

MINUTES OF THE REGULAR BOARD MEETING OF THE
MAYOR AND BOARD OF ALDERMEN OF THE CITY OF BRANDON, MISSISSIPPI
OF MAY 19, 2025 AT 6:00 P.M.
MAYOR BUTCH LEE, MAYOR PRESIDING

1. CALL TO ORDER – Mayor Lee and Aldermen Vinson, Craine, Coker, Farris, and Williams were present. Aldermen Womack and Middleton were absent. (Alderman Womack arrived at the meeting immediately prior to the discussion of Item #9.1).
2. INVOCATION AND PLEDGE OF ALLEGIANCE – Alderman Farris gave the invocation and Alderman Coker led the Pledge of Allegiance.
3. PUBLIC COMMENTS AND RECOGNITIONS
4. OLD BUSINESS
 1. Approve the Work Session and Regular Board Meeting Minutes of May 5, 2025.

Alderman Craine made the motion to approve agenda item 4.1, seconded by Alderman Farris, and upon affirmative vote of the members present the motion carried.

5. BUTCH LEE, MAYOR

1. Approve a professional services contract with North American Midway Entertaining - Astro Amusement, LLC to furnish amusement rides and concessions during the 2026 Jubilee Days to be held on April 30 - May 3, 2026, dates inclusive.
2. Approve a professional services agreement with Trent Rhodes Landscape Architect, P.A. to provide general services and review of landscape plan submittals.
3. Adopt a matching fund resolution for the Economic Development Administration Project and authorizing the Mayor to execute the same.

Alderman Craine made the motion to approve agenda items 5.1-5.3, in accordance with the memos from the Mayor's Office, which are appended hereto with attachments, seconded by Alderman Vinson and upon affirmative vote of the members present the motion carried.

6. MARY ANN HESS, CITY CLERK

1. Approve professional services agreements for the purposes of promoting tourism, parks and recreation 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:
 - Lavarock, Inc f/s/o John Cafferty and City of Brandon Artist Agreement
 - WME Change Memo for Gavin Adcock Performance Date
2. Authorize publication of notice regarding the completion of the FY 2024 audit for the City of Brandon.
3. Approve the advertisement for request for qualifications for engineering services as related to the approved FY 2023 EDA projects.

4. Approve:

- a. Docket of Claims for May 19, 2025.
- b. Fox Everett claims released on May 15, 2025.

Alderman Coker made the motion to approve agenda items 6.1-6.5, in accordance with the memos from the City Clerk's Office, which are appended hereto with attachments, seconded by Alderman Vinson and upon affirmative vote of the members present the motion carried.

6. Presentation of Quarterly Reports for the Quarter Ending March 2025 as filed with the State of Mississippi, Department of Finance & Administration:

1. Senate Bill 2948, 2021 Regular Legislative Session
2. House Bill 1353, 2022 Regular Legislative Session
3. House Bill 603, 2023 Regular Legislative Session
4. Senate Bill 2468, 2024 Regular Legislative Session
5. MOST, Marquette Road Multi-Use Path

7. CARLY DEARMAN, PUBLIC WORKS DEPARTMENT

1. Approve Pay Request #1 in the amount of \$41,349.64 from NJ Farms, Inc. for the Marquette Road Multi-Use Path Extension Project and authorize payment of the same.
2. Approve Pay Request #3 in the amount of \$174,500.46 from Hemphill Construction Company for the Highway 80 Waterline Improvements Project and authorize payment of the same.
3. Approve the following re: the Highway 18 Highway 468 Sewer Force Main Replacement Project. The attached documentation is the final closeout packet for this project.
 1. Approve Pay Request #6 FINAL in the amount of \$54,857.62 from Eubank Construction Company, Inc. and authorize payment of the same.
 2. Approve the Final Summary Change Order from Eubank Construction Company, Inc. and authorize the Mayor to execute the same. The Final Summary Change Order includes the following items.
 - Credit of \$89,521.00 less than the bid contract amount due to final quantity numbers.
 - Addition of 47 calendar days to the contract due to material delays, inclement weather, and tie-in coordination.
4. Declare as an emergency in accordance with MCA Section 31-7-13(k) the repairs to the Morrow Orr Lift Station, and approve invoice #7601 in the amount of \$9,407.14 from Harvey Services, Inc., and authorize payment of the same.
5. Authorize the purchase of five (5) new lateral filing cabinets from Office Innovations, Inc. in the amount of \$7,555.00 total at state contract pricing - State of MS Contract Number 8200074992.
6. Approve the Professional Services Construction Engineering & Inspection (CE&I) contract with Benchmark Engineering and Surveying, LLC for the Grants Ferry Parkway Shared Use Path LPA Project and authorize the Mayor to execute the same.

