

MINUTES OF THE REGULAR BOARD MEETING OF THE MAYOR AND BOARD OF
ALDERMAN OF THE CITY OF BRANDON, MISSISSIPPI
HELD ON SEPTEMBER 8, 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 Corley, Christopher, Williams, Morris, Coker, Vinson, and Morrow were present. Alderman Williams led the prayer and Alderman Morrow led the Pledge of Allegiance. Public Comments/Recognitions: None.

1.

APPROVE THE MINUTES OF AUGUST 17, 2015 AND RECESSED MEETING MINUTES
OF AUGUST 19, 2015

Alderman Coker made the motion to approve the minutes of September 17, 2015 and recessed meeting minutes of September 19, 2015, which are appended hereto, seconded by Alderman Morris, and upon unanimous vote the motion carried.

2.

AMEND THE PROFESSIONAL SERVICE AGREEMENT WITH WIER BOERNER ALLIN ARCHITECTURE, PLLC REGARDING THE BRANDON AMPHITHEATER; TO ACCEPT THE SHILOH PARKS AND RECREATION IMPROVEMENTS BIDS RECEIVED ON SEPTEMBER 3, 2015, AND AWARD TO MCCARTY KING CONSTRUCTION IN THE AMOUNT OF \$4,251,000.00 (INCLUDING ALTERNATIVES 1-5) AS LOWEST AND BEST BID RECEIVED; TO SPREAD ORDER APPROVING THE 2015 TARIFF PETITION ON THE MINUTES; APPROVE A PROFESSIONAL SERVICE AGREEMENT WITH RF OUTDOOR CONSULTING, LLC WITH REGARD TO PARK AND ATHLETIC FACILITIES AND TO RESCIND PRIOR ACTIONS RELATIVE TO RAMIE FORD IN LIEU OF THIS AGREEMENT

Alderman Morrow made the motion to amend the professional service agreement with Wier Boerner Allin Architecture, PLLC regarding the Brandon Amphitheater; to accept the Shiloh Parks and Recreation Improvements bids received on September 3, 2015, and award to McCarty King Construction in the amount of \$4,251,000.00 (including alternatives 1-5) as lowest and best bid received; to spread the Order approving the 2015 Tariff Petition on the Minutes; to approve a Professional Service Agreement with RF Outdoor Consulting, LLC with regard to park and athletic facilities and to rescind prior actions relative to Ramie Ford in lieu of this agreement, all in accordance with the memos from the Mayor, which are appended hereto, seconded by Alderman Morris, and upon unanimous vote the motion carried.

3.

ADVERTISE IN THE CLARION LEDGER AT A COST OF \$300.00 FOR THE BRANDON MARKET TO PROMOTE THE CITY AND ITS RESOURCES, AND ADVERTISE IN THE MAGNOLIA MAGAZINE AT A COST OF \$400.00 FOR THE MILITARY BALL/VETERAN'S BREAKFAST TO PROMOTE THE CITY AND ITS RESOURCES

Alderman Morrow made the motion to advertise in the Clarion Ledger at a cost of \$300.00 for the Brandon Market to promote the City and its resources, and to advertise in the Magnolia Magazine at a cost of \$400.00 for the Military Ball/Veteran's Breakfast, 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, seconded by Alderman Corley, and upon unanimous vote the motion carried.

4.

TRANSFER PAIGE RAMAGE FROM INMATE SECURITY OFFICER TO DISPATCH EFFECTIVE SEPTEMBER 9, 2015, AND ADJUST SALARY ACCORDING TO THE MEMO; TO RENEW THE PROFESSIONAL ANNUAL MAINTENANCE AGREEMENT, OCTOBER 2015-SEPTEMBER 2016, FOR HARRIS GLOBAL SOFTWARE IN THE AMOUNT OF \$36,704.00 AND APPROVE PAYMENT OF THE SAME; TO ACCEPT THE RESIGNATION OF OFFICER JOSEPH JENKINS EFFECTIVE SEPTEMBER 10, 2015; TO SURPLUS AND DESTROY ITEMS THAT ARE NO LONGER OF VALUE TO THE CITY; TO ACCEPT SIX (6) DONATIONS TOTALING \$1,200.00 AND DEPOSIT INTO THE DRUG SEIZURE ACCOUNT; USE DEPARTMENT OF PUBLIC SAFETY FUNDS IN THE AMOUNT OF \$2,700.00 TO UPGRADE THE RECORDING SYSTEM; AND TO TRANSFER ANNA GIPSON FROM PART-TIME PARK LABORER TO INMATE SECURITY OFFICER EFFECTIVE SEPTEMBER 8, 2015, AND APPROVE SALARY

