

MINUTES
REGULAR BOARD MEETING
BRANDON BOARD OF ALDERMEN
BUTCH LEE, MAYOR PRESIDING
SEPTEMBER 3, 2019

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

2. INVOCATION AND PLEDGE OF ALLEGIANCE

- Kade Upchurch, Boy Scouts Troop 229-Invocation.
- Wyatt Eaton, Boy Scouts Troop 229-Pledge of Allegiance.

3. PUBLIC COMMENTS AND RECOGNITIONS

- Brad Calhoun – Candidate for District 3 Supervisor.

4. OLD BUSINESS

1. Consideration to approve the Regular Board Meeting Minutes of August 19, 2019 and Recessed Board Meeting of August 26, 2019.

Alderman Coker 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. Consideration to approve the 2019 creek maintenance fee to Richland Creek Watershed District in the amount of \$5,000.00 and authorize payment of the same.

Alderman Morris made the motion to approve agenda item 5.1, in accordance with the related memo from the Mayor, which is appended hereto, seconded by Alderman Vinson and upon unanimous vote the motion carried.

6. WILLIAM THOMPSON, POLICE DEPARTMENT

1. Request permission to change shift hours (12hr. to 8 hr.) for Patrol Officer Amanda Marbury effective August 7, 2019 pursuant to the memo.
2. Consideration to approve the renewal agreement with Advantage Business Systems, a state contract vendor, for a copier rental and authorize the Mayor to execute the same.

Alderman Corley made the motion to approve agenda items 6.1 & 6.2, in accordance with the related memos from the Police Department, which are appended hereto, seconded by Alderman Coker and upon unanimous vote the motion carried.

7. BRIAN ROBERTS, FIRE DEPARTMENT

1. Monthly Reports:
 - a. Siren Report; functions properly: N Issues: Shiloh Park malfunction
 - b. EMS Report; # of P1 calls: 184 Average Response Time: 7:12
2. Request permission to remove Rob Fisher, Dextor Harris and Joshua Burt from the part-time roster and the payroll system.
3. Request permission to hire Bob Benton, Karlen Bogan and Chase Watson as part-time firefighters effective September 4, 2019 and set rate of pay pursuant to the memo.
4. Request permission to adjust salary of Firefighter Dylan Sanchez, effective September 2, 2019, pursuant to the memo.

Alderman Vinson made the motion to approve agenda items 7.2 - 7.4, in accordance with the related memos from the Fire Department, which are appended hereto, seconded by Alderman Williams and upon unanimous vote the motion carried.

8. CHARLES SMITH, PUBLIC WORKS DEPARTMENT

1. Request permission to purchase a used Vemeer VX30-500 vacuum excavator from Vemeer Midsouth, as the lowest and best quote received, in the amount of \$22,750.00 and authorize payment of the same.
2. Request permission to waive water and sewer tap fees for the new Rankin County shop, in accordance with the city's practice to waive such fees for government construction/buildings.
3. Consideration to approve the utility adjustments/denials pursuant to the memo.
4. Consideration to declare an emergency the repairs to a water main located at 73 Crossgates Drive from Utility Constructors, Inc. and WW Solutions, Inc. in the total amount of \$32,108.01 and authorize payments of the same.
5. Request permission to hire John Jenkins as a Water Laborer II effective September 4, 2019 and set rate of pay pursuant to the memo.

Alderman Morris made the motion to approve agenda items 8.1-8.5, in accordance with the memos from the Public Works Department, which are appended hereto, seconded by Alderman Corley and upon unanimous vote the motion carried.

6. Consideration to approve the Utility Constructors, Inc. invoice in the amount of \$41,586.52 for the water main installation at the intersection of North Street and Tamberline and authorize payment of the same.

7. Consideration to declare an emergency the repairs to the fire hydrant behind Kroger from Utility Constructors, Inc. in the amount of \$6,632.00 and authorize payment of the same.
8. Consideration to declare an emergency the repairs to the sewer service and tap at 102 Thorngate Drive from Utility Constructors, Inc. in the amount of \$10,739.00 and authorize payment of the same.
9. Request permission to release the certificate of deposit that has been held in lieu of retainage for the Mary Myles Sewer Project from Hemphill Construction.

Alderman Williams made the motion to approve agenda items 8.6 - 8.9, 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.

9. MATTHEW DODD, COMMUNITY DEVELOPMENT DEPARTMENT

1. Request permission for Jesse Green to attend the International Building Code Training Class in Jackson, MS on September 18-20, 2019.
2. Request permission for Randy Barnes to attend the Building Inspector Code Training Class in Pearl, MS on September 18-20, 2019.
3. Request permission to terminate the seasonal employment of Mary Claire Ford effective August 9, 2019.
4. Consideration to waive the permit fees associated with the new Brandon Middle School Construction Project, in accordance with the city's practice to waive such fees for government construction/buildings.
5. Consideration to approve the Memorandum of Agreement between the Mississippi Department of Transportation and the City of Brandon and authorize the Mayor to execute the same with regard to the Boyce Thompson Drive Bike Lanes Project.

Alderman Coker made the motion to approve agenda items 9.1 - 9.5, in accordance with the related memos from the Community Development Department, which are appended hereto, seconded by Alderman Vinson and upon unanimous vote the motion carried.

6. Consideration to approve the Site Plan and Architectural Plan for the new Trustmark Bank to be located on W. Government Street (Parcel #H8Q-7).

Alderman Morris made the motion to approve agenda item 9.6, in accordance with the related memo from the Community Development Department, which is appended hereto, seconded by Alderman Corley and upon unanimous vote the motion carried.

7. Public hearing and board action with regard to the consideration of a variance request for LaToya Archie located at 203 Mary Myles Drive (Parcel #H9Q-41).

The public hearing was opened with respect to agenda item 9.7 whereupon the Director of Community Development advised that all pre-requisites to the public hearing had been met and that the planning commission voted to recommend approval of the application and then presented a Staff Report to the board relative to the application containing relevant information related to the application, the public hearing, the action of the planning commission and the recommendation of the Community Development Department which is appended hereto. The Director then generally explained the application and matters related thereto. Those in favor of or in opposition to the application or otherwise desiring to provide public comment regarding the application were requested to provide public comment. No one spoke in favor of or in opposition to the application or provided any other public comment relative to the same. The public hearing was then closed. Thereafter, based on the Staff Report, which is incorporated herein, and the matters and things presented at the public hearing, Alderman Williams made the motion to approve the variance request as presented, seconded by Alderman Corley and upon unanimous vote the motion carried.

10. RAMIE FORD, PARK & RECREATIONS DEPARTMENT

1. Accept the resignation of Michela Haggerty effective August 31, 2019 and Jeff Parish effective September 6, 2019.
2. Request permission to change the employment status of Park Laborer Robert Tallant from part-time to full-time effective September 9, 2019 and set rate of pay pursuant to the memo.

Alderman Vinson made the motion to approve agenda items 10.1 & 10.2, in accordance with the related memos from the Parks and Recreation Department, which are appended hereto, seconded by Alderman Corley and upon unanimous vote the motion carried.

11. ANGELA BEAN, CITY CLERK

1. Request permission to offer and purchase flu shots for the City of Brandon employees from Trustcare Health Services in the amount of \$25.00 per shot; finding that this benefit is critical to ensuring adequate staffing during cold and flu season which is a direct benefit to the citizenry and an overall savings to the City from the standpoint of lost time from work.
2. Consideration to approve the taxing and spending plan for fiscal year 2019-2020 and authorize publication of the same.
3. Consideration to approve the:
 - a. Docket of claims for September 3, 2019.
 - b. Electronic fund transfers for August 2019.

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

EXECUTIVE SESSION

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

Alderman Morris made the motion to go into Executive Session for the reason stated and specifically to discuss potential annexation litigation, seconded by Alderman Coker and upon unanimous vote the motion carried.

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

(That no votes were taken in Executive Session was announced upon return to the board room.)

ADJOURN UNTIL MONDAY, SEPTEMBER 16, 2019.

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

Minutes approved this the 16th day of September 2019.



Hon. Butch Lee, Mayor

Attest:



Hon. Angela Bean, City Clerk

