

MINUTES OF THE REGULAR BOARD MEETING OF THE
MAYOR AND BOARD OF ALDERMEN OF THE CITY OF BRANDON, MISSISSIPPI
OF JUNE 2, 2025 AT 6:00 P.M.
MAYOR BUTCH LEE, MAYOR PRESIDING

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

1. Approve the Regular Board Meeting Minutes of May 19, 2025.

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

5. BUTCH LEE, MAYOR

1. Approve a Professional Services Agreement with Integrated Right of Way, LLC for general right of way relocation and appraisal services.
2. Approve a Professional Services Agreement with the Cirlot Agency Incorporated for Brandon's public relations, social media, digital media, marketing and media monitoring/social listening activities.
3. Approve a travel request for Georganna Keenum to attend MML Conference July 21-23, 2025 and authorize payment of all related travel expenses.

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 Womack and upon affirmative vote of the members present the motion carried.

6. MARY ANN HESS, CITY CLERK

1. Amend the FY 2025 Budget in order to pay the remainder of the invoice from Barlow & Company, PLLC, which encompasses additional services constituting significant material increases in services to be performed and related to additional reporting requirements and compliance testing with respect to approximately 12 projects, funded with federal funds.

Alderman Coker made the motion to approve agenda item 6.1, in accordance with the memo from the City Clerk's Office, which is appended hereto with attachment, seconded by Alderman Farris and upon affirmative vote of the members present the motion carried.

2. Approve professional services agreement attached for the purposes of promoting tourism, and 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:
 - Whiskey Myers, LLC and City of Brandon Artist Agreement

3. Authorize purchase of a new 2025 Ford Transit 350 Passenger Van from Gray- Daniels Ford in the amount of \$58,868.10 as the lowest and best quote received, be used primarily at the Amphitheater and authorize payment of the same. A second quote was obtained from Mac Haik Ford in the amount of \$63,102.00.
4. Accept the quote from NJ Farms in the amount of \$24,839.00 for the Amphitheater Concrete Repair Project as the lowest and best quote received and to authorize payment. A second quote was obtained from Pat Holland Grading, LLC in the amount of \$28,450.00.
5. Adopt a resolution appointing Mayor Butch Lee as the MS Municipal League 2025 Voting Delegate.
6. Hire Zachary Carter as Facilities Custodian effective June 3, 2025, and set rate of pay in accordance with the memo.
7. Approve the shredding of old city records with Shred-It (located in the City Hall Records Room) according to the State Retention Schedule as published by the Mississippi Department of History and Archives.
8. Approve:
 - a. Docket of Claims for June 2, 2025.
 - b. Fox Everett claims released on May 29, 2025.

Alderman Craine made the motion to approve agenda items 6.2-6.8 (a) & (b), 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.

7. CARLY DEARMAN, PUBLIC WORKS DEPARTMENT

1. Accept the bid from Edgar Contracting, LLC in the amount of \$112,914.00 to Edgar Contracting, LLC for the Cornerstone Water Well Power Supply Project as the lowest and best bid received and authorize the Mayor to execute related documents.
2. Accept the cost estimate in the amount of \$34,021.68 from Entergy MS for the 3-phase power supply service for the Cornerstone Water Well, which service is only exclusively available from Entergy MS, and authorize the Mayor to execute related documents.
3. Declare as an emergency in accordance with MCA Section 31-7-13(k), and approve the following invoices from Hemphill Construction Company for emergency repairs and authorize payment of the same. All services rendered at the FY25 General Construction Services commodity bid pricing.
 1. 103 Hemlock Drive - \$7,691.65 - invoice#: H24192-07-57881 - emergency sewer line repair;
 2. Brandon Amphitheater- \$5,085.45 - invoice#: H24192-07-57953 - emergency water leak repair; and
 3. 8 Crosswoods Road - \$1,869.42 - invoice#: H24192-07-58294 - emergency sewer line repair - ***Additional invoices will be presented for this repair in accordance with MCA 31-7-13(k).
4. Approve the following invoices from Hemphill Construction Company for non-emergency repairs and authorize payment of the same. All services rendered were at the FY25

General Construction Services commodity bid pricing.

1. 22 Quail Ridge Drive - \$5,212.35 - invoice#: H24192-03-43768 - finish work due to sewer point repair;
 2. 460/470 Golden Ridge Drive - \$39,551.78 - invoice #: H24192-07-55279 - storm drain pipe replacement
 3. 56 Sagewood Cove - \$38,164.24 - invoice#: H24192-07-46157 - storm drain pipe replacement;
 4. 19 Crosswoods Drive - \$47,756.90 - invoice#: H24192-07-47629 - storm drain pipe replacement;
 5. near 104 The Hills Drive - \$7,333.96 - invoice#: H24192-07-57979 - water leak investigation;
 6. 100 Eastwood Drive - \$14,560.92 - invoice#: H24192-07-58099 - hydrant relocation;
 7. 407 Edgewood Crossing - \$6,007.88 - invoice#: H24192-07-57759 - sewer sinkhole repair;
 8. Kennedy Farm Parkway - \$25,810.48 - invoice#: H24192-01-56067 - hydrant relocations; and
 9. Louis Wilson Drive & Kennedy Farm Parkway - \$17,302.97 - invoice#: H24192-03 - finalization of work & erosion control.
5. Approve the quote in the amount of \$10,000.00 from Specialty Tree Service, LLC, for the removal of trees and debris along the drainage easement near 57 Terrapin Cove. A second quote was received from Big John's Tree Service in the amount of \$11,800.00.
 6. Approve invoice #187977 in the amount of \$5,781.00 from Hydra Service, Inc. for emergency repairs at the Richland Creek Lift Station and authorize payment of the same. On April 21, 2025, the Board declared an emergency the repairs to Richland Creek Lift Station.
 7. Accept the Permanent Sewer Utility Easement and Access/Utilities Easement from Richard & Crystal Bradley at 579 Highway 468 for the Highway 468 Lift Station.
 8. Approve utility adjustments and denials pursuant to the memo.

Alderman Womack 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 with attachments, seconded by Alderman Craine and upon affirmative vote of the members present the motion carried.

8. COMMUNITY DEVELOPMENT

1. Approve Acknowledgement and Consent Letter from T-Mobile regarding generator installation at water tower site - 521 N College St
2. Approve the site and architectural plans for the proposed Gray-Daniels Ford Commercial service building located on Valerie Drive – Parcel# H8M-6-30.

Alderman Williams made the motion to approve agenda items 8.1 and 8.2, in accordance with the memos from the Community Development Department, which are appended hereto with attachments, seconded by Alderman Vinson and upon affirmative vote of the members present the motion carried.

3. Consideration of the application for a Pit Bull Breed Variance by Nicole Hinckley at 219 E. Towne Drive.

Alderman Farris made the motion to deny the application and to adopt the order as such as presented, which is appended hereto, seconded by Alderman Vinson and upon affirmative vote of the members present the motion carried.

4. Presentation of status of Case #25-011-Conditional Use application from Keith Humphrey-609 Luckney Rd (parcel# H9P-2-31.)

The matter was presented to provide a status report of the referenced conditional use application. No action was taken. The applicant, who participated in the meeting, was advised as to certain deficiencies regarding the same and was encouraged to address all pertinent and related issues with the submission of a new application.

9. JOSEPH FRENCH, POLICE CHIEF

1. Approve travel pursuant to the memo:

- Authorize the officers listed on the memo to travel to Columbia, MS on July 15th & 16th to participate in Tactical Vehicle Intervention training and to approve related expenses. (All expenses will be covered by the department's training budget.)
- Authorize Officer William McIntyre to travel to Hattiesburg, MS on June 3-5, 2025 to participate in the Standardized Field Sobriety Testing course and to approve related expenses. (All expenses will be covered by the department's training budget.)
- Authorize Officers Quincy Phillips and Tanna Green to travel to Biloxi, MS on July 13-18, 2025, to participate in the Mississippi Association of School Resource Officers training and to approve related expenses. (All expenses will be covered by the department's training budget.)

2. Surplus the Axon body cameras listed below as having no further use to the City or value, and authorize the return of the same to Axon which is a condition that they are removed from the City's monitoring account, to-wit:

- Axon Body 3 -X60A6144S
- Axon Body 3 - X60A68975
- Axon Body 3 - X60A60247
- Axon Body 3 - X60A66714

3. Authorize the purchase ammunition from Precision Delta Corp. at state contract pricing - #8200073861, in the amount of \$17,425.28 to be paid from the department's Drug Seizure fund. Precision Delta Corp is a state contractor.

Alderman Womack made the motion to approve agenda items 9.1-9.3, in accordance with the memos from the Police Department, which are appended hereto with attachments, seconded by Alderman Coker and upon unanimous vote the motion carried.

10. EXECUTIVE SESSION

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

Alderman Vinson then made the motion to enter into Executive Session to discuss personnel matters and transaction of business and discussion regarding the prospective purchase of land seconded by Alderman Farris, and affirmative vote of the members present the motion carried.

Alderman Coker 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).

11. ADDITIONAL ITEMS

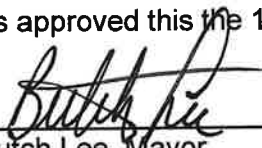
Alderman Womack made the motion to authorize the City Attorney to pursue collection/recovery efforts with respect to the City's prior utility billing provider, seconded by Alderman Farris and upon affirmative vote of the members present the motion carried.

12. ADJOURN

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


(Next Regular Board Meeting: June 16, 2025)

Minutes approved this the 16th day of June 2025.



Hon. Butch Lee, Mayor

Attest:



Hon. Mary Ann Hess, City Clerk

