

MINUTES OF THE REGULAR BOARD MEETING OF THE MAYOR AND BOARD OF
ALDERMAN OF THE CITY OF BRANDON, MISSISSIPPI
HELD ON MARCH 2, 2015

The Regular Board Meeting was held in the Brandon City Hall Boardroom, 1000 Municipal Drive, Brandon, Mississippi. The meeting was led by Mayor Butch Lee. Aldermen Morrow, Christopher, Coker, Morris, Williams, and Vinson were present. Alderman Corley was absent. Alderman Williams led the prayer and Alderman Morrow led the Pledge of Allegiance. Public Comments/ Recognitions: Kyla Hunter, Mayor of Venture City; Brandon Police Department obtained MS State Accreditation from MSLEAC; and Sandra Hodge, CEO of Mississippi of American Red Cross and Alan Roark, MEMA State Volunteer Shelter Director stated that March is Red Cross month

1.

APPROVE MINUTES OF REGULAR BOARD MEETING OF FEBRUARY 17, 2015

Alderman Morrow made the motion to approve Minutes of Regular Board Meeting of February 17, 2015, which is appended hereto, seconded by Alderman Coker and upon unanimous vote the motion carried.

2.

APPROVE TRAVEL REQUEST TO ATTEND THE 2015 MS ASSOCIATION OF PLANNING
AND DEVELOPMENT DISTRICT CONFERENCE IN BILOXI, MS ON APRIL 21-24, 2015;
AND APPROVE LETTER RE: DOGWOOD TRACE, LLC, AS THE DEVELOPER, STATING
THAT THE CONNECTION TO CITY SEWER INFRASTRUCTURE FOR DOGWOOD TRACE
IS NOT AVAILABLE AT THIS TIME

Alderman Morris made the motion to approve travel request of the Mayor to attend the 2015 MS Association of Planning and Development District Conference in Biloxi, MS on April 21-24, 2015; and to approve submission of a letter regarding Dogwood Trace Subdivision and Dogwood Trace, LLC, the developer, confirming that the connection to city sewer infrastructure for Dogwood Trace Subdivision is not available at this time, with such letter to be provided based on the letter from Dogwood Trace, LLC dated February 19, 2015, and proposed Declaration of Covenants and Restrictions for Dogwood Trace, which are appended hereto, and subject to the representations in the referenced letter and specifically the inclusion in the protective covenants the matters and things referenced in said letter and based upon the condition that the matters as specified and included in the protective covenants as referenced in said letter will not be amended or modified by the developer, its successors and/or assigns, in accordance with the memos from the Mayor, which are appended hereto, seconded by Alderman Williams and upon unanimous vote the motion carried.

3.

APPROVE PROFESSIONAL SERVICES AGREEMENT WITH DR. JIM COOK OF JABC
EDUCATION SERVICES TO SPEAK WITH CITY EMPLOYEES REGARDING THE
IMPORTANCE OF PROFESSIONALISM AND CUSTOMER SERVICE ON MARCH 24 & 25,
2015, AT A COST OF \$3,750.00

Alderman Morrow made the motion to approve a professional services agreement with Dr. Jim Cook of JABC Education Services to speak with city employees regarding the importance of professionalism and customer service on March 24 & 25, 2015, at a cost of \$3,750.00, in accordance with the memo from the Event Coordinator, which is appended hereto, seconded by Alderman Vinson and upon unanimous vote the motion carried.

4.

PROMOTE POLICE OFFICER JOSEPH FRENCH TO LIEUTENANT; ACCEPT THE RESIGNATION OF SERGEANT MARTIN MANN DUE TO HIS RETIREMENT EFFECTIVE APRIL 2, 2015; APPROVE MARTIN MANN TO PURCHASE HIS SERVICE WEAPON UPON HIS RETIREMENT IN ACCORDANCE WITH MS CODE 45-9-131; HIRE MICHAEL WALLACE AS PATROL OFFICER EFFECTIVE MARCH 16, 2015; AND SWEAR IN MUNICIPAL JUDGE, WHITNEY ADAMS

Alderman Vinson made the motion to promote patrolman Joseph French to Lieutenant; to accept the resignation of Sergeant Martin Mann due to his retirement effective April 2, 2015; to approve Martin Mann to purchase his service weapon upon his retirement in accordance with MS Code 45-9-131; to hire Michael Wallace as Patrol Officer effective March 16, 2015; and to approve the swearing in of Municipal Judge, Whitney Adams by the Mayor, in accordance with the memos from Police Chief, which are appended hereto, seconded by Alderman Morris and upon unanimous vote the motion carried.

