

MINUTES OF THE REGULAR BOARD MEETING OF THE
MAYOR AND BOARD OF ALDERMEN OF THE CITY OF BRANDON, MISSISSIPPI
OF JANUARY 6, 2025 AT 6:00 P.M.
MAYOR BUTCH LEE, MAYOR PRESIDING

1. CALL TO ORDER – Mayor Lee and Aldermen Farris, Middleton, Womack, Williams, Vinson and Craine were present. Alderman Coker was absent.
2. INVOCATION AND PLEDGE OF ALLEGIANCE – Alderman Womack gave the invocation and led the Pledge of Allegiance.
3. PUBLIC COMMENTS AND RECOGNITIONS: None
4. OLD BUSINESS

1. Approve the Regular Board Meeting Minutes of December 16, 2024.

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

5. BUTCH LEE, MAYOR

6. MARY ANN HESS, CITY CLERK

1. Accept the quote from NJ Farms, Inc. as the lowest and best quote received to repair the driveway at the Star Road Fire Station in the amount of \$22,800.00 and approve payment. A second quote was received from Thornton Construction Co., in the amount of \$38,300.00.
 2. Authorization to pay an invoice from Benchmark Engineering & Surveying for structural engineering services at the Brandon City Hall in the amount of \$24,000.00.
 3. Approve the engagement letter for the FY 2024 Continuing Disclosure with Butler Snow attorneys and authorize the Mayor to execute the same and authorize payment.
 4. Authorization to close the bank account titled "SB 2971" at Community Bank. The project pertaining to this Senate Bill, "Civic Center lighting improvements", has been completed.
 5. Spread on the Minutes an order acknowledging the dismissal of a lawsuit against the City of Brandon (Government Employees Insurance Company a/s/o Jerrick Taylor v. City of Brandon, Mississippi.)
 6. Approve the pay schedule (itemized below) for election officials for the upcoming municipal elections to be held in 2025.
 7. Approve:
 - a. Docket of Claims for January 6, 2025.

- b. Fox Everett claims released on January 6, 2025.

Alderman Williams made the motion to approve agenda items 6.1-6.7 (a) & (b), in accordance with the memos from the City Clerk's Office, which are appended hereto, seconded by Alderman Craine, and upon unanimous vote the motion carried.

7. CARLY DEARMAN, PUBLIC WORKS DEPARTMENT

1. Approve Pay Request #3 in the amount of \$160,181.88 from Hemphill Construction Company for the Burnham Road Waterline Improvements Project and authorize payment of the same.
2. Approve Pay Request #1 in the amount of \$66,599.27 from Thornton Construction Company for the Morrow Orr Drainage Improvements Project and authorize payment of the same.
3. Approve utility adjustment approvals and denials pursuant to the memo, first finding that the adjustments are the result of unforeseen circumstances and that the customer did not receive the benefit of the service warranting a reduction or compromise.
4. Approve the following finalization items for the 2024 Eastgate Sidewalk Project.
 1. Approve the Final Summary Change Order in a credit amount of \$10,513.45 from Simmons Erosion Control and authorize the Mayor to execute the same.
 2. Approve Pay Request 4 FINAL (including the Final Summary Change Order) in the amount of \$12,936.25 from Simmons Erosion Control and authorize payment of the same.
5. Authorize Peter Hughes, Cole Rowland, & Tobias Harvey to attend the 2025 Water Certification Course in Richland, MS, on January 27-30, 2025.
6. Declare the 2004 John Deer Gator- vin #7267 and the 2022 Yanmar UTV - Vin #0398 as surplus and authorize sale at auction through GovDeals, first finding that both items are no longer of use to the City of Brandon due to various issues with each piece of equipment.
7. Declare as an emergency in accordance with MCA Section 31-7-13(k) the rebuilds of the two spare pumps at Provance Park Lift Station, approve the following invoices from Harvey Services, Inc. for emergency rebuilds of the pumps, and authorize payment of the same.
 1. Invoice#: 7261 - \$6,175.00 - Pump 1
 2. invoice#: 7293 - \$6,256.00 - Pump 2
8. Correct the approved CPI percentage increase for the General Construction Services & CCTV Services Term Bid to be modified to 1.9% for FY25 pursuant to the memo.

Alderman Farris made the motion to approve agenda items 7.1 – 7.8 in accordance with the memos from the Public Works Department which are appended hereto, seconded by Alderman Womack and upon unanimous vote the motion carried.

