

MINUTES OF THE REGULAR BOARD MEETING OF THE
MAYOR AND BOARD OF ALDERMEN OF THE CITY OF BRANDON, MISSISSIPPI
OF FEBRUARY 18, 2025 AT 6:00 P.M.
MAYOR BUTCH LEE, MAYOR PRESIDING

1. CALL TO ORDER - Mayor Lee and Aldermen Farris, Middleton, Womack, Williams, Vinson Craine and Coker were present.
2. INVOCATION AND PLEDGE OF ALLEGIANCE – Alderman Williams gave the invocation and Alderman Craine led the Pledge of Allegiance.
3. PUBLIC COMMENTS AND RECOGNITIONS:

Mayor Lee provided information regarding the recent Metropolitan Planning Organization meeting at the Central Mississippi Planning and Development District.

Mandy Arinder – Rankin County Chamber of Commerce

4. OLD BUSINESS

1. Approve the Regular Board Meeting Minutes of February 3, 2025.

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

1. Authorize the Mayor to execute an environmental letter re: the CDBG Emerald Sewer Extension Project.
2. Approve a Professional Services Agreement with MRT Race Timing Services for the Brandon Jubilee 3K Walk and 10K on May 3, 2025.
3. Accept an amended permanent roadway easement/right of way from the Rankin County School District and authorize the Mayor to execute the same.
4. Approve contract settlement from Magic of Lights for November 22, 2024 through January 5, 2025 in the amount of \$67,242.39 and authorize the Mayor to execute same and append Media Value information to the Minutes.
5. Approve Professional Services Agreement with “WJTV Your Hometown” re: Krewe de Roux parade on Friday, February 28 in the amount of \$2,000.00, for purposes of advertising and bringing into favorable notice, the opportunities and possibilities of the City, first finding that the mode of advertising is in the best interest of the citizenry

Alderman Williams made the motion to approve agenda items 5.1-5.5, in accordance with the memos from the Mayor’s Office, which are appended hereto, seconded by Alderman Farris and upon unanimous vote the motion carried.

6. MARY ANN HESS, CITY CLERK

1. Approve professional services agreements for the purposes of promoting parks and recreation and tourism in accordance with HB1521 (2023 MS Legislative Session) and

other lawful and related purposes; authorize the Mayor to execute the same; and approve payment of all show related expenditures:

- Gavin Adcock Contract Brandon 2025
 - Rick Springfield - Full Band DPM (80s Tour) - 2025 copy
2. Approve Brandon Amphitheater sponsorship agreements for the 2025 concert season and authorize the Mayor to execute the same for the following sponsors, to-wit:
 - CSpire
 - Mosquito Authority
 3. Accept the quote from NJ Farms Inc. to replace a concrete area at the Kennedy Farms Road fire station driveway in the amount of \$24,980.00 as the lowest and best quote received and to authorize payment and for the Finance Director to make all of the necessary budget amendments.
 4. Approve two rental agreements between the City of Brandon and RJ Young for copiers (on state contract) located in the City Clerk's Office and Accounting Office and authorize the Mayor to execute the same.
 5. Approve a Professional Services Agreement with the Rankin County Election Commissioners re: 2025 Municipal Primary and authorize the Mayor to execute the same and approve payment.
 6. Approve budget amendments to the FY 2025 budget.
 7. Presentation of Quarterly Reports for the Quarter Ending December 2024 as filed with the State of Mississippi, Department of Finance & Administration, to-wit:
 - Senate Bill 2948, 2021 Regular Legislative Session
 - House Bill 1353, 2022 Regular Legislative Session
 - House Bill 603, 2023 Regular Legislative Session
 - Senate Bill 2468, 2024 Regular Legislative Session
 - MOST, Marquette Road Multi-Use Path
 8. Approve:
 - a. Docket of Claims for February 18, 2025.
 - b. Fox Everett claims released on February 10, 2025.

