

AGENDA  
BRANDON BOARD OF ALDERMEN & MAYOR  
REGULAR BOARD MEETING  
BUTCH LEE, MAYOR PRESIDING  
FEBRUARY 3, 2025

1. CALL TO ORDER
2. INVOCATION AND PLEDGE OF ALLEGIANCE
3. PUBLIC COMMENTS AND RECOGNITIONS
4. OLD BUSINESS
  1. Approve the Work Session and Regular Board Meeting Minutes of January 21, 2025.
5. BUTCH LEE, MAYOR
  1. Consideration to adopt a resolution of the Mayor and Board of Aldermen of the City of Brandon, Mississippi declaring support for the preservation of the Federal Tax Exemption of Municipal Bonds.
  2. Consideration to authorize Benchmark Engineering to prepare plans and specifications for the Hwy. 18 water and sewer improvements project for the East Metropolitan Center Industrial Park.  
<https://governorreeves.ms.gov/mississippis-110-million-investment-lays-foundation-forfuture-economic-development-success/>
  3. Consideration to accept the best professional services proposal for ROW Tree Removal (Project #4) to Specialty Tree Service, as selected by the Tree Evaluation Committee (consisting of Sharon Womack, Jarrad Craine, and David Farris) at various areas in the City.
  4. Consideration to pay the invoice for the City's 2025-2026 Top Dog Level Sponsorship.
  5. Consideration to approve a request for Mayor, Aldermen, and City Clerk to travel to Biloxi, MS to attend the 2025 MS Municipal League Annual conference on July 19-24, 2025, and authorize payment of related registration and travel expenses.
6. MARY ANN HESS, CITY CLERK
  1. Consideration to approve professional services agreements for the purposes of promoting tourism 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:  
Alison Krauss Union Station - 05.03.2025 - Brandon Amphitheater - Contract  
Willie Watson Contract Brandon 2025
  2. Consideration to approve Brandon Amphitheater sponsorship agreements for the 2025 concert season and authorize the Mayor to execute the same for the following sponsors:
    - Mississippi Lottery Corporation

- Visit Mississippi (MDA)
- 3. Consideration to approve the quote from Efficient Power & Light (EPL) to renovate the listed building's lighting with new energy saving LED lights and authorize the mayor to execute all necessary documents.
- 4. Consideration to approve:
  - a. Docket of Claims for February 4, 2025.
  - b. Fox Everett claims released on February 7, 2025.
  - c. Electronic fund transfers for January 2025.

#### 7. CARLY DEARMAN, PUBLIC WORKS DEPARTMENT

1. Permission to develop plans and advertise for bid the Felicity Street Sidewalk Improvements Project.
2. Permission to develop plans and advertise for bid the West Sunset Drive Waterline Replacement Project.
3. Consideration to declare an emergency the repairs to the CentrepoinTE Lift Station, approve the following invoices related to the emergency repairs, and authorize payment of the same.
  1. Harvey Services, Inc. – invoice #7359 - \$24,814.88 – rebuild both pumps in lift station & replace soft start
  2. Hydra Services, Inc. – invoice #184885 - \$4,160.45 – trailer mounted bypass pump rental 12/14/2024 – 1/11/2025
  3. Hydra Services, Inc. – invoice #185184 - \$2,093.55 – trailer mounted bypass pump rental 1/12/2025 – 1/20/2025 (final return quantities)
4. Consideration to reject the bids received on January 21, 2025, for the FY25 Concrete Construction Services bid and allow rebid of the commodity with revisions to the specifications.
5. Consideration to approve Pay Request 1 in the amount of \$55,917.00 from Woodward Contracting, LLC for the Trustmark Bank Property Waterline Project and authorize payment of the same.
6. Consideration to approve the Professional Services Agreement with TWS, Inc. for water operator services and authorize the Mayor to execute the same.
7. Consideration to approve Pay Request 2 FINAL in the amount of \$8,910.00 from Duraco Construction, Inc. for the Pecan Circle Drainage Improvements Project and authorize payment of the same. Pay Request 2 FINAL is the finalization for this project.
8. Consideration to approve Pay Request 5 in the amount of \$117,311.54 from Eubank Construction Company, Inc. for the Highway 18 Highway 468 Sewer Force Main Replacement Project and authorize payment of the same.

9. Consideration to approve the utility adjustment approvals and denials pursuant to the memo.
  10. Consideration to approve the following invoices from Hemphill Construction Company for the Hunters Woods Sewer Repair Project Phase I - Group 3 of 6 and authorize payment of the same. All repairs invoiced were at the FY24 General Construction Services Commodity Bid prices.
    1. Near 148 Fern Valley Road – H24192-01-55082 - \$18,054.09
    2. Near 147 Fern Valley Road – H24192-01-55079 - \$9,823.00
    3. Near 122 Forest Ridge Court – H24192-01-55078 - \$10,093.50
    4. Near 155 Post Hill Road – H24192-01-55077 - \$8,925.95
    5. Near 163 Post Hill Road – H24192-01-55084 - \$11,617.00
    6. Near 166 Summit Ridge Drive - H24192-01-55083 - \$13,797.00
  11. Permission to publish a notice to accept bids for the Grants Ferry Parkway Shared Use Path LPA Project.
  12. Consideration to approve the following from Griner Drilling Service, Inc. for the Cornerstone Water Well Project.
    1. Approve Change Order 1 at a decrease in the project cost of \$126,370.90 and authorize the Mayor to execute the same.
    2. Approve Pay Request 2 in the amount of \$1,242,456.65 (including Change Order 1) and authorize payment of the same.
  13. Consideration to approve Change Order 2 from Adcamp, Inc. at an increase in the 2024 Street Overlay Project in the amount of \$50,797.50 and authorize the Mayor to execute the same.
8. SAM HAWKINS, COMMUNITY DEVELOPMENT
1. Set a public hearing for March 3, 2025 at 6:00 p.m. regarding the comprehensive plan for the City of Brandon and approve the publication of the public notice.
  2. Set public hearing for Conditional Use application case # 25-002 for February 18, 2025 - 724 S. College St - parcel # 18F-8.
  3. Consideration to authorize Cassie Burnette to sign utility permits
9. JOSEPH FRENCH, POLICE CHIEF
1. Request permission to purchase four (4) license plate readers from Insight LPR, LLC in the amount of \$32,200.00 as the best and lowest quote. The purchase will be reimbursed by the Homeland Security Grant.
10. BRIAN ROBERTS, FIRE CHIEF
1. Consideration to approve travel to Philadelphia, MS for the MS Fire Service Instructors Assoc. Annual Training Conference March 5-7, 2025, for Chief Roberts and Division Chief King.
  2. Consideration to purchase five (5) sets of turn-out gear from Delta Fire and Safety on state contract (#8200072844) in the amount of \$17,100 from our state Insurance rebate funds and authorize payment of the same.

3. Consideration to accept the terms for the Homeland Security State and Local Cybersecurity grant program -Batch 2 and authorize submission of the MOHS interest survey form and the State and Local Cybersecurity grant program MOU/Consent form indicating the City's interest in participating, and further authorize the mayor to execute all related documents.
4. Consideration to change the employment status for Firefighter Justin "Eli" Watkins from a full time to a part-time firefighter effective February 3, 2025, and set his rate of pay in accordance with the memo.

11. EXECUTIVE SESSION

12. ADJOURN