

MINUTES OF THE REGULAR BOARD MEETING OF THE MAYOR AND BOARD OF
ALDERMAN OF THE CITY OF BRANDON, MISSISSIPPI
HELD ON FEBRUARY 1, 2016

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 Christopher, Corley, Morris, Williams, and Coker were present. Alderman Vinson was absent. Alderman Williams led the prayer and Alderman Coker led the Pledge of Allegiance. Public Comments/ Recognitions: None.

1.

APPROVE THE MINUTES OF REGULAR BOARD MEETING JANUARY 19, 2016

Alderman Corley made the motion to approve the Minutes of the Regular Board Meeting of January 19, 2016, which are appended hereto, seconded by Alderman Coker, and upon unanimous vote the motion carried.

2.

APPROVE RESOLUTION REQUESTING THE LEGISLATURE OF THE STATE OF MISSISSIPPI TO ENACT LOCAL AND PRIVATE LEGISLATION TO AUTHORIZE THE GOVERNING AUTHORITIES OF THE CITY OF BRANDON TO LEVY A TAX UPON THE GROSS PROCEEDS OF ROOM RENTALS FROM HOTELS AND MOTELS WITHIN THE CITY FOR THE PURPOSE OF FUNDING AN AMPHITHEATER AND OTHER ANCILLARY IMPROVEMENTS; TO PROVIDE SUCH TAX SHALL BE COLLECTED BY THE STATE TAX COMMISSION AND PAID TO THE CITY OF BRANDON

Alderman Morris made the motion to approve a Resolution requesting the Legislature of the State of Mississippi to enact local and private legislation to authorize the governing authorities of the City of Brandon to levy a tax upon the gross proceeds of room rentals from hotels and motels within the City for the purpose of funding an amphitheater and other ancillary improvements; and to provide such tax shall be collected by the State Tax Commission and paid to the City, in accordance with the memo from the Mayor, which is appended hereto, seconded by Alderman Williams, and upon unanimous vote the motion carried.

3.

APPROVE AMENDMENT NO. 1 TO TASK ORDER NO. 5 WITH WAGGONER ENGINEERING, INC. AUTHORIZING A SAMPLING AND TESTING PROGRAM IN THE AMOUNT OF \$9,000.00 WITH REGARD TO THE CROSSGATES LAKE RESTORATION PROJECT AND AUTHORIZE THE MAYOR AND THE CITY CLERK TO EXECUTE THE SAME

Alderman Coker made the motion to approve Amendment No. 1 to Task Order No. 5 with Waggoner Engineering, Inc. authorizing a sampling and testing program in the amount of \$9,000.00 with regard to the Crossgates Lake Restoration Project and to authorize the Mayor and

the City Clerk to execute the same, in accordance with the memo from the Mayor, which is appended hereto, seconded by Alderman Corley, and upon unanimous vote the motion carried.

4.

APPROVE THE NON-EXCLUSIVE FRANCHISE AGREEMENT WITH COMCAST OF SOUTHERN MISSISSIPPI, INC. AND AUTHORIZE THE MAYOR AND CITY CLERK TO EXECUTE THE SAME

Alderman Corley made the motion to approve the non-exclusive franchise agreement with Comcast of Southern Mississippi, Inc. and authorize the Mayor and City Clerk to execute the same, in accordance with the memo from the Mayor, which is appended hereto, seconded by Alderman Morris, and upon unanimous vote the motion carried.

5.

