

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

- A. CALL TO ORDER - Mayor Lee and Aldermen Farris, King, Womack, Williams (by telephone), Vinson, Coker, and Craine were present.
- B. INVOCATION AND PLEDGE OF ALLEGIANCE – Mark C. Baker, Sr. gave the invocation and Piper Smith led the Pledge of Allegiance.
- C. PUBLIC COMMENTS AND RECOGNITIONS: None.
- D. OLD BUSINESS
 - 1. Approve Minutes of Special Board Meetings of September 18, 2025 and September 23, 2025 and the Regular Board Meeting Minutes of September 15, 2025.

Alderman Womack made the motion to approve agenda item D.1, seconded by Alderman Craine and upon affirmative vote of the members present the motion carried.

E. BUTCH LEE, MAYOR

- 1. Advertise the christening of the USS Louis H. Wilson Jr., in the Rankin County News, not to exceed \$1300.00.

Alderman Womack made the motion to approve agenda item E.1, in accordance with the memo from the Mayor's Office, which are appended hereto with attachment, for 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 interest of the citizenry, seconded by Alderman Craine and upon affirmative vote of the members present the motion carried.

- 2. Approve professional services agreement with Kiser Traffic and Engineering for a detailed study to determine the viability and cost associated with constructing a round-about at the intersection of South College Street and Hwy 486 (3-way stop) and authorize the Mayor to execute the same.
- 3. Authorize application to the State Revolving Loan Program (SRLP) for the installation of a new water well at the Star Road Fire Station site and authorize the development of specifications and advertisement for bids for the project.
- 4. Authorize the solicitation for professional services proposals for evaluating potential future water well sites for planning purposes by drilling test wells to determine water quality and potential volume from each location for future planning purposes.
- 5. Approve the purchase of 1.29 wetland credits in the amount of \$3,870.00 from Wildlife Mississippi related to the Highway 18 Sanitary Sewer and Waterline Project (MVK-2025-00572) and authorize payment of the same.

6. Approve Pay Request #1 from Gilreath Construction Company, LLC in the amount of \$143,046.25 for the Civic Center (Big Room) Renovation Project and authorize payment of the same.
7. Approve Chief Joseph French and Community Development Director Joey Barnette to travel to Tupelo, Mississippi on October 7-8, 2025, to meet with city officials regarding zoning enforcement procedures.

Alderman Vinson made the motion to approve agenda items E.2-E.7, in accordance with the memos from the Mayor's Office, which are appended hereto with attachments, seconded by Alderman Craine and upon affirmative vote of the members present the motion carried.

8. Public Hearing and Action re: Temporary Moratorium on Residential Preliminary Plat Approvals, incorporating and replacing the existing BTR moratorium.

The Public Hearing was opened whereupon the Community Development Director advised that all of the prerequisites for the Public Hearing have been met and that the Planning Commission voted to recommend adoption of the proposed ordinance. Thereafter those desiring to provide public comments were given an opportunity to speak whereupon the following made public comments: John Scanlon on behalf of Grant's Ferry Development, spoke in opposition and provided documents to be appended to the Minutes of the Public Hearing. In addition, Ronnie Garner, Will Miller, Freddie Harrell and Waymon Tigrett, spoke in opposition to the adoption of the ordinance. The Public Hearing was then closed.

Alderman Vinson made the motion to table action on the adoption of an ordinance granting the temporary moratorium to the October 20, 2025 Regular Board meeting seconded by Alderman Womack and upon affirmative vote of the members present, the motion carried. The stay enacted by the Resolution setting the Public Hearing shall remain in place pending board action regarding the adoption of the proposed ordinance.

F. MARY ANN HESS, CITY CLERK

1. Approve professional services agreements for the purpose 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:
 - Legendbound Touring, Inc. f/s/o Armani White and City of Brandon Artist Agreement
 - Maddox Batson, LLC f/s/o Maddox Batson and the City of Brandon Artist Agreement Zach Top - Live Nation Sell-off Agreement
 - Charlie Wilson - Live Nation Sell-off Agreement
2. Accept the quote from A-1 Kendrick Fence Co. in the amount of \$7,424,40 to replace 230 linear feet of (8) eight-foot-high dog-ear cedar fence in the amount of. A second quote was received from Gomez Fence Co. in the amount of

\$9,738.00.