Alderman Coker made the motion to approve agenda items 6.1-6.8 (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. GEORGANNA KEENUM, EVENTS

1. Approve the revised Facility Rental Agreement as presented by the Events Department.
2. Approve Professional Service Agreements for the following vendors at the Brandon Amphitheater, City Hall Live, and Rentals for the 2025 season and authorize the Mayor to execute the same.

- Academic Technologies: A/V Staffing
- ELCON: Electrical Staffing
- JL Roberts Mechanical: HVAC Mechanic and Plumbing Mechanic
- RF Outdoor: Consultation Services
- Roderick Kwan: Camera/Jumbotron Operations Staffing
- Jani King: Janitorial Services

Alderman Womack made the motion to approve agenda items 7.1 & 7.2, in accordance with the memos of the Events Department which are appended hereto, seconded by Alderman Vinson and upon unanimous vote the motion carried.

3. Continuation of the discussion regarding going cashless at the Brandon Amphitheater. (No action taken)
4. Reports and recommendations from Cirlot Agency regarding plan for advertising for Brandon Jubilee Days 2025; report on social media from the month of January 2025 (how it is being tracked); discussion of implementation and activation of the City's new website.

Alderman Williams made the motion to approve professional services in the amount of \$24,750.00, to be paid from 2% fund, as presented by the Cirlot Agency for Brandon Jubilee Days 2025, for the purposes of advertising and bringing into favorable notice the opportunities and possibilities of the City, first finding that this mode of advertising is in the best interests of the citizenry, seconded by Alderman Vinson and upon unanimous vote the motion carried.

8. CARLY DEARMAN, PUBLIC WORKS DEPARTMENT

Public Works Monthly Activity Report - January 2025							
1	Protel Calls		Meter Svr Calls	Customer Leak	Other		
	4,252			418	33		
2	Work Orders	Reported	Water	Sewer	Streets	Drainage	Other
			102	37	140	15	45
		# Completed	Water	Sewer	Streets	Drainage	Other
			92	30	167	14	28
3	Locate Requests	386	Utilities Billed	\$1,171,336.58	Collected	\$871,942.86	

1. Approve the following pay requests from Thornton Construction Company, Inc. for the Cornerstone Grants Ferry Parkway Waterline Extension Project and authorize payment of the same, to-wit:
 - Pay Request 1 in the amount of \$412,634.13
 - Pay Request 2 in the amount of \$399,265.32
2. Approve a Professional Services Agreement with Cleo's Asphalt Paving, Inc. for professional paving and asphalt repair services at the rates pursuant to the memo and authorize the Mayor to execute the same. (No materials or commodities are included in this contract).

3. Hire Robert Brent King as a Laborer III in the Public Works Department effective February 19, 2025, at the rate pursuant to the memo.
4. Authorize the advertisement for bids for tree grinding and debris removal from storms and dead tree removal from the rights-of-way.

Alderman Coker made the motion to approve agenda items 8.1-8.4, 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.

9. SAM HAWKINS, COMMUNITY DEVELOPMENT

1. Public hearing and board action regarding Case # 25-002 - Conditional Use application from Carley Keys - 724 S College St (parcel # I8F-8).

The Public Hearing was held with respect to the referenced application whereupon the Director of Community Development advised that all of the pre-requisites to the public hearing have been met, and that the matter was presented to the Planning Commission which recommended approval of the same, with conditions, and that the Community Development Department prepared a Staff Report #25-002 (which includes all attachments thereto) regarding the application which is appended to the Minutes of the Public Hearing and thereafter the Director described the nature of the application and thereafter those in favor of or in opposition to the application were given the opportunity to come forward and speak whereupon Carley Keyes, the applicant, spoke in favor of the application and Ollie Garver, 720 S. College Street, spoke in opposition to the application. No additional public comments were received, and the Public Hearing was closed. Thereafter having considered the requirements of Section 9.7(2) of the Zoning Ordinance of the Code of Ordinances, and such other applicable authority, and further incorporating the Staff Report, the opinion of the Director, and things presented in the record of the Public Hearing, which are appended hereto, and further incorporating such other facts and matters with respect to the same, and first finding that the applicant has made satisfactory provision and arrangement for all of the elements Section 9.7.2 of the Zoning Ordinance of the Code of Ordinances, Alderman Craine made the motion to approve the application conditioned upon the applicant's compliance with all staff recommendations included in the referenced Staff Report, seconded by Alderman Farris, and upon unanimous vote the motion carried.

2. Approve the development review for Sullivans Market Place Case # 24- 037.

Alderman Vinson made the motion to approve agenda item 9.2, in accordance with the memo from the Community Development Department, which is appended hereto, conditioned upon compliance with development review/plan comments by Community Development, seconded by Alderman Coker and upon unanimous vote the motion carried.

3. Appoint PATH as the City's Energy Services Company for project #24-044.

Alderman Coker made the motion to approve agenda item 9.3, in accordance with the memo from the Community Development Department, which is appended hereto, seconded by Alderman Craine and upon unanimous vote the motion carried.

10. JOSEPH FRENCH, POLICE CHIEF

1. Hire the following and set rate of pay in accordance with the memo, to-wit:
 1. Jemarcus James as a Patrolman effective February 19, 2025.
 2. Charles Scoggins as a Patrolman effective March 3, 2025.

2. Authorize Captain Brian Elwell, Officer Palmer Robbins, and Officer Brandon Allison to join the escort of the annual "Run for the Wall" May 19, 2025.

Alderman Womack made the motion to approve agenda items 10.1 & 10.2, in accordance with the memos from the Police Department, which is appended hereto, seconded by Alderman Craine and upon unanimous vote the motion carried.

11. BRIAN ROBERTS, FIRE CHIEF

1. Hire Mason Boyd as a trainee firefighter and set rate of pay per memo.
2. Authorize request to travel to Pensacola Beach, FL to participate in the Firefighter Challenge April 11-13, 2025 for five firefighters as determined by the Fire Chief.
3. Increase the salary for Capt. Travis Cohn for his education incentive due to obtaining an Associates Degree in applied science.

Alderman Womack made the motion to approve agenda items 11.1-11.3, in accordance with the memos from the Fire Department, which are appended hereto, seconded by Alderman Farris and upon unanimous vote the motion carried.

12. EXECUTIVE SESSION

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

Alderman Coker then made the motion to enter into Executive Session to discuss pending litigation, the location of a business or industry in the City, and personnel matters, seconded by Alderman Womack and upon unanimous vote the motion carried.

Alderman Williams made the motion to authorize the City Clerk to issue a warrant to satisfy the Declaratory Judgment in Rankin County Case No. 25-245.

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

13. MAYOR ADDITIONAL ITEMS

Alderman Williams made the motion to adopt an ordinance amending the Code of Ordinances of the City to include new Section 6-10.4 regarding the sale of alcoholic beverages and beer and light wine by Class 1 Temporary Retailers, which is appended hereto, seconded by Alderman Coker, and upon unanimous vote the motion carried.

14. ADJOURN

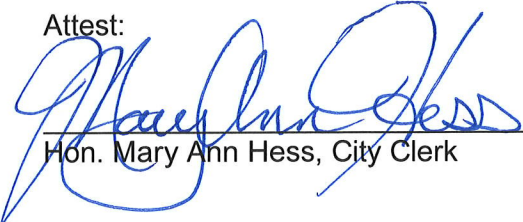
Alderman Womack made the motion to adjourn the Regular Board Meeting, seconded by Alderman Craine and upon unanimous vote the motion carried.

(Next Regular Board Meeting: March 3, 2025)

Minutes approved this the 3rd day of March 2025.



Hon. Butch Lee, Mayor

Attest:


Hon. Mary Ann Hess, City Clerk