APPROVE CONTRACT WITH PYRO FIRE DISPLAYS FOR A FIREWORK DISPLAY IN THE AMOUNT OF \$3,500.00 AT THE JULY 1, 2016 GOD AND COUNTRY PROGRAM, AUTHORIZE PAYMENT OF THE SAME AND AUTHORIZE THE MAYOR AND CITY CLERK TO EXECUTE THE SAME; APPROVE CONTRACT WITH MOJO PHOTO BOOTH FOR THE 2016 PRINCESS BALL AND AUTHORIZE THE MAYOR AND CITY CLERK TO EXECUTE THE SAME; APPROVE CONTRACT WITH MISS MISSISSIPPI FOR HER APPEARANCE DURING THE 2016 PRINCESS BALL AT A COST OF \$374.00, AUTHORIZE PAYMENT OF THE SAME AND AUTHORIZE THE MAYOR AND CITY CLERK TO EXECUTE THE SAME; APPROVE BID FOR BRANDON PERFORMANCE HALL RENOVATIONS FROM CAL-MAR CONSTRUCTION IN THE AMOUNT OF \$41,867.00, AS THE LOWEST AND BEST BID RECEIVED, AND AUTHORIZE THE MAYOR AND CITY CLERK TO EXECUTE RELATED DOCUMENTS; AND RESCIND BOARD ACTION TAKEN ON DECEMBER 7, 2015, ITEM #3 IN THE MINUTES WITH REGARD TO THE CIVIC CENTER ELECTRICAL IMPROVEMENTS AND APPROVE QUOTE FROM ELCON ELECTRICAL CONTRACTORS IN THE AMOUNT OF \$26,919.03, AS THE LOWEST AND BEST QUOTE RECEIVED, FOR CIVIC CENTER ELECTRICAL IMPROVEMENTS AND REVISE BUDGET ACCORDINGLY

Alderman Williams made the motion to approve the contract with Pyro Fire Displays for a firework display in the amount of \$3,500.00 at the July 1, 2016 God and Country Program, authorize payment of the same and authorize the Mayor and City Clerk to execute the same; to approve the contract with MOJO Photo Booth for the 2016 Princess Ball and authorize the Mayor and City Clerk to execute the same; to approve the contract with Miss Mississippi for her appearance during the 2016 Princess Ball at a cost of \$374.00, authorize payment of the same and authorize the Mayor and City Clerk to execute the same; to approve the bid for Brandon Performance Hall Renovations from Cal-Mar Construction in the amount of \$41,867.00, as the lowest and best bid received, and authorize the Mayor and City Clerk to execute related documents; and to rescind board action taken on December 7, 2015, Item #3 in the minutes with regard to the Civic Center Electrical Improvements and approve quote from Elcon Electrical Contractors in the amount of \$26,919.03, as the lowest and best quote received, for Civic Center

Electrical Improvements and revise budget accordingly, in accordance with the memos from the Event Coordinator, which are appended hereto, seconded by Alderman Corley, and upon unanimous vote the motion carried.

6.

APPROVE ADVERTISEMENT OF THE SENIOR CENTER IN THE MISSISSIPPI SQUARE & ROUND DANCE FESTIVAL PROGRAM IN THE AMOUNT OF \$70.00

Alderman Morris made the motion to approve an advertisement of the Senior Center in the Mississippi Square & Round Dance Festival program in the amount of \$70.00 for the purpose of advertising and to bring into favorable notice of the opportunities and possibilities of the City, first finding that this mode of advertising is in the best interests of the City, in accordance with the memo from Senior Services, which is appended hereto, seconded by Alderman Coker, and upon unanimous vote the motion carried.

7.

APPROVE PURCHASE OF TEN (10) IN CAR CAMERAS FROM TCS WARE IN THE AMOUNT OF \$49,901.10, A SOLE SOURCE VENDOR; APPROVE ADDITION OF OFFICER FRED SHANKS TO THE RESERVE PATROL ROSTER EFFECTIVE FEBRUARY 2, 2016; AND HIRE BRADLEY TURNER AS PATROLMAN AND SET SALARY EFFECTIVE FEBRUARY 2, 2016

Alderman Williams made the motion to approve the purchase of ten (10) in car cameras from TCS Ware in the amount of \$49,901.10, a sole source vendor; to add Officer Fred Shanks to the Reserve Patrol Roster effective February 2, 2016; and to hire Bradley Turner as Patrolman and set salary effective February 2, 2016, in accordance with the memos from the Police Chief, which are appended hereto, seconded by Alderman Coker, and upon unanimous vote the motion carried.

