

MINUTES
REGULAR BOARD MEETING
BRANDON BOARD OF ALDERMEN
BUTCH LEE, MAYOR PRESIDING
MAY 6, 2019

1. CALL TO ORDER – Mayor Lee and Aldermen Coker, Corley, Dobbs, Middleton, Williams, and Vinson were present. Alderman Morris was absent.

2. INVOCATION AND PLEDGE OF ALLEGIANCE – Alderman Williams led the invocation and Alderman Vinson led the Pledge of Allegiance.

3. PUBLIC COMMENTS AND RECOGNITIONS

Swearing in – Mark Moss, Fire Chief
Journey Church – Brandon Cook
Updates – Mayor
Candidate Announcement – Lee Yancey

4. OLD BUSINESS

1. Consideration to approve the regular board meeting minutes of April 15, 2019.

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

5. BUTCH LEE, MAYOR

1. Request permission to travel to Biloxi, MS to attend the MS Association of Supervisors Conference on June 10-13, 2019 and authorize payment of related expenses.

Alderman Vinson made the motion to approve agenda item 5.1, seconded by Alderman Dobbs and upon unanimous vote the motion carried.

6. WILLIAM THOMPSON, POLICE DEPARTMENT

1. Request permission to transfer Beth Burkhalter from SRO to Patrol effective May 5, 2019.

2. Request permission to declare as surplus one (1) one desk from the interview room and transfer to MS Surplus Property.

3. Accept the resignation of Officer Kirk Russell effective May 1, 2019.

Alderman Coker made the motion to approve the agenda items 6.1 through 6.3 in accordance with the related memos from the Police Chief, which are appended hereto, seconded by Alderman Williams and upon unanimous vote the motion carried.

4. Request permission to purchase three (3) 2019 Dodge Chargers from Landers Dodge, a state contract vendor, in the amount of \$63,867.00 and authorize payment from the Drug Seizure fund and the Equitable Share fund.

Alderman Corley made the motion to approve the agenda item 6.4 in accordance with the related memo from the Police Chief, which is appended hereto, seconded by Alderman Coker and upon unanimous vote the motion carried.

7. MARK MOSS, FIRE DEPARTMENT

1. Monthly Reports:
 - a. Siren Report; functions properly: Y/N Issues: 1
 - b. EMS Report; # of P1 calls: 158 Average Response Time: 7:32
2. Request permission to hire Daniel Mabus as part-time firefighter/EMT effective May 8, 2019.
3. Request permission to purchase tires for Ladder 1 and Engine 4 from Goodyear Tire & Service, a state contract vendor, in the amount of \$6,844.46 and amend the budget accordingly.
4. Request permission for Chief Mark Moss to travel to Vicksburg, May 31-June 2 to attend the annual MS Fire Chiefs Conference.
5. Accept the resignation of Captain Matt Head effective May 12, 2019.
6. Request permission to apply for the Community Partnership grant from CenterPoint Energy and authorize the City Clerk to execute all related documents.

Alderman Vinson made the motion to approve agenda items 7.2 through 7.6 in accordance with the related memos from the Fire Chief which are appended hereto, seconded by Alderman Corley and upon unanimous vote the motion carried.

8. CHARLES SMITH, PUBLIC WORKS DEPARTMENT

1. Consideration to declare an emergency the repairs to water lines at Plum Ridge Dr. and Pear Orchard Dr in the total amount of \$11,372.00 and authorize payment to Utility Constructors and Southern Pipe and Supply pursuant to the memo.
2. Consideration to declare an emergency the repairs to a water line and storm drain on Sagewood Drive in the total amount of \$18,615.58 and authorize payment to Utility Constructors and Southern Pipe and Supply pursuant to the memo.
3. Consideration to declare an emergency the repairs to a sewer line at Fern Valley and Fern Drive in the total amount of \$22,196.59 and authorize payment to Utility Constructors and Southern Pipe and Supply pursuant to the memo.
4. Consideration to declare an emergency the repairs a water line at Tamberline and North Street in the total amount of \$9,334.06 and authorize payment to Utility Constructors and Southern Pipe and Supply pursuant to the memo.

5. Consideration to declare an emergency the repairs to a sewer line at 105 Easthaven in the total amount of \$7,958.00 and authorize payment of the same to Utility Constructors pursuant to the memo.
6. Consideration to declare an emergency the repairs to a water line at 57 Crossgates Drive in the amount of \$5,334.00 and authorize payment of the same to Utility Constructors pursuant to the memo.

Alderman Coker made the motion to approve agenda items 8.1 through 8.6 in accordance with the related memos from the Public Works Director which are appended hereto, seconded by Alderman Corley and upon unanimous vote the motion carried.

