

MINUTES OF THE REGULAR BOARD MEETING OF THE
MAYOR AND BOARD OF ALDERMEN OF THE CITY OF BRANDON, MISSISSIPPI
OF MAY 5, 2025 AT 6:00 P.M.
MAYOR BUTCH LEE, MAYOR PRESIDING

1. CALL TO ORDER - Mayor Lee and Aldermen Womack, Vinson, Craine, Coker, Farris and Middleton were present. Alderman Williams was absent.
2. INVOCATION AND PLEDGE OF ALLEGIANCE – Owen Dragon with Venture City Mayor gave the invocation and Alex Malinowski with the Boy Scouts led the Pledge of Allegiance.
3. PUBLIC COMMENTS AND RECOGNITIONS; Donna Maybus introduced the participants of Venture Students for Venture City, to-wit: Owen Dragon and Shelby Purvis, Mayors and Journey Owens, Ward 1, Jaxon Hemby, Ward 2, Maddy Abdo, Ward 3, Gigi Gonzalez, Ward 4, Mary Olive Smith, Ward 5, Kinsley Livingston, Ward 6.
4. OLD BUSINESS
 1. Approve the Regular Board Meeting Minutes of April 21, 2025.

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

5. BUTCH LEE, MAYOR

1. Recognize the week of May 4-10, 2025, as the 56th Annual Professional Municipal Clerks Week.
2. Adopt the Comprehensive Plan for the City of Brandon, Mississippi, to include amendments presented by the City's Planning Expert at the work session immediately preceding the meeting and the following amendments as requested by Alderman Vinson, to-wit: (i) change land use designation of the property at 601 W. Jasper (PPIN #31771) to medium density residential; (ii) change the land use designation of the parcels along West Sunset (PPIN #31926 and PPIN #31927) to low density residential; and (iii) change land use designation of the the existing duplexes on Overby Street (PPIN #31981) to low density residential.
3. Adopt an Ordinance regulation the operation of Golf Carts on certain public roads and streets within the City and to set a permit/inspection fee of \$100.00 biennially.
4. Adopt an Ordinance amending the Code of Ordinances of the City of Brandon, MS to include Chapter 7 regulating Tetrahydrocannabinol (THC) consumable products and to include Section 7-1 regulating the sale of THC beverages.
5. Adopt an Ordinance amending Chapter 6, Article I, Sections 6-9 and 6-10 of the Code of Ordinances of the City of Brandon, Mississippi, regarding the hours for the sale of beer, light wine and alcoholic beverages by on-premises establishments as authorized by order of the Department of Revenue – Alcohol Beverage Control dated April 29, 2025, which is appended hereto.
6. Approve a Professional Services Agreement with Pickering Firm, Inc. to update the water and sewer masterplans and authorize the Mayor to execute the same.

Alderman Coker made the motion to approve agenda items 5.1-5.6, 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. Adopt the audit for the City of Brandon for FY 2024.

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

2. Approve the following professional services agreements for the purposes of promoting parks, 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:
 - Dalton Torres Music, LLX and City of Brandon Artist Agreement
 - Lucas Cote f/s/o Band Loreda and City of Brandon Artist Agreement
 - Tami Neilson and City of Brandon Revised Artist Agreement
3. Accept the quote from Metro Building Services to replace one Mini-Split System at the Amphitheater in the amount of \$11,407.84 as the lowest and best quote received and approve payment. A second quote was received from Maintenance Services, Inc., in the amount of \$12,698.00.
4. Accept the quote from Wilson & Wilson Irrigation to install a new irrigation system and controller in the front parking lot of City Hall covering all the existing planting areas in the amount of \$22,975.00 as the lowest and best quote received and approve payment. A second quote was received from Bill Rawls Irrigation in the amount of \$29,000.00.
5. Approve the advertisement for a request for qualifications for engineering services as related to the approved FY 2023 EDA project(s) and authorize the Mayor to designate a selection committee to evaluate each proposal received.
6. Rescind the warrant issued to PERS that was included on the April 21st claims docket and to reissue payments to PERS in accordance with the memo attached hereto.
7. Rescind board action on item #6.4 taken April 21, 2025, approving the Brown Bottling Sponsorship agreement and approve the revised sponsorship agreement for the 2025 concert season and authorize the Mayor to execute the same.
8. Designate Charles Pitcox and Carly Dearman as the authorized users at Trustmark National Bank regarding the City of Brandon's business credit cards subject to and in accordance with the City's policy for use with respect to the same.
9. Approve:
 - a. Docket of Claims for May 5, 2025.
 - b. Fox Everett claims released on May 5, 2025.