8.

ACCEPT DONATION IN THE AMOUNT OF \$1,500.00 FROM BOB BOYTE HONDA TO BE USED FOR THE "BOBBY GENE BOYTE" SCHOLARSHIP FUND AND APPROVE AWARD TO CAPTAIN JUSTIN ADCOCK

Alderman Corley made the motion to accept the donation in the amount of \$1,500.00 from Bob Boyte Honda to be used for the "Bobby Gene Boyte" Scholarship Fund and to approve the award to Captain Justin Adcock, in accordance with the memo from the Fire Chief, which is appended hereto, seconded by Alderman Coker, and upon unanimous vote the motion carried.

9.

ADD CANDACE RONDEAU TO THE FIRE DEPARTMENT RESERVE ROSTER EFFECTIVE FEBRUARY 2, 2016

Alderman Williams made the motion to add Candace Rondeau to the Fire Department Reserve Roster effective February 2, 2016, in accordance with the memo from the Fire Chief, which is appended hereto, seconded by Alderman Morris, and upon unanimous vote the motion carried.

10.

APPROVE TRAVEL FOR DIVISION CHIEF CRAIG NASH AND CAPTAIN JON JOHANSON TO TRAVEL TO MERIDIAN, MS TO ATTEND THE MS STATE OFFICE OF HOMELAND SECURITY TRAINING ON FEBRUARY 15-19, 2016; APPROVE TRAVEL FOR DIVISION CHIEF CRAIG NASH TO TRAVEL TO PHILADELPHIA, MS TO ATTEND THE MS OFFICE OF HOMELAND SECURITY TASKFORCE II MEETING ON FEBRUARY 5, 2016; APPROVE TRAVEL FOR CAROLYN PALMER TO TRAVEL TO BAY ST. LOUIS, MS TO ATTEND THE 2016 EMERGENCY SERVICES ADMINISTRATIVE PROFESSIONALS CONFERENCE ON MAY 4-6, 2016; APPROVE TRAVEL FOR CHIEF TERRY WAGES, ASSISTANT CHIEF RICHARD FORTUNE, AND CAPTAIN MATT HEAD TO TRAVEL TO OCALA, FL TO INSPECT THE TWO NEW E-ONE FIRE TRUCKS ON FEBRUARY 18-20, 2016; APPROVE EMS CONTRACT AMENDMENT WITH PAFFORD MEDICAL SERVICES, INC. AND AUTHORIZE THE MAYOR AND CITY CLERK TO EXECUTE THE SAME; GRANT SOUTHERN PINE ELECTRIC A RIGHT-OF-WAY EASEMENT FOR FIRE STATION #5 LOCATED AT 1058 STAR ROAD AND AUTHORIZE THE MAYOR AND CITY CLERK TO EXECUTE THE SAME; APPROVE REVISED PROMOTIONAL SYSTEM POLICY FOR THE BRANDON FIRE DEPARTMENT; AND APPROVE THE AGREEMENT WITH CENTERPOINT ENERGY WITH REGARD TO GAS MAIN EXTENSION TO SERVICE FIRE STATION #5 LOCATED AT 1058 STAR ROAD IN THE AMOUNT OF \$15,061.00 AND AUTHORIZE THE MAYOR AND CITY CLERK TO EXECUTE THE SAME