7. Consideration to declare an emergency the repairs to a storm drain at Bentonwood and Sunset in the amount of \$4,595.00 and authorize payment of the same to Utility Constructors pursuant to the memo.
8. Request permission to hire Oclevis Lester as full-time laborer in the Street Department and set rate of pay effective May 20, 2019.
9. Consideration to accept donation of concrete materials from Brent Leach for erosion control at 168 W. Government Street.
10. Request permission for Charles Smith and Matt Dodd to travel to Biloxi, July 10, 2019 to attend the MDOT-LPA project development training.
11. Consideration to approve pay estimate #5 in the amount of \$157,335.63 from Hemphill Construction with regard to the Mary Myles Sewer project and authorize payment of the same.
12. Consideration to approve the utility adjustments and denials pursuant to the memo.
13. Consideration to approve the Suncoast Infrastructure invoices in the total amount of \$31,583.50 for sewer cleaning and CCTV services performed at commodity pricing and authorize payment of the same.

Alderman Middleton made the motion to approve agenda items 8.7 through 8.13 in accordance with the related memos from the Public Works Director which are appended hereto, seconded by Alderman Dobbs and upon unanimous vote the motion carried.

14. Request permission to approve the rental of an emergency temporary cooling tower for the Police Department building from Metro Mechanical pursuant to the memo.

Alderman Coker made the motion to approve agenda item 8.14 in accordance with the related memo from the Public Works Director, which is appended hereto, seconded by Alderman Vinson and upon unanimous vote the motion carried.

9. MATTHEW DODD, COMMUNITY DEVELOPMENT DEPARTMENT

1. Request permission to hire Mary Claire Ford as a seasonal employee effective May 13, 2019 and amend the budget accordingly.

2. Request permission for Jesse Green to travel to Biloxi, June 10-14, 2019 to attend the Building Officials Association of MS conference.

Alderman Corley made the motion to approve agenda items 9.1 through 9.2 in accordance with the related memos from the Director of Community Development which are appended hereto, seconded by Alderman Williams and upon unanimous vote the motion carried.

10. RAMIE FORD, PARK & RECREATIONS DEPARTMENT

1. Request permission to hire maintenance and splash park seasonal employees and set rate of pay effective May 7, 2019 pursuant to the memo.

Alderman Williams made the motion to approve agenda item 10.1 in accordance with the memo from the Director of Parks and Recreation which is appended hereto, seconded by Alderman Dobbs and upon unanimous vote the motion carried.

11. ANGELA BEAN, CITY CLERK

1. Consideration to approve MDA cash request #5 in the amount of \$93,302.78 with regard to the Mary Myles CDBG Sewer Project and authorize the Mayor to execute the same.
2. Request permission to destroy HR documentation pursuant to the memo.
3. Consideration to approve the:
 - a. Docket of claims for April 16, 23, 25, 29 and May 7, 2019
 - b. Electronic fund transfers for April 2019

Alderman Williams made the motion to approve agenda items 11.1 through 11.3(a) and 11.3(b) in accordance with the related memos from the City Clerk which are appended hereto, seconded by Alderman Corley and upon unanimous vote the motion carried.

EXECUTIVE SESSION

Alderman Corley made the motion to consider the need to enter into Executive Session to discuss personnel matters and potential litigation, seconded by Alderman Williams and upon unanimous vote the motion carried.

Alderman Corley made the motion to go into Executive Session for the reasons stated and specifically to discuss personnel matters involving the fire department and the parks & recreation department, and potential litigation involving the Downtown Revitalization Project, seconded by Alderman Coker and upon unanimous vote the motion carried.

Alderman Vinson made the motion to approve and authorize the Mayor to make administrative adjustments not to exceed the sum of \$10,000 over and above the base just compensation per parcel (as previously determined) for all four parcels involved in the Downtown Revitalization Project first finding that is in the best interests of the City of Brandon to do the same, seconded by Alderman Williams and upon unanimous vote the motion carried.

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

The vote taken in Executive Session was announced upon return to the board room.

12. RAMIE FORD, PARKS & RECREATIONS DEPARTMENT

1. Request to create a new assistant event coordinator position, adopt job description, to hire Michela Haggerty for this position effective May 21, 2019, set rate of pay at \$35,000 per year and revise the budget accordingly.

Alderman Vinson made the motion to approve agenda item 12.1 in accordance with the memo from the Director of Parks and Recreation which is appended hereto, seconded by Alderman Corley and upon unanimous vote the motion carried.

ADJOURN.

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

Minutes approve this the 20th day of May 2019.



Hon. Butch Lee, Mayor

Attest:



Hon. Angela Bean, City Clerk

