

MINUTES OF THE
CITY OF BRANDON BOARD OF ALDERMEN AND MAYOR
REGULAR BOARD MEETING HELD ON JANUARY 5, 2026
BUTCH LEE, MAYOR PRESIDING

A. CALL TO ORDER - Mayor Lee and Aldermen Farris, King, Womack, Coker, Williams, Vinson and Craine were present.

B. INVOCATION AND PLEDGE OF ALLEGIANCE - Alderman Farris gave the invocation and Alderman King led the Pledge of Allegiance.

C. PUBLIC COMMENTS AND RECOGNITIONS - Kathy Pipitone, 103 Windsor Blvd., requested for the Director of Community Development explain the provisions for buffering with respect to the Conditional Use Application that is scheduled to be considered during tonight's meeting.

D. OLD BUSINESS

1. Approve the Work Session and Regular Board Meeting Minutes of December 15, 2025 and the Special Called Board Meeting Minutes of December 17, 2025.

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

E. BUTCH LEE, MAYOR

1. Authorize submission of a grant application to the DOT FY 2026 BUILD Grant Program utilizing Neel Schaffer Engineering for package development and submission for the Hwy 80 Lane Addition Project (College St to I-20, Exit 56).

2. Approve a professional engineering services agreement with Neel-Schaffer, LLC to prepare the 2026 BUILD application for the US Highway 80 Improvements Project in an amount not to exceed \$35,000.00.

Alderman Vinson made the motion to approve agenda items E.1 & E.2 in accordance with the memos with attachments from the Mayor's Office which are appended hereto, seconded by Alderman Craine and upon affirmative vote of the members present, the motion carried.

3. Authorize the submission of an application to the CMPDD/MPO Grant Program utilizing Benchmark Engineering for package development and submission for Federal Surface Transportation Block Grant funds with respect to the following:

- a. Safety: Orleans Way/Dande Drive Intersection
- b. Pavement Management: Louis Wilson Drive

- c. Pavement Management: Value Road
- d. Grants Ferry - Hwy 80 to Trickhambridge Road

Alderman Womack made the motion to approve agenda item E.3 in accordance with the memo with attachments from the Mayor's Office which is appended hereto, seconded by Alderman Coker and upon affirmative vote of the members present, the motion carried.

- 4. Accept two sewer utility easements from Brown Bottling and Rankin First regarding the Hwy. 18 Sewer Project and authorize the Mayor and City Clerk to execute and file the same in the land records of the Rankin County Chancery Clerk.

Alderman Williams made the motion to approve agenda item E.4 in accordance with the memo with attachments from the Mayor's Office which is appended hereto, seconded by Alderman Craine and upon affirmative vote of the members present, the motion carried.

F. MARY ANN HESS, CITY CLERK

- 1. Accept the quote from Metro Building Services for the cost of the monthly rent for a portable chiller in the amount of \$9,977.00 as the lowest and best quote received and authorize payment. (The initial rental price for a portable chiller for the library, pending replacement of the existing chiller was approved at the Board meeting on 12/15/2025 in the amount of \$15,873.00; however, the subsequent monthly rental fee was overlooked in the agenda item.) The rental of a portable chiller is required to operate the system until the chiller is replaced. See Item F.4. The quotes received for the initial and monthly rental are attached.

- 2. Authorize an increase in the voluntary deduction from employees' biweekly pay from .50 cents to \$1.00 for the "Employee Flower Fund" and approve the attached form to be signed by all employees desiring to voluntarily participate.

- 3. Hire Dee Dee Walker as Deputy Clerk effective January 12, 2026, and set salary in accordance with the memo.

- 4. Accept the bid for the City of Brandon Library Chiller Replacement Project to Specialty Heating Services, LLC in the amount of \$184,500.00 as the lowest and best bid received and authorize the Mayor and City Clerk to execute contract documents as applicable.

- 5. Approve:

- a. The Docket of Claims for January 5, 2026.
- b. Fox Everett Claims released on January 5, 2026.
- c. Electronic fund transfers for December 2025.

Alderman Farris made the motion to approve agenda items F.1-F.5 (a)-(c) in accordance with the memos with attachments from the City Clerk's Office which are appended hereto, seconded by Alderman King and upon affirmative vote of the members present, the motion carried.

G. CHARLES PITCOX, EVENTS SERVICES

1. Remove the following part-time runners from the City's payroll roster effective January 6, 2026:
 - a. Celthia Mayfield
 - b. Eric Kerr
 - c. Carley Keyes
2. Approve a revised rental rate schedule for the City of Brandon facilities as presented.

Alderman Williams made the motion to approve agenda items G.1 and G.2 in accordance with the memos with attachments from the Event Services Department which are appended hereto, seconded by Alderman Craine and upon affirmative vote of the members present, the motion carried.

H. ALEX WADE, PUBLIC WORKS DEPARTMENT

1. Transfer Randy Barnes, currently serving as Project Coordinator/ Inspection Manager within the Community Development Department, to the Public Works Department in the position of Public Utilities Coordinator and Inspector, effective January 19, 2026, at his current rate of pay.
2. Hire Isaac Cox as Wastewater Laborer II effective January 12, 2026, and set salary in accordance with the memo.
3. Authorize advertisement for bids for a new SCADA system for the water and wastewater systems.

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

4. Approve Pay Request #6 (FINAL) in the amount of \$10,864.87 from Hemphill Construction Company for the Highway 80 Waterline Improvements Project and authorize payment of the same. The project is finalized with the payment of this pay request.
5. Approve Pay Request #5 in the amount of \$254,797.63 from Griner Drilling Service, Inc. for the Cornerstone Water Well Project and authorize payment of the same.
6. Approve Pay Request #2 in the amount of \$67,818.03 from Jose Serra Construction, LLC for the West Sunset Drive Waterline Replacement Project and authorize payment of the same.
7. Approve the following invoices from Hemphill Construction Company for the Hunters

Woods Sewer Repair Project - sewer point