

AGENDA  
BRANDON BOARD OF ALDERMEN & MAYOR  
REGULAR BOARD MEETING  
BUTCH LEE, MAYOR PRESIDING  
APRIL 7, 2025

1. CALL TO ORDER
2. INVOCATION AND PLEDGE OF ALLEGIANCE
3. PUBLIC COMMENTS AND RECOGNITIONS
  1. Gage Macke-Windchase Subdivision
4. OLD BUSINESS
  1. Approve the Regular Board Meeting Minutes of March 17, 2025.
  2. Consider amending the March 3, 2025 Minutes (that were adopted at the March 17, 2025 Meeting) by deleting Section 6-2, which reads "Approve an Amphitheater sponsorship agreement with Bottle Tree Beverage Company for the 2025 concert season and authorize the Mayor to execute the same."
5. BUTCH LEE, MAYOR
  1. Conduct a Public Hearing on the Comprehensive Plan and adopt the Comprehensive Plan.
  2. Consideration for the two items below; both documents are necessary for the implementation of the CDBG Emerald Sewer Extension Project:
    1. Request permission to publish the "FONSI-and-RROF" attachment on April 16th, 2025.
    2. Authorize the Mayor to sign an environmental letter known as "Part-58" attachment.
  3. Consideration to approve a 2025 Rate Schedule for Professional Services from Neel-Schaffer, Inc. for future professional services agreements.
  4. Consideration to approve a 2025 Rate Schedule for Professional Services from Pickering Engineering for future professional services agreements.
  5. Consider adopting an order proclaiming April as "Fair Housing Month".
  6. Consideration to hire Gayle Clark as a box office ticket sales effective 04.08.2025
6. MARY ANN HESS, CITY CLERK
  1. Consideration to approve professional services agreements for the purposes of promoting 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:  
Styx - LN Sell-off Agreement Brandon Amphitheater 08.02.2025.pdf  
Tami Neilson - 04.10.2025 - Brandon Amphitheater - Contract.pdf  
Breaking Benjamin-Stained - LN Sell-Off Agreement Brandon Amphitheater 04.26.2025  
Ole60 Artist Contract - Brandon MS 11176 - 174285535.pdf

Fox 'N Vead Contract 6930031 Brandon 2025.pdf

2. Consideration to accept the fiscal year 2024 Continuing Disclosure Statement as prepared by Butler Snow and to pay their invoice of \$3,000.00 .
3. Consideration to approve a Brandon Amphitheater sponsorship agreement for the 2025 concert season and authorize the Mayor to execute the same
  - Bottle Tree Beverage Company
4. Request permission to surplus approximately 55 fluorescent light fixtures and 5 wall sconce lights and authorize the sale of the same on [govdeals](#), as they are no longer of use to the city.
5. Consideration to approve:
  - a. Docket of Claims and Addendum for April 7, 2025
  - b. Fox Everett claims released on March 20 and April 3, 2025.
  - c. Electronic fund transfers for March 2025.

#### 7. CARLY DEARMAN, PUBLIC WORKS DEPARTMENT

1. Consideration to approve a Professional Services Agreement with Ambiance Landscape for mowing & string cutting at the Brandon Amphitheater and a portion of Marquette Road and authorize the Mayor to execute the same.
2. Consideration to declare an emergency the replacement of the traffic signal cabinet on Highway 18 at I-20 Eastbound due to a traffic accident, approve invoice #M2025.32 in the amount of \$21,539.00 from Lewis Electric, Inc., and authorize payment of the same.
3. Consideration to approve utility adjustment approvals and denials pursuant to the memo.
4. Consideration to approve Pay Request 6 in the amount of \$75,173.70 from Hemphill Construction Company for the Burnham Road Waterline Improvements Project and authorize payment of the same.
5. Consideration to award the bid in the amount of \$480,480.00 to ERS, Inc. for the Richland Creek Stonebridge NRCS EWP Ditch Project as the lowest and best bid received.
6. Spread on the minutes check #112749 in the amount of \$13,673.33 from Hemphill Construction Services for overage paid on final quantities for the Highway 80 Signal Improvements Project Stonegate Drive & Woodgate Drive.
7. Consideration to declare an emergency the repairs to the VX30-500 Vacuum Excavator - SN 2172, approve invoice #00353477 in the amount of \$6,520.50 from Vermeer Midsouth, and authorize payment of the same.
8. Consideration to declare an emergency the rebuild of the spare pump for Provonce Park Lift Station, approve invoice #7394 in the amount of \$5,202.74 from Harvey Services, Inc., and authorize payment of the same.