5.

APPROVE AGREEMENT WITH PMAM CORPORATION IN ORDER TO ACCESS AND UTILIZE HUMAN CAPITAL MANAGEMENT SOFTWARE; APPROVE TRAVEL REQUEST OF LT. MICHAEL BROWN TO ATTEND INSTITUTE OF POLICE TECHNOLOGY AND MANAGEMENT CLASS IN BATON ROUGE, LA ON MAY 12-15, 2015; HIRE KRISTEN ARENDALE MOSELEY AS INMATE SECURITY OFFICER EFFECTIVE MARCH 3, 2015; APPROVE AN AGREEMENT WITH AT&T TO INSTALL A T-1 CONNECTION WITH MS HIGHWAY PATROL; AND AUTHORIZE SUBMISSION OF AN APPLICATION FOR GRANT FUNDED BY THE NATIONAL HIGHWAY TRAFFIC SAFETY ADMINISTRATION

Alderman Williams made the motion to enter into a professional services agreement with PMAM Corporation in order to access and utilize Human Capital Management Software; to approve travel request of Lt. Michael Brown to attend Institute of Police Technology and Management Class in Baton Rouge, LA on May 12-15, 2015; to hire Kristen Arendale Moseley as Inmate Security Officer effective March 3, 2015; to approve an agreement with AT&T to install a T-1 connection with MS Highway Patrol; and to authorize the submission of an application for a grant funded by the National Highway Traffic Safety Administration and to authorize the Mayor and City Clerk to execute the same, in accordance with the memos from Police Chief, which are appended hereto, seconded by Alderman Vinson and upon unanimous vote the motion carried.

6.

APPROVE PURCHASE OF NEW SOFTWARE FROM FEDERAL SIGNAL CORP. FOR WEATHER SIRENS; APPROVE TRAVEL REQUEST OF ASSISTANT CHIEF RICHARD FORTUNE TO ATTEND EVALUATING PERFORMANCE-BASED DESIGNS CLASS IN EMMITSBURG, MD ON MAY 22-30, 2015; AND APPROVE TRAVEL REQUEST OF CHIEF TERRY WAGES TO ATTEND SOUTHEASTERN ASSOCIATION OF FIRE CHIEFS LEADERSHIP CONFERENCE IN BIRMINGHAM, AL ON JUNE 17-21, 2015

Alderman Vinson made the motion to approve purchase of new software from Federal Signal Corp. (a sole source vendor) in the amount of \$6,113.00 plus shipping, for weather sirens; to approve travel request of Assistant Chief Richard Fortune to attend Evaluating Performance-Based Designs Class in Emmitsburg, MD on May 22-30, 2015; and to approve travel request of Chief Terry Wages to attend Southeastern Association of Fire Chiefs Leadership Conference in Birmingham, AL on

June 17-21, 2015, in accordance with the memos from Fire Chief, which are appended hereto, seconded by Alderman Morris and upon unanimous vote the motion carried.

7.

ACCEPT RESIGNATION OF BUILDING INSPECTOR KEITH CHANDLER EFFECTIVE MARCH 6, 2015; ADOPT A RESOLUTION REGARDING THE TEMPORARY MORATORIUM OF THE ISSUANCE OF ANY SIGN PERMIT FOR GROUND MOUNTED SIGNED IN C-3 ZONED DISTRICTS AND SET PUBLIC HEARING FOR APRIL 6, 2015; ADOPT A RESOLUTION REGARDING THE TEMPORARY MORATORIUM OF THE ISSUANCE OF ANY SIGN LICENSES OR BUILDING PERMITS FOR USED CARS AND/OR LIGHT TRUCK SALE BUSINESSES AND SET PUBLIC HEARING FOR APRIL 6, 2015; AND SET A PUBLIC HEARING FOR MARCH 16, 2015 REGARDING CLEAN UP FOR 511 EAST GOVERNMENT STREET

Alderman Morrow made the motion to accept the resignation of Building Inspector Keith Chandler effective March 6, 2015; to adopt a Resolution regarding the temporary moratorium of the issuance of any sign permit for ground mounted signed in C-3 zoned districts and set a Public Hearing during the Regular Board meeting on April 6, 2015; to adopt a Resolution regarding the temporary moratorium of the issuance of any sign licenses or building permits for used cars and/or light truck sale businesses and set Public Hearing during the Regular Board Meeting on April 6, 2015; and to set a Public Hearing during the Regular Board Meeting on March 16, 2015 regarding clean up for 511 East Government Street, in accordance with the memos from Community Development Director, which are appended hereto, seconded by Alderman Vinson and upon unanimous vote the motion carried.