Alderman Corley made the motion to approve travel for Division Chief Craig Nash and Captain Jon Johanson to travel to Meridian, MS to attend the MS State Office of Homeland Security Training on February 15-19, 2016; to approve travel for Division Chief Craig Nash to travel to Philadelphia, MS to attend the MS Office of Homeland Security Taskforce II Meeting on February 5, 2016; to approve travel for Carolyn Palmer to travel to Bay St. Louis, MS to attend the 2016 Emergency Services Administrative Professionals Conference on May 4-6, 2016; to approve travel for Chief Terry Wages, Assistant Chief Richard Fortune, and Captain Matt Head to travel to Ocala, FL to inspect the two new E-One fire trucks on February 18-20, 2016; to approve EMS contract amendment with Pafford Medical Services, Inc. and authorize the Mayor and City Clerk to execute the same; to grant Southern Pine Electric a Right-Of-Way Easement for the Fire Station #5 located at 1058 Star Road and to authorize the Mayor and City Clerk to execute the same; to approve revised Promotional System Policy for the Brandon Fire Department; and to approve the agreement with Centerpoint Energy with regard to gas main extension to service the Fire Station #5 located at 1058 Star Road in the amount of \$15,061.00 and to authorize the Mayor and City Clerk to execute the same, in accordance with the memos from the Fire Chief, which are appended hereto, seconded by Alderman Morris, and upon unanimous vote the motion carried.

11.

HIRE JENNIFER ALBRIGHT AS ADMINISTRATIVE ASSISTANT EFFECTIVE FEBRUARY 8, 2016 AND SET SALARY; APPROVE QUOTE FROM MIDSOUTH ELEVATOR IN THE AMOUNT OF \$5,883.00 AND AUTHORIZE PAYMENT OF THE SAME; AND HIRE ROBERT KING AS WATER LABORER II EFFECTIVE FEBRUARY 8, 2016 AND SET SALARY

Alderman Morris made the motion to hire Jennifer Albright as Administrative Assistant effective February 8, 2016 and set salary; to approve the quote from Midsouth Elevator in the amount of \$5,883.00, as the lowest and best quote received, and authorize payment of the same; and to hire Robert King as Water Laborer II effective February 8, 2016 and set salary, in accordance with the memos from the Public Works Director, which are appended hereto, seconded by Alderman Williams, and upon unanimous vote the motion carried.

12.

APPROVE HEATHER PARISH AND THE CODE ENFORCEMENT OFFICER TO ATTEND THE MS BUILDING OFFICIALS 2011 NEA CODE CLASS IN PEARL, MS ON MARCH 31-APRIL 1, 2016; APPROVE JIMMY SMITH AND THE CODE ENFORCEMENT OFFICER TO ATTEND THE 2016 MS ASSOCIATION OF CODE ENFORCEMENT FALL CONFERENCE IN RIDGELAND, MS ON MARCH 16-18, 2016; APPROVE THE SITE AND ARCHITECTURAL PLANS FOR BRANDON HIGH SCHOOL FOOTBALL STADIUM LOCATED AT 3090 HIGHWAY 18; AND APPROVE A NON-DISCLOSURE AGREEMENT WITH RANKIN COUNTY FOR THE USE OF PARCEL DATA AND ADDRESSING DATA AT A COST OF \$714.98 AND AUTHORIZE THE MAYOR AND CITY CLERK TO EXECUTE THE SAME

Alderman Coker made the motion to approve Heather Parish and the Code Enforcement Officer to attend the MS Building Officials 2011 NEA Code Class in Pearl, MS on March 31-April 1, 2016; to approve Jimmy Smith and the Code Enforcement Officer to attend the 2016 MS Association of Code Enforcement Fall Conference in Ridgeland, MS on March 16-18, 2016; to approve the site and architectural plans for Brandon High School Football Stadium located at 3090 Highway 18; and to approve a non-disclosure agreement with Rankin County for the use of parcel data and addressing data at a cost of \$714.98 and authorize the Mayor and City Clerk to execute the same, in accordance with the memos from the Community Development Director, which are appended hereto, seconded by Alderman Corley, and upon unanimous vote the motion carried.

13.