Alderman Vinson made the motion to approve agenda items 6.2-6.10 (a) & (b), in accordance with the memos from the City Clerk's Office, which are appended hereto with attachments, seconded by Alderman Coker and upon affirmative vote of the members present the motion carried.

7. CARLY DEARMAN, PUBLIC WORKS DEPARTMENT

1. Declare as an emergency in accordance with MCA 31-7-13(k) the repairs to the North Street Water Well, approve invoice #5183018 in the amount of \$9,731.00 from Griner Drilling Services, Inc, and authorize payment of the same.
2. Declare as an emergency in accordance with MCA Section 31-7-13(k) the following repairs, approve the invoices from Hemphill Construction Company for the emergency repairs, and authorize payment of the same. All repairs were made at the FY25 General Construction Commodity Bid pricing, to-wit:
 1. 108 Fern Valley Drive - \$6,569.72 - invoice#: H24192-06-57219 - ER sewer point repair
 2. 11 Terrapin Hill Road South - \$9,683.80 - invoice#: H24192-06-57237 - ER sewer point repair
3. Approve the following invoices from Hemphill Construction Company for non-emergency repairs and authorize payment of the same. All repairs are at the FY25 General Construction Commodity Bid pricing.
4. Accept utility damage reimbursement payments received from Danella Construction Corporation, a sub-contractor for Verizon Wireless; as follows: \$8,523.26 - Longmeadow Road at Woodgate Drive - damaged water main - January 8, 2025 and \$2,049.16 - Woodgate Drive at Willowbrook Lane - damaged water main - February 26, 2025 and approve corresponding Release and Settlement of Claims for each authorize the Mayor and City Clerk to execute the same.
5. Approve utility adjustment approvals, because of unforeseen circumstances for which the customer did not receive benefit and for which a reduction or compromise is warranted, and denials pursuant to the memo.

Alderman Craine made the motion to approve agenda items 7.1-7.5, in accordance with the memos from the Public Works Department, which are appended hereto with attachments, seconded by Alderman Vinson and upon affirmative vote of the members present the motion carried.

8. COMMUNITY DEVELOPMENT

1. Set public hearing during the Regular Board Meeting on May 19, 2025, for Case #25-011 - Conditional Use application for Keith Humphrey at 609 Luckney Rd - Parcel# H9P-2-31.

Alderman Coker made the motion to approve agenda item 8.1, in accordance with the memo from the Community Development Department, which is appended hereto with attachment, seconded by Alderman Womack and upon affirmative vote of the members present the motion carried.

9. JOSEPH FRENCH, POLICE CHIEF

	PD Monthly Activity Report - April 2025	
1	Calls for Service	2048
2	Motor Vehicle Accidents	97
3	Reports: Incidents / Supplemental	264
4	Arrests	39
5	Sanitation: Road Trash Detail Bags	355

1. Hire Lane McTaggart as a Patrolman for the City of Brandon Police Department effective May 12, 2025, and set his rate of pay in accordance with the memo.
2. Accept forfeited property as set forth in that certain Agreed Order entered in *State of Mississippi v. Joseph Martin Kennedy*, Rankin County Circuit Court, Cause No. 24-34414-JR.
3. Increase the annual salary of Officer Miriam Berry in accordance with the memo.
4. Authorize Sgt. William Saul to travel to Fort Worth, Texas to participate in the FBI LEEDA Internal Affairs course September 22-26, 2025.
5. Change the number of hours for Officer Tanna Green during a pay period now that she is a School Resource Officer from 84 to 80.
6. Approve the 100% Free Suicide Prevention App Annual Agreement with BFAC.com and authorize the execution of the same by the Police Chief and the Fire Chief.
7. Accept the resignation of Gavin Hill, dispatcher for the City of Brandon, effective on May 7, 2025.

Alderman Farris made the motion to approve agenda items 9.1-9.7, in accordance with the memos from the Police Department, which are appended hereto with attachments, seconded by Alderman Middleton and upon unanimous vote the motion carried.

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

The matter of the referenced application was presented to the Board whereupon those interested in the same were given an opportunity to provide public comment and to submit information regarding the same, whereupon the following persons addressed the board regarding the application, to-wit:

Those in favor: Nicole Hinckley, 219 East Towne Dr., Edward McNulty, 213 East Towne Dr., Monica Baldwin, 164 Woodgate Dr., Mike Boyd, 215 East Towne Dr., and Joan Boyd, 215 East Towne Drive.