8.

APPROVE PURCHASE OF 5 JUNIOR SIZE, PORTABLE PITCHING MOUNDS FROM RICHARDSON ATHLETICS IN THE AMOUNT OF \$6,656.05

Alderman Morrow made the motion to approve purchase of 5 junior size, portable pitching mounds from Richardson Athletics in the amount of \$6,656.05, as the lowest and best quote received, in accordance with the memo from Director of Parks and Recreation, which is appended hereto, seconded by Alderman Williams and upon unanimous vote the motion carried.

9.

APPROVE THE PURCHASE OF A 5XPH LOWBOY TRAILER IN THE AMOUNT OF \$26,789.00; EXTEND AGREEMENT WITH GROUND EFFECTS LAWN AND LANDSCAPE MAINTENANCE IN THE AMOUNT OF \$40,460.78 FOR 2015 RIGHT-OF-WAY CUTTING; RELEASE THE LETTER OF CREDIT NO. 362 FOR GRANDEUR SUBDIVISION; ACCEPT BIDS RECEIVED ON DECEMBER 29, 2014 FOR A DUMP TRUCK AND AWARD TO EMPIRE TRUCK SALES, LLC FOR A FREIGHTLINER M2-106 IN THE AMOUNT OF \$105,989.00; AND EXTEND AGREEMENT WITH HELENA CHEMICAL IN THE AMOUNT OF \$39,805.95 FOR 2015 HERBICIDE TREATMENT

Alderman Morrow made the motion to approve the purchase of a 5XPH Lowboy Trailer in the amount of \$26,789.00 from Lewis Trailer Sales as the lowest and best quote received; to extend the agreement with Ground Effects Lawn and Landscape Maintenance in the amount of \$40,460.78 for 2015 Right-of-way cutting; to release Letter of Credit No. 362 for Grandeur Subdivision; to accept bids received on December 29, 2014, for a Dump Truck and award to Empire Truck Sales, LLC for a Freightliner M2-106 in the amount of \$105,989.00 as the lowest and best bid received; and to extend the agreement with Helena Chemical in the amount of \$39,805.95 for 2015 Herbicide

Treatment, in accordance with the memos from Public Works Director, which are appended hereto, seconded by Alderman Morris and upon unanimous vote the motion carried.

10.

CLOSE THE HSUC CHECKING ACCOUNT AND TRANSFER FUNDS TO WATER SEWER OPERATIONS ACCOUNT; APPROVE THE DOCKET OF CLAIMS FOR FEBRUARY 24, 2015, AND MARCH 2, 2015; AND APPROVE ELECTRONIC TRANSFERS FOR FEBRUARY 2015

Alderman Morris made the motion to close the HSUC checking account and transfer funds to Water Sewer Operations Account; to approve the Docket of Claims for February 24, 2015, and March 2, 2015; and to approve electronic transfers for February 2015, in accordance with the memos from City Clerk, which are appended hereto, seconded by Alderman Christopher and upon unanimous vote the motion carried.

11.

EXECUTIVE SESSION

Alderman Williams made the motion to consider the need to go into executive session to discuss personnel matters and acquisition of real property, seconded by Alderman Vinson and upon unanimous vote the motion carried.

Alderman Morrow then made the motion to go into executive session for the reason stated and more specifically to discuss personnel matters involving the Police Department and acquisition of real property regarding the East Brandon Sewer Project, seconded by Alderman Coker and upon unanimous vote the motion carried.

Alderman Vinson made the motion to appoint David Morrow as City Prosecutor effective March 3, 2015, with a salary of \$24,000.00 per year, with the same benefits as the current prosecutor, seconded by Alderman Christopher and upon unanimous vote the motion carried.

Alderman Morris made the motion to resume the Regular Board Meeting out of executive session, seconded by Alderman Williams and upon unanimous vote the motion

12.

ADJOURN

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

(Next Regular Board Meeting will be on March 16, 2015).

MINUTES APPROVED THIS THE 16th DAY OF MARCH, 2015.

ATTEST:


ANGELA BEAN, CITY CLERK




HON. BUTCH LEE, MAYOR