8. SAM HAWKINS, COMMUNITY DEVELOPMENT

1. Public hearing regarding a request to approve a Conditional Use application from James Polk to operate a package liquor store at 332 Crossgates Blvd (Parcel H9A-3).

The Public Hearing was opened with respect to the application for conditional use permit by James Polk. The Community Development Director advised that all of the prerequisites to the Public Hearing have been met. The Director presented Staff Report #24-027 (which is subject to amendment and/or modification) regarding the application which is to be included in the Minutes of the Public Hearing. Thereafter, Alderman Williams made the motion to continue the Public Hearing to January 21, 2025, during the Regular Board Meeting, seconded by Alderman Craine, and upon unanimous vote the motion carried.

2. Hire Hannah Harrell as a Receptionist and set rate of pay in accordance with the memo effective on January 7, 2024.
3. Set a Public hearing for January 21, 2025, during the Regular Board Meeting regarding a rezoning request for Greater New Friendship Missionary Baptist Church located at 722 Shiloh Rd (Parcel J8-14-30) - Case # 24-047 - Current Zoning of TND. The application seeks to change the zoning to RR.
4. Approve Colton Wofford and Jesse Green to travel to Starkville, MS for the Mississippi Association of Code Enforcement conference on February 21, 2025 and pay any associated travel expenses.
5. Approve the NPDES Phase II Stormwater Program 2024 annual report and authorize Mayor to execute the same.

Alderman Womack made the motion to approve agenda items 8.2-8.5, in accordance with the memos from the Community Development Department, which are appended hereto, seconded by Alderman Craine and upon unanimous vote the motion carried.

9. JOSEPH FRENCH, POLICE CHIEF

1. Accept the quote of Comsouth for the purchase of radios for the new patrol vehicles in the amount of \$17,156.48 as the lowest and best quote received and authorize purchase of the same. A second quote in the amount of \$22,179.84 was received from Communication Specialists, Inc.
2. Change the number of hours for Officer Quincy Phillips now that he is a School Resource Officer.

Alderman Vinson made the motion to approve agenda items 9.1 and 9.2 in accordance with the memos from the Police Department, which are appended hereto, seconded by Alderman Womack and upon unanimous vote the motion carried.

10. BRIAN ROBERTS, FIRE CHIEF

1. Hire Brad Grice as a Firefighter and set rate of pay according to the memo.

Alderman Farris made the motion to approve agenda item 10.1 in accordance with the memo from the Fire Department, which is appended hereto, seconded by Alderman Vinson and upon unanimous vote the motion carried.

11. EXECUTIVE SESSION

Alderman Womack made the motion to consider the need to enter into Executive Session, seconded by Alderman Farris and upon unanimous vote the motion carried.

Alderman Vinson then made the motion to enter into Executive Session to discuss the acquisition of real property, seconded by Alderman Craine and upon unanimous vote the motion carried.

First finding that all prerequisites have been met in accordance with MCA Section 43-37-3, Alderman Williams made the motion to authorize the Mayor to execute the Contract for the Purchase of Improved Commercial Real Estate regarding the property at 756 West Government Street from Robert E. Campbell in the amount of \$87,500.00 which is appended hereto, as described in that certain Amendment to Commercial Lease Contract of Sixteenth Section Land filed in Book 2024 at Page 20875, which purchase price is the lesser of the best negotiated price or the approved appraisal of the fair market value or the price at which the property is offered for sale, and to authorize Mayor and City Clerk to take such action to consummate the purchase of the same.

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

(That there was a vote taken in Executive Session was announced upon resuming the Regular Board Meeting out of Executive Session).

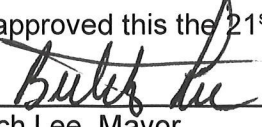
12. ADJOURN

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

(Next Regular Board Meeting: January 21, 2025¹)

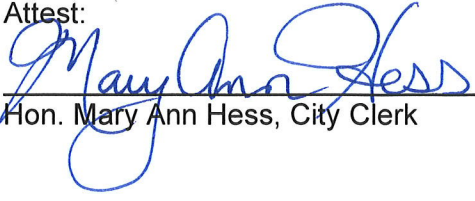
¹ In accordance with MCA Section 21-3-19, when a regular meeting of the mayor and board of aldermen shall fall upon a holiday, the mayor and board shall meet the following day. As such, the next regular board meeting will occur on January 21st and not on January 20th.

Minutes approved this the 21st day of January 2025.



Hon. Butch Lee, Mayor

Attest:



Hon. Mary Ann Hess, City Clerk