Those opposed: Bill Smith, 239 East Towne Drive, Jeanette Brewer, 202 East Town Drive, Linda Rowe, 235 East Towne Drive, Lori Morris, 193 Kennedy Farms Parkway and Patsy Robinson Smith, 239 East Town Drive.

And whereupon, the following was received during the discussion of this agenda item and are

appended to the Minutes: (i) Hinckley Variance Application, (ii) memo of Police Chief Joseph French dated May 2, 2025, (iii) Petition in opposition provided by Bill Smith and (iv) a neighborhood map with pertinent highlights provided by Nichol Hinckley.

No action was taken on this agenda item.

10. BRIAN ROBERTS, FIRE CHIEF

Fire Monthly Activity Report April 2025

		# Active	# Not Active	Locations			
1	Weather Sirens	18	2	Greenbrook, Hwy 468 - Armory			
		# Calls	Avg Resp Time				
2	Pafford P1	222	10:29				
		# Calls	Avg Resp Time	Fire	EMS	Wrecks	Other
3	BFD	299	5:36	6	191	21	81
	Training Hrs:	445	Inspections:	35	PE Hrs:	4	

1. Remove from the duty roster and payroll, part-time Firefighter/paramedic Jereme King effective May 5, 2025.
2. Authorize Battalion Chiefs Adcock and Beck to travel to Tishomingo State Park, MS to participate in MS Fire Academy's Advanced Rope Rescue workshop: Wilderness 100 training class from September 28, 2025, to October 1, 2025, and approve travel expenses.
3. Approve the purchase of uniform pants from The Southern Connection in the amount of \$6,838.00 as the lowest and best quote and approve payment of the same. A second quote was received from EEP in the amount of \$8,040.00.
4. Authorize Battalion Chief Eric Stringer to travel to Vicksburg, MS for the annual Firefighters and Fire Chiefs summer conference from May 28 to June 1, 2025, and approve conference and travel expenses.
5. Authorize Chief Roberts and Carolyn Palmer to travel to Biloxi, MS to attend the Emergency Services Administrative Professional Association conference from September 2, 2025 to September 5, 2025, and approve conference and travel expenses.

Alderman Vinson made the motion to approve agenda items 10.1-10.5, in accordance with the memos from the Fire Department, which are appended hereto with attachments, seconded by Alderman Coker upon affirmative vote of the members present the motion carried.

11. EXECUTIVE SESSION

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

Alderman Farris then made the motion to enter into Executive Session to discuss pending and potential litigation re: Amanda Maybury employment, Nicole Hinckley pit bull breed application,

Oliver/Siders litigation, PFAS litigation, and personnel matters involving the Community Development Department and the acquisition of real property, seconded by Alderman Coker, and affirmative vote of the members present the motion carried.

Alderman Coker made the motion to approve contract for legal services re: AFFF PFAS Litigation with Liuzza Law, LLC, Stag Liuzza, LLC and Baker Law Firm, P.C., as presented, which is appended hereto, seconded by Alderman Farris and upon affirmative vote of the members present the motion carried.

Alderman Womack made the motion to hire Todd Butler with Phelps Dunbar to respond to the Maybury EEOC charge on the same terms and conditions as prior representation on similar matters, seconded by Alderman Craine and upon affirmative vote of the members present the motion carried.

Based on the recommendation of the Mayor, Alderman Vinson made the motion to terminate employee # 10014879 effective immediately, and to include a memo regarding the same in the employee's personnel file, seconded by Alderman Craine and upon unanimous vote motion.

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 votes taken in Executive Session was announced upon resuming the Regular Board Meeting out of Executive Session).

12. ADDITIONS

1. Accept resignation of Sam Hawkins effective May 23, 2025.
2. Approve professional services agreement with Billy Sims to assist in the hiring process to locate a new Community Development Director and authorize the Mayor to execute the same.

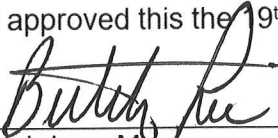
Alderman Craine made the motion to approve agenda items 12.1 and 12.2, in accordance with the memos of the Mayor, which are appended hereto with attachments, seconded by Alderman Womack and upon affirmative vote of the members present the motion carried.

13. ADJOURN

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

(Next Regular Board Meeting: May 19, 2025)

Minutes approved this the 9th day of May 2025.



Hon. Butch Lee, Mayor

Attest:



Hon. Mary Ann Hess, City Clerk