HIRE CLAY WEEKS AS PLANS EXAMINER/BUILDING INSPECTOR EFFECTIVE FEBRUARY 8, 2016 AND APPROVE SALARY

Alderman Williams made the motion to hire Clay Weeks as Plans Examiner/Building Inspector effective February 8, 2016 and approve salary, in accordance with the memo from the

Community Development Director, which is appended hereto, seconded by Alderman Corley, and upon unanimous vote the motion carried.

14.

APPROVE QUOTE FROM RAINEY ELECTRONICS IN THE AMOUNT OF \$31,514.00 FOR SIX (6) WIRELESS SCOREBOARDS FOR THE SHILOH PARK IMPROVEMENT PROJECTS AND AUTHORIZE PAYMENT OF THE SAME; AND APPROVE AGREEMENT WITH ADVANTAGE BUSINESS SYSTEMS, STATE CONTRACT VENDOR, FOR A COLOR COPIER AND AUTHORIZE THE MAYOR AND CITY CLERK TO EXECUTE THE SAME

Alderman Morris made the motion to approve the quote from Rainey Electronics in the amount of \$31,514.00, as the lowest and best quote received, for six (6) wireless scoreboards for the Shiloh Park Improvement Projects and to authorize payment of the same; and to approve an agreement with Advantage Business Systems, state contract vendor, for a color copier and to authorize the Mayor and City Clerk to execute the same, in accordance with the memos from the Parks and Recreation Department, which are appended hereto, seconded by Alderman Coker, and upon unanimous vote the motion carried.

15.

APPROVE MCCARTY KING CONSTRUCTION CHANGE ORDER #4 WITH REGARD TO THE SHILOH PARK IMPROVEMENT PROJECT IN THE AMOUNT OF \$142,373.20 AND THE ADDITION OF 30 CALENDAR DAYS FOR THE ADDITION OF SIDEWALKS AND SEAT WALLS

Alderman Williams made the motion to approve McCarty King Construction Change Order #4 with regard to the Shiloh Park Improvement Project in the amount of \$142,373.20 and the addition of 30 calendar days for the addition of sidewalks and seat walls, first finding that such changes are being made in a commercially reasonable manner and are not being made to circumvent the public purchasing statutes, in accordance with the memo from the Parks and Recreation Department, which is appended hereto, seconded by Alderman Coker, and upon unanimous vote the motion carried.

16.

APPROVE AGREEMENT WITH ADVANTAGE BUSINESS SYSTEMS, STATE CONTRACT VENDOR, FOR A MINOLTA COLOR COPIER FOR THE CITY CLERK'S OFFICE; AND APPROVE THE DOCKET OF CLAIMS FOR FEBRUARY 1, 2016, WITH THE EXCEPTION OF MS DEPARTMENT OF SECURITY CLAIM #2036 IN THE AMOUNT OF \$3,951.52

Alderman Corley made the motion to approve an agreement with Advantage Business Systems, state contract vendor, for a Minolta Color Copier for the City Clerk's Office; and to approve the Docket of Claims for February 1, 2016, with the exception of MS Department of Security Claim #2036 in the amount of \$3,951.52, in accordance with the memos from the City

Clerk, which are appended hereto, seconded by Alderman Morris, and upon unanimous vote the motion carried.

17.
EXECUTIVE SESSION

Alderman Morris made the motion to consider the need to go into executive session to discuss potential litigation and the acquisition of real property, seconded by Alderman Corley, and upon unanimous vote the motion carried.

Alderman Morris then made the motion to go into executive session for the reasons stated, and more specifically to discuss matters involving the Sheriff's Department and property located near Shiloh Park, seconded by Alderman Corley, and upon unanimous vote the motion carried.

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

(No votes were taken in Executive Session.)

18.
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 February 16, 2016.

MINUTES APPROVED THIS THE 16TH DAY OF FEBRUARY, 2016.

ATTEST:

Angela Bean
ANGELA BEAN, CITY CLERK