Alderman Vinson made the motion to transfer Paige Ramage from Inmate Security Officer to Dispatch effective September 9, 2015, and to adjust salary according to the memo; to renew the professional annual maintenance agreement, October 2015-September 2016, for Harris Global Software in the amount of \$36,704.00 and to approve payment of the same; to accept the resignation of Officer Joseph Jenkins effective September 10, 2015; and to surplus and destroy items that are no longer of value to the City as set forth in the memo; to accept six (6) donations totaling \$1,200.00 and deposit into the Drug Seizure account under the DARE line item for use in the DARE program; to authorize use of Department of Public Safety Funds in the amount of \$2,700.00 to upgrade the recording system; and to transfer Anna Gipson from part-time park Laborer to Inmate Security Officer effective September 8, 2015, and approve salary, all in accordance with the memos from the Police Chief, which are appended hereto, seconded by Alderman Corley, and upon unanimous vote the motion carried.

5.

APPROVE DIVISION CHIEF CRAIG NASH TO TRAVEL TO MERIDIAN, MS TO ATTEND NATIONAL SEARCH AND RESCUE LEVEL 1 COURSE ON SEPTEMBER 28 – OCTOBER 2, 2015; APPROVE DIVISION CHIEF BEN WARREN TO TRAVEL TO GULFPORT, MS TO ATTEND THE 2015 FIRE DEPARTMENT TRAINING CHIEFS CONFERENCE ON SEPTEMBER 29 – OCTOBER 1, 2015; SURPLUS AND DESTROY ITEMS THAT ARE NO LONGER SERVICEABLE OR OF VALUE TO THE CITY; PURCHASE BALLPARK FENCING MATERIALS FROM A-1 KENDRICK FENCE COMPANY IN THE AMOUNT OF \$28,618.50 AS LOWEST AND BEST BID RECEIVED, FOR SHILOH PARK IMPROVEMENTS AND AUTHORIZE PAYMENT OF THE SAME; AND HIRE CODY MOSS, TRAVIS MARTIN, DILAN SAN JUAN SANCHEZ AND PATRICK TERRELL AS FIREFIGHTERS EFFECTIVE SEPTEMBER 9, 2015, AND APPROVE SALARIES

Alderman Morrow made the motion to approve Division Chief Craig Nash to travel to Meridian, MS to attend a National Search and Rescue Level 1 course on September 28 – October 2, 2015; to approve Division Chief Ben Warren to travel to Gulfport, MS to attend the 2015 Fire Department Training Chiefs Conference on September 29 – October 1, 2015; to surplus and destroy items that are no longer serviceable or of value to the city as set forth in the memo; to purchase ballpark fencing materials from A-1 Kendrick Fence Company in the amount of \$28,618.50 as lowest and best bid received, for Shiloh Park Improvements and to authorize payment of the same; and to hire Cody Moss, Travis Martin, Dilan San Juan Sanchez and Patrick Terrell as Firefighters effective September 9, 2015, and to approve salaries, all in accordance with the memos from the Fire Chief, which are appended hereto, seconded by Alderman Coker, and upon unanimous vote the motion carried.

6.

APPROVE A TWO (2) YEAR PROFESSIONAL SERVICES PREVENTATIVE MAINTENANCE AGREEMENT FOR A CATERPILLAR 259D MULTI-TERRAIN LOADER WITH PUCKETT MACHINERY IN THE AMOUNT OF \$7,560.00 AND AUTHORIZE PAYMENT OF THE SAME; TO APPROVE A TWO (2) YEAR PROFESSIONAL SERVICES PREVENTATIVE MAINTENANCE AGREEMENT FOR A CATERPILLAR 303.5 MINI HYDRAULIC EXCAVATOR WITH PUCKETT MACHINERY IN THE AMOUNT OF \$5,240.00 AND AUTHORIZE PAYMENT OF THE SAME; TO APPROVE PROFESSIONAL ENGINEERING & SURVEY SERVICES AGREEMENT WITH GUEST CONSULTANTS FOR DEVELOPMENT OF CITY LIMITS ROAD WATER AND SEWER IMPROVEMENTS; TO APPROVE THE QUOTE FROM JOHN RAMSAY CONSTRUCTION, LLC IN THE AMOUNT OF \$17,561.91, FOR SHILOH PARK IMPROVEMENTS AND AUTHORIZE PAYMENT OF THE SAME; TO APPROVE PAY REQUEST #3 (FINAL) FROM MIMS, INC. IN THE AMOUNT OF \$7,212.30 FOR SUNSET DRIVE, SUNCHASE AND NORTH STREET WATER LINES PROJECT; AND TO APPROVE THE GENERAL SERVICES AGREEMENT WITH PICKERING FIRM, INC. REGARDING WATER AND WASTEWATER MASTER PLANS TO INCLUDE A RATE ANALYSIS FOR THE CITY'S WATER AND SEWER SYSTEMS IN THE AMOUNT OF \$232,000.00

Alderman Corley made the motion to approve a two (2) year Professional Service Preventative Maintenance Agreement for a Caterpillar 259D Multi-Terrain Loader with Puckett Machinery in the amount of \$7,560.00 and authorize payment of the same; to approve a two (2) year Professional Services Preventative Maintenance Agreement for a Caterpillar 303.5 Mini Hydraulic Excavator with Puckett Machinery in the amount of \$5,240.00 and authorize payment of the same; to approve a Professional Engineering & Survey Services Agreement with Guest Consultants for development of City Limits Road Water and Sewer Improvements and authorize the Mayor and City Clerk to execute the same; to approve the quote from John Ramsay Construction, LLC in the amount of \$17,561.91 as lowest and best quote received, for Shiloh Park Improvements and authorize payment of the same; to approve Pay Request #3 (final) from Mims, Inc. in the amount of \$7,212.30 for Sunset Drive, Sunchase and North Street Water Lines Project and authorize payment of the same; and to approve the General Services Agreement with Pickering Firm, Inc. regarding Water and Wastewater Master Plans to include a rate analysis for the City water and sewer systems in the amount of \$232,000.00 and authorize payment of the same, all in accordance with the memos from the Public Works Director, which are appended hereto, seconded by Alderman Morris, and upon unanimous vote the motion carried.

7.

PUBLIC HEARING AND BOARD ACTION REGARDING A DIMENSIONAL VARIANCE REQUEST OF MAURICE WALKER TO CONSTRUCT A COVERED PATIO EXTENDING INTO THE REAR SETBACK AT 329 EASTRIDGE DRIVE

The Public Hearing was opened regarding a dimensional variance request of Maurice Walker to construct a covered patio extending into the rear setback at 329 Eastridge Drive. The Director of Community Development advised that all prerequisites to the public hearing have been met, and that the Planning Commission voted to recommend approval of the same. The Memo from the Director of Community Development with respect to the same, and the documents and things pertaining to the same, including the Minutes of the Planning Commission, are appended hereto and incorporated herein. The Director of Community Development advised the Board as to the reasons why the recommendation of the Planning Commission was to recommend approval of the application as set forth in her memo to the Board. The City Attorney then asked for public comments with respect to the same. Maurice Walker appeared in favor of the request. No one spoke in opposition to the request. The Public Hearing was then closed. Alderman Morris made the motion to approve the variance request, first incorporating the findings of the Planning Commission and the documents and things presented to and prepared by the Planning Commission and the Director of Community Development in relation to the application, which are appended hereto, seconded by Alderman Christopher, and upon unanimous vote the motion carried.

8.

APPROVE THE PROFESSIONAL SERVICES AGREEMENT WITH IWORQ IN THE AMOUNT OF \$6,825.00

Alderman Morrow made the motion to approve a Professional Services Agreement with iWorQ, a mobile based software, in the amount of \$6,825.00, and approve payment and to authorize the Mayor and City Clerk to execute the same, 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.

9.

APPROVE A PROFESSIONAL SERVICES AGREEMENT WITH GOVTPORTAL

Alderman Morrow made the motion to approve a Professional Services Agreement with GovtPortal, a secure payment processor, and to authorize the Mayor and City Clerk to execute the same, in accordance with the memo from the Park & Recreation Department, which is appended hereto, seconded by Alderman Vinson, and upon unanimous vote the motion carried.

10.

APPROVE MODIFIED PROFESSIONAL SERVICES AGREEMENT WITH RETAIL STRATEGIES FOR FY 16

Alderman Corley made the motion to approve the modified Professional Services Agreement with Retail Strategies for FY 16 and to authorize the Mayor and City Clerk to execute the same, in accordance with the memo from the Economic Department, which is appended hereto, seconded by Alderman Coker, and upon unanimous vote the motion carried.

11.

APPROVE BARNARD & SONS PAY ESTIMATE #4 IN THE AMOUNT OF \$493,316.00 WITH REGARD TO CONSTRUCTION OF FIRE STATIONS 2, 4 & 5; APPROVE THE FY 2016 TAXING AND SPENDING PLAN AND AUTHORIZE PUBLICATION OF THE NOTICE; TRANSFER REMAINING BALANCES FROM PARK PALS AND CONTRIBUTION IN LIEU OF ACCOUNTS TO THE GENERAL FUND AND CLOSE THE SAME; APPROVE THE DOCKET OF CLAIMS FOR SEPTEMBER 8, 2015; APPROVE THE FOX EVERETT CLAIMS RELEASED ON AUGUST 27, 2015; AND APPROVE THE ELECTRONIC TRANSFERS FOR AUGUST 2015

Alderman Coker made the motion to approve Barnard & Sons pay estimate #4 in the amount of \$493,316.00 with regard to the construction of Fire Stations 2, 4 & 5 and to authorize payment of the same; to approve the FY 2016 Taxing and Spending Plan and to authorize publication of the notice; to transfer remaining balances from Park Pals and Contribution in Lieu of accounts to the General Fund and to close the same; to approve the Docket of Claims for September 8, 2015; to approve the Fox Everett Claims released on August 27, 2015; and to approve the Electronic Transfers for August 2015, all in accordance with the memos from the

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

12.

PUBLIC HEARING REGARDING THE RESOLUTION ADOPTED JULY 20, 2015
AUTHORIZING AND APPROVING A LOAN ON BEHALF OF THE CITY FROM THE
MISSISSIPPI DEVELOPMENT AUTHORITY FOR THE PURPOSE OF
PURCHASING TWO (2) FIRE TRUCKS

The Public Hearing was opened with regard to a Resolution adopted July 20, 2015, authorizing and approving a loan on behalf of the City from the Mississippi Development Authority for the purpose of purchasing two (2) fire trucks. The City Clerk advised that all prerequisites to the public hearing have been met. The memo from the City Clerk is appended hereto and incorporated herein. The City Attorney then asked for public comments. No public comments were made. Alderman Morrow then made the motion to pursue the loan in accordance with the Resolution adopted July 20, 2015, authorizing and approving a loan on behalf of the City from the Mississippi Development Authority for the purpose of purchasing two (2) fire trucks, as proposed, for the reasons stated therein, seconded by Alderman Morris, and upon unanimous vote the motion carried.

13.

ADJOURN

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

Next Regular Board Meeting will be on September 21, 2015.

MINUTES APPROVED THIS THE 21st DAY OF SEPTEMBER, 2015.

ATTEST:



ANGELA BEAN, CITY CLERK



HON. BUTCH LEE, MAYOR