3. Authorize preparation of specifications and advertisement for bids to replace the Library HVAC Chiller. The item is budgeted.
4. Approve a professional services agreement with Techsource Solutions for IT services and authorize the Mayor to execute the same.
5. Approve an Agreement to Collect Municipal Debt with Municipal Intercept Company, LLC and change the name of the City of Brandon's debt coordinator and authorize Mayor to execute the same.
6. Spread on the Minutes correspondence from the Mississippi Department of Wildlife, Fisheries, and Parks notifying the City of Brandon denying the City's request for funding in the Recreation Trails Program for FY 2025.
7. Spread on the Minutes the PFAS testing results from Stag Liuzza, LLC, the City's PFAS claim counsel.
7. Authorize a Flu Shot Clinic for City personnel on Wednesday, October 15, 2025, from 7:30 a.m. - 9:30 a.m.; first finding that this benefit is critical to ensuring adequate staffing during the cold and flu season, which is a direct benefit to the citizenry and results in an overall savings to the City from the standpoint of lost time from work.
8. Approve the Municipal Compliance Questionnaire for fiscal year 2025 and authorize the Mayor and Clerk to sign the same.
9. Hire Stephanie Pickle as Accounts Payable Specialist effective October 7, 2025, and set rate of pay in accordance with the memo.
10. Hire Jill Keys and Courtland Young as runners for the Amphitheater effective October 7, 2025, and set rate of pay in accordance with the memo.
11. Approve:
 - a. Docket of Claims for October 6, 2025.
 - b. Fox Everett claims released on October 2, 2025.
 - c. Electronic fund transfers for September 2025.
12. Monthly report of privilege licenses.

Alderman Womack made the motion to approve agenda items F.1 – F.11(a)-(c), in accordance with the memos from the City Clerk's Office, which are appended hereto with attachments, seconded by Alderman Craine and upon affirmative vote of the members present the motion carried.

G. ALEX WADE, PUBLIC WORKS DEPARTMENT

1. Approve the following invoices from Hemphill Construction Company for non-emergency repairs and authorize payment of the same. All invoices listed were

for FY25 and rendered at the FY25 General Construction Services commodity bid pricing, to-wit:

- Near 104 The Hills - \$9,100.24 - invoice#: H25090-01-F-58803 - fire hydrant replacement
 - Near 110 Chalet Strasse - \$8,223.39 - invoice#: H25090-01-F-58804 - fire hydrant replacement
 - 45 Sagewood Drive - \$9,553.29 - invoice#: H25090-01-F-58838 - sewer leak repair
 - 2188 Highway 18 - \$9,566.89 - invoice#: H25090-01-F-588994 - water leak repair
 - 80 Summit Ridge Drive - \$14,216.47 - invoice#: H25106-01-F-58784 - sewer repair due to utility bore
 - 329 Eastridge Drive - \$7,536.32 - invoice#: H25106-01-F-48809 - storm drain pipe repair
2. Approve the following from ERS, Inc. for the Richland Creek Stonebridge NRCS EWP Ditch Project. These items are the final documentation to close out this project, to-wit:
- Pay Request #2 in the amount of \$337,749.59 and authorize payment of the same.
 - Contract Amendment #1 (Final Summary Change Order) at a decrease of \$4,558.57 in the project cost due to final project quantities and authorize the Mayor to execute the same.
 - Pay Request #3 (Final) in the amount of \$23,796.07 and authorize payment of the same.
3. Approve the following from Adcamp, Inc. for the 2024 Street Overlay Project, to-wit:
- Final Summary Change Order #2 in the amount of \$87,488.51 at an increase in the project cost and authorize the Mayor to execute the same. The Final Summary Change Order #2 is an increase in the project cost due to striping on Crossgates Drive.
 - Pay Request 11 FINAL (2) in the amount of \$35,000.30 and authorize payment of the same.
4. Approve the following invoices from Hemphill Construction Company for emergency repairs and authorize payment of the same. All invoices listed were for FY25 and rendered at the FY25 General Construction Services commodity pricing, to-wit:
- 709 Sawgrass Lakes Drive - \$7,784.47 - invoice#: H25090-01-F-59194 - emergency sewer line repair due to Comcast cable bore
 - Near 231 Appleridge Road - \$10,165.00 - invoice#: H25090-01-F-58891 - continuation of emergency manhole repair

- Near 206 Overlook Drive - \$8,921.76 - invoice#: H25106-01-F-59501 - emergency storm drain repair
5. Declare as an emergency in accordance with MCA Section 31-7-13(k), the repairs and replacement of the storm drain pipe near 203 East Government Street from Highway 80 to Tamberline Street (Black Street - North of Highway 80) due to failure in the storm drain pipe causing a large sinkhole in the roadway and approve the following invoices from Hemphill Construction Company for the emergency repairs and authorize payment of the same.
 - Invoice#: H25090-01-F-59147 - \$29,838.23
 - Invoice#: H25090-01-F-59147 (2) - \$68,703.48
 - Invoice#: H25106-01-F-59147 - \$35,523.91
 6. Approve a Professional Services Agreement with Ashley Transport, LLC/Ashley Farms & Trucking LLC for wood waste grinding services.
 7. Approve the following regarding the utility damage reimbursement payment received from Deviney Construction, a sub-contractor for ATT, to-wit:
 - Accept the reimbursement payment from Deviney Construction, a sub-contractor for ATT, in the amount of \$9,466.28 for damage to a City of Brandon waterline near 355 Crossgates Blvd on 5/21/2025.
 - Approve the corresponding Release and Settlement of Claims for the reimbursement payment and authorize the Mayor and City Clerk to execute the same.
 8. Approve utility adjustment approvals and denials pursuant to the memo, first finding that the adjustment was due to unforeseen circumstances and that the customer did not receive the benefit of the utility.
 9. Approve the following from Hemphill Construction Company for the Dining Poindexter New Parking Lot Project. These items will finalize the project, to-wit:
 - Final Summary Change Order in the amount of \$11,000.85 due to final project quantities, at an increase in the project cost and authorize the Mayor to execute the same, first finding that the Final Summary Change Order, first finding that this change to the original contract is necessary and would better serve the purpose of the agency or the governing authority, and that such change shall be made in a commercially reasonable manner and is not made to circumvent the public purchasing statutes.
 - Pay Request #6 FINAL, including the Final Summary Change Order, in the amount of \$22,153.19 and authorize payment of the same.
 10. Approve the following from Hemphill Construction Company for the Highway 18 Disotell Blvd Improvements Turn Lane Extension Project 2025. These items will

finalize the project, to-wit:

- Pay Request #1 in the amount of \$117,252.23 from Hemphill Construction Company, Inc. and authorize payment of same.
- Final Summary Change Order at an increase of \$3,778.40 in the project amount due to project quantities and authorize the Mayor to execute the same, first finding that this change to the original contract is necessary and would better serve the purpose of the agency or the governing authority, and that such change shall be made in a commercially reasonable manner and is not made to circumvent the public purchasing statutes.
- Pay Request #2 (Final), including the Final Summary Change Order, in the amount of \$9,971.17 and authorize payment of same.

11. Accept the bid of Simmons Erosion Control, Inc, for Base Bid, Alternate #1 and Alternate #3, as the lowest and best bid received, for the Kennedy Farm Parkway Multi-Use Path in the amount of \$175,693.40, as recommended by the City's engineering firm, Benchmark Engineering & Surveying, LLC, and authorize the Mayor to execute contract documents.

