seconded by Alderman Craine and upon unanimous vote the motion carried.

#### 7. PAUL BRANNON, PUBLIC WORKS DEPARTMENT

1. Approve Pay Request 7 (Final) in the amount of \$5,255.03 from Joe McGee Construction for Highway 18 & Louis Wilson Drive new signal and intersection improvements project and approve payment of same.
2. Approve invoice #H23056-01-(Final) in the amount of \$47,268.35 from Hemphill Construction for the repairs of May 2023 at approved commodity bid pricing and authorize payment of same.
3. Approve invoice #H23069-01-(Final) in the amount of \$120,920.93 from Hemphill Construction Company for repairs in the month of June 2023 at the approved commodity bid pricing and authorize payment of the same.
4. Approve invoices related to the Easthaven Drive at Richmond Drive storm drain pipe repairs, authorize payment of invoices that have not been paid, and amend the budget accordingly.
5. Approve invoices related to the Edgewater Branch Drive near Briars Bend storm drain pipe repairs, authorize payment of invoices that have not been paid, and amend the budget accordingly.
6. Approve invoices related to the Briars Bend at Windchase Drive (647-649 Briars Bend) storm drain pipe repairs, authorize payment of invoices that have not been paid, and amend the budget accordingly.

7. Approve quotes from WC's Concrete in the amount of \$10,600.00 (labor only) and Jackson Ready Mix in the amount of \$8,060.00 (materials) as the lowest and best quotes received for the construction of a paved ditch at the Old Town detention pond and amend budget accordingly. (Supplement action item 8.8 of August 21, 2023).

Alderman Williams made the motion to approve agenda items 7.1-7.7, 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.

8. Approve utility adjustment approval or denial recommendations according to the memo and attachments, first finding that the adjustments are necessary because of unforeseen circumstances and that the customers did not receive the benefit of the service.
9. Approve an Order revising charges to Appendix C, Section 82-55 (Water, Sewer, Base Charges) of the City of Brandon Code of Ordinances effective with the November 2023 billing cycle.

Alderman Womack made the motion to approve agenda items 7.8 & 7.9, 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.

10. Request by a property owner at 1024 Old Highway 471 to replace the water meter and adjust the balance on account.

Alderman Williams made the motion to deny agenda item 7.10, in accordance with the memo from the Public Works Department, which are appended hereto, seconded by Alderman Farris and upon unanimous vote the motion carried.

11. Accept Hunters Woods Sewer Video bids received on August 31, 2023 and award to Suncoast Infrastructure as the lowest and best bid received in the amount of \$84,010.00.
12. Declare and confirm an emergency in accordance with MCA Section 31-7-13(k), the repairs to the sewer and storm drain at 606 Providence Cove, so that the delay incident to giving opportunity for competitive bidding would be detrimental and authorize the repairs at commodity pricing to be made by Hemphill Construction Company, for such emergency repairs, as certified by the Public Works Director, and authorize payment of the same and amend the budget accordingly. (At the board meeting following the emergency purchase or repair contract, documentation of the purchase or repair contract, including a description of the commodity purchased, the price thereof and any additional information as to the nature of the emergency shall be presented to the board and shall be placed on the minutes of the City).
13. Declare and confirm an emergency in accordance with MCA Section 31-7-13(k), the repairs to the water main at 201 North Street, so that the delay incident to giving opportunity for competitive bidding would be detrimental and approve such emergency repairs, as certified by the Public Works Director, and authorize payment of the same. (At the board meeting following the emergency purchase or repair contract, documentation of the purchase or repair contract, including a description of the commodity purchased, the price thereof and any additional information as to the nature of the emergency shall be presented to the board and shall be placed on the minutes of the City).

Alderman Womack made the motion to approve agenda items 7.11-7.13, 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.

8. SAM HAWKINS, COMMUNITY DEVELOPMENT

1. Set public hearing during the Regular Board Meeting on September 18, 2023, to consider a Conditional Use application for Airspaces LLC to construct a monopole cell tower at 3006 Greenfield Rd - Parcel H8-10-140
2. Set public hearing during the Regular Board Meeting on September 18, 2023, to consider a Conditional Use application for Senior Care Living Solutions to operate an assisted living facility at 6100 Old Brandon Rd - Parcel H9E-1

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

9. WAYNE DEARMAN, POLICE CHIEF

1. Surplus firearms and advertise for sealed bids in accordance with the memo.
2. Revise board action taken on August 7, 2023, to correct VIN #'s of the 2013 Chevrolet Caprice and 2015 Dodge Charger which were declared surplus property as reflected in the minutes of said meeting.
3. Accept quotes of Joe Hudson's Collision Center to repair both the 2015 Dodge Charger VIN #5939 (\$4,227.68) and the 2021 Dodge Charger VIN #3117 (\$7,108.13), as the lowest and best quotes received and authorize payment.
4. Authorize permission for Detective Paige Ramage to travel to Biloxi, MS to attend the One Loud Voice conference on November 6-8, 2023.
5. Authorize permission to transfer Hayden Lukens from Communication officer to a Patrolman Trainee and set rate of pay in accordance with the memo.
6. Accept the resignation of Officer Richard Moore, effective September 8, 2023.

Alderman Coker made the motion to approve agenda items 9.1-9.6, in accordance with the memos from the Police Department, which are appended hereto, seconded by Alderman Craine and upon unanimous vote the motion carried.

10. BRIAN ROBERTS, FIRE CHIEF

1. Monthly Reports:

Siren Report; functions properly: E. Jasper and Pleasant Street not working.  
Issues: Being determined  
EMS Report: # of P1 calls: 187  
Average Response Time: 8 : 5 6

2. Request permission for Lt. Allen and Lt. Stewart to travel to Southaven, MS to take the required NREMT Psychomotor Skills for AEMT as part of their National Registry.

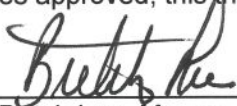
Alderman Womack made the motion to approve agenda items 10.1-10.2 in accordance with the memos from the Fire Department, which are appended hereto, seconded by Alderman Williams and upon unanimous vote the motion carried.

11. 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 18, 2023)

Minutes approved, this the 18<sup>th</sup> day of September 2023.



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Hon. Butch Lee, Mayor

Attest:



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Hon. Angela Bean, City Clerk