Alderman Vinson made the motion to approve agenda items 7.1-7.6, in accordance with the memos from the Public Works Department, which are appended hereto with attachments, seconded by Alderman Williams and upon affirmative vote of the members present the motion carried.

8. COMMUNITY DEVELOPMENT

1. Public hearing re: Conditional Use application from Keith Humphrey - 609 Luckney Rd (parcel# H9P-2-31).

The Public Hearing was opened with respect to the proposed application. Alderman Williams made the motion to continue the public hearing to the Regular Board Meeting on June 16, 2025, seconded by Alderman Coker and upon affirmative vote of the members present the motion carried.

Alderman Womack entered the board room. Brad Clanton then announced that he was in attendance as legal counsel for Nicole Hinckley.

9. JOSEPH FRENCH, POLICE CHIEF

1. Authorize Capt. Brian Elwell & Officer Dwayne Martin to travel to Morton, MS on June 2-6, 2025, to participate in the Law Enforcement Basic Precision Rifle Class and to authorize travel, registration and related expenses.
2. Authorize Officers Charlie Scoggins and Tami Hutson to travel to Ellisville, MS June 2-6, 2025, to participate in the 1st Annual Warrior Resilience Conference and to authorize travel, registration and related expenses.
3. Authorize application for and to receive grant funding from the Office of Homeland Security to purchase an explosive detection K9 and authorize the Mayor and Chief French to execute any related documents.
4. Authorize Sgt. William Saul to travel to Biloxi, MS to attend the annual Mississippi Law Enforcement Accreditation Commission training June 17-19, 2025, and to authorize travel, registration and related expenses.

Alderman Williams made the motion to approve agenda items 9.1-9.4, in accordance with the memos from the Police Department, which are appended hereto with attachments, seconded by Alderman Womack and upon unanimous vote the motion carried.

10. BRIAN ROBERTS, FIRE CHIEF

1. Remove from the City's employment and payroll roster the following part-time Firefighters effective May 19, 2025 J.D. Davis, Brian Mott, Will Sharp, Linc Tucker and Phillips Walls, and to place Brian Mott on active reserve roster.

Alderman Womack made the motion to approve agenda item 10.1, in accordance with the memo from the Fire Department, which is appended hereto with attachment, seconded by Alderman Williams and upon affirmative vote of the members present the motion carried.

11. EXECUTIVE SESSION

Alderman Coker made the motion to consider the need to enter into Executive Session, seconded by Alderman Womack and upon affirmative vote of the members present the motion carried.

Alderman Womack then made the motion to enter into Executive Session for purpose of a strategy session with respect to prospective litigation and the issuance of an appealable order when an open meeting would have a detrimental effect of the litigating position of the City, personnel matters involving the Community Development Department and the acquisition of real property, seconded by Alderman Farris, and affirmative vote of the members present the motion carried.

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

(That there were no votes taken in Executive Session was announced upon resuming the Regular Board Meeting out of Executive Session).

12. ADDITIONAL ITEMS

1. Hire Joseph Barnette as Community Development Director, effective first date available, and set salary in accordance with the memo from the Mayor.
2. Approve Professional Services Concept Study and Evaluation Agreement with Neel-Shaeffer, Inc. and Professional Services Agreement with Barry Zirulnik regarding the Value Road Realignment Project.
3. Authorize Bob Morrow to perform appraisals for parcels along Hwy. 80 W. frontage road as presented by the Mayor.
4. Authorize the rental of a suite at Trustmark Park for the 7A Baseball tournament for the nights that the Brandon boys baseball team is playing, for the purpose of advertising and bringing into favorable notice the opportunities and possibilities of the City, first finding this mode of advertising is in the best interest of the citizenry.

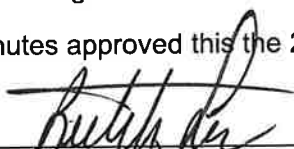
Alderman Womack made the motion to approve agenda items 12.1 – 12.4, in accordance with the memo from the Mayor's office, which are appended hereto with attachments, seconded by Alderman Coker and upon affirmative vote of the members present the motion carried.

13. ADJOURN

Alderman Coker made the motion to adjourn the Regular Board Meeting, seconded by Alderman Williams and upon affirmative vote of the members present the motion carried.

(Next Regular Board Meeting: June 2, 2025)

Minutes approved this the 2nd day of June 2025.



Hon. Butch Lee, Mayor

Attest:


Hon. Mary Ann Hess, City Clerk