Alderman Farris made the motion to approve agenda items G.1 – G.11, in accordance with the memos from the Public Works Department, which are appended hereto with attachments, seconded by Alderman Womack and upon affirmative vote of the members present the motion carried.

H. JOEY BARNETTE, COMMUNITY DEVELOPMENT

1. Approve a Professional Services Agreement with Orion Planning + Design to assist the City with updating the City of Brandon's Zoning Plan and authorize the Mayor to execute the same.
2. Set a Public Hearing during the Regular Board Meeting on October 20th, 2025, for consideration of the application to rezone property zoned R12 - Suburban Neighborhood to NC - Neighborhood Center for Merle Jones East Estate on 344 Hwy 468 (Parcel# 188-5 PPIN # 31579).
3. Authorize Joey Barnette and Randy Barnes to attend the Deep South Planning Conference, hosted by the Mississippi and Alabama Chapters of the American Planning Association, at the Trent Lott National Center in Hattiesburg, Mississippi on October 28-30, 2025 and approve related travel expenses.

Alderman Coker made the motion to approve agenda items H.1-H.3, in accordance with the memos from the Community Development Department, which are appended hereto with attachments, seconded by Alderman King and upon affirmative vote of the members present the motion carried.

4. Accept Final Plat for Hyde Park, Phase 2

Alderman Vinson made the motion to approve agenda item H.4, in accordance with the memo from the Community Development Department, with attachment, which is appended hereto, and subject to the completion of the conditions set forth therein, seconded by Alderman Womack and upon affirmative vote of the members present the motion carried.

I. JOSEPH FRENCH, POLICE CHIEF

1. Accept the resignation of Communications Officer Chantell Williams effective September 26, 2025.
2. Promote Sgt. Jerry Spell to the rank of Deputy Chief and set the rate of pay according to the memo.
3. Hire Lafayette Martin II, as a Patrolman for the City of Brandon Police Department and set the rate of pay according to the memo, effective October 7th, 2025.

Alderman Womack made the motion to approve agenda items I.1-I.3, in accordance with the memos from the Police Department, which are appended hereto with attachment, seconded by Alderman Craine and upon affirmative vote of the members present the motion carried.

J. BRIAN ROBERTS, FIRE CHIEF

1. Authorize application for FY 26 Emergency Medical Services Operating Fund (EMSOF) grant in the amount of \$15,330.00 and authorize the Mayor, Finance Director and Carolyn Palmer (Grant Administrator) to execute all related documents.
2. Approve a Professional Services Agreement with Region 8 Mental Health Services Employee Assistance Program for the fire and police departments and authorize Chief Brian Roberts and Chief Joseph French to execute the same.

Alderman Womack made the motion to approve agenda items J.1 & J.2, in accordance with the memos from the Fire Department, which are appended hereto with attachments, seconded by Alderman Vinson upon affirmative vote of the members present the motion carried.

Alderman Craine left the board meeting and unless otherwise herein-after, did not return.

K. EXECUTIVE SESSION

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

Alderman Farris then made the motion to enter into Executive Session to discuss the transaction of business regarding the prospective purchase of land and the location, relocation or expansion of a business or an industry, seconded by Alderman Vison and affirmative vote of the members present the motion carried.

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

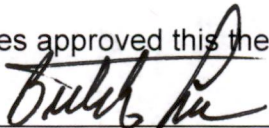
(That there were no votes taken in Executive Session was announced upon resuming the Regular Board Meeting out of Executive Session).

L. ADJOURN

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

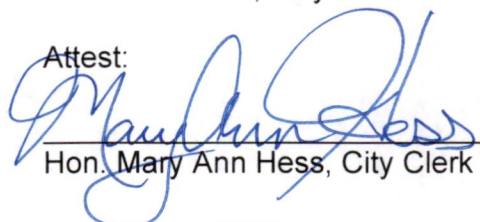
(Next Regular Board Meeting: October 20, 2025).

Minutes approved this the 20th day of October 2025.



Hon. Butch Lee, Mayor

Attest:



Hon. Mary Ann Hess, City Clerk