9. Consideration to award the Concrete Construction Services bid for FY25 as follows.  
This bid will be in effect immediately thru September 30, 2025.
- **Concrete Curb and Gutter per LF**
    - **0 to 199lf** - Award to NJ Farms as the lowest and best bid received.
    - **120lf or greater**- Award to Warren Building Company as the lowest and best bid received.
  - **Concrete Sidewalks per SF, 4" thick**
    - **0 to 199sf** - Award to NJ Farms as the lowest and best bid received.
    - **200sf or greater**- Award to Warren Building Company as the lowest and best bid received.
  - **Concrete Drainage Structures per CY** - Award to NJ Farms as the lowest and best bid received.
  - **Concrete Driveway & Roadways per CY** - Award to NJ Farms as the lowest and best bid received.
10. Permission to allow Hollan Silcox & Robert Brent King to travel and attend the 2025 MSRWA Annual Conference in Biloxi, MS on May 27-30, 2025, for water and sewer CEU hours.
11. Consideration to approve Change Order 1 in the amount of \$30,746.21 from Thornton Construction Company for the Cornerstone Grants Ferry Parkway Waterline Extension Project pursuant to the memo and authorize the Mayor to execute the same.
12. Consideration to award the quote in the amount of \$46,022.50 to NJ Farms, Inc. for the Marquette Road Multi-Use Path Extension Project as the lowest and best quote received.
13. Permission to advertise for bid one (1) new on-site generator for Appleridge Lift Station. This item is budgeted for FY25.
14. Consideration to approve the following invoices from Hemphill Construction Company for non-emergency repairs at the FY25 General Construction Services pricing and authorize payment of the same.
- 1. Near 601 Marquette Road - \$7,891.96 - invoice #: H24192-01-56071 - raised fire hydrant
  - 2. 55 Terrapin Hill Road North - \$51,178.39 - invoice #: H24192-05-55175 (FINAL) - storm drain pipe replacement
  - 3. 286/288 Cornerstone Drive - \$30,189.45 - invoice #: H24192-05-52067 (FINAL) - storm drain pipe replacement
  - 4. 302 Westwood Place - \$4,782.82 - invoice #: H24192-05-52653 - manhole repair
  - 5. Poindexter Street near Dining Street - \$9,115.78 - invoice #: H24192-05-56630 - sewer point repair
15. Consideration to approve the following invoices from Hemphill Construction Company for emergency repairs at the FY25 General Construction Services commodity bid pricing and authorize payment of the same.
16. Consideration to award the bid in the amount of \$1,533,103.75 to Thornton Construction

Company for the Grants Ferry Parkway Shared Use Path LPA Project as the lowest and best bid received.

17. Permission to develop plans & advertise for bid the Stribling Lane Disotell Blvd Improvements Project 2025.

8. SAM HAWKINS, COMMUNITY DEVELOPMENT

1. Set public hearing for April 21, 2025 - Case # 25-004 - conditional use application to operate bed and breakfast at 1012 Stonehendge Dr (parcel # H9M-11-720).
2. Consideration to authorize Sam Hawkins to travel to Biloxi, MS to attend the Mississippi Association of Planning & Development Districts Conference on April 22-25, 2025.
3. Consideration to adopt the final plat for Collier Crossing Subdivision Phase 2.
4. Consideration to approve a development review application submitted by Manning & Manning Construction to construct a 1,834 square foot Men's Clinic.

9. JOSEPH FRENCH, POLICE CHIEF

1. Accept the resignation of Andrew Leverette as a Police Officer for the City of Brandon effective April 3, 2025.
2. Request permission for Dispatcher Lawanda Lucien to travel to the following places:
  - Collins, Mississippi to participate in the NECI Domestic Violence class on April 8, 2025.
  - Collins, Mississippi to participate in the NECI Legal Liability class on April 15, 2025.
  - Hazelhurst, Mississippi to participate in the suicide prevention class on April 21-22, 2025.
3. Request permission for Sergeant Gerrad Bacon and Officer Palmer Robbins to travel to DeSoto County, Mississippi May 19, 2025, to attend the Glock Armorer course.
4. Request permission for Sergeant Jerry Spell to travel to Oxford, Mississippi to participate in the FBI LEEDA Executive Leadership Institute on June 1-6, 2025.
5. Request permission for Captain Brian Elwell, Sergeant Conner Smith, Officer Cody Moulds and Officer Palmer Robbins to travel to Bay St. Louis, Mississippi on June 8-13, 2025 to attend the MLEOA training conference.

10. BRIAN ROBERTS, FIRE CHIEF

1. Request consideration to travel to Phenix City, Alabama to participate in MS Fire Academy's Surface and Swift Water training class from May 11, 2025-May 14, 2025 for Captain Travis Cohn.
2. Request consideration for Battalion Chief Eric Stringer to travel to Pueblo, Colorado to participate in an Alternative Fuels and Flammable Incident Response and Management class from April 6 to April 12, 2025.

3. Consideration to hire Josh Dougay as a part-time Firefighter/ EMT at the rate of pay per memo.
4. Request your consideration to apply for the 2025 Homeland Security Grant and authorize Mayor Lee and Chief Roberts to execute all documents.

11. EXECUTIVE SESSION

12. ADJOURN

[MEET\_FOOT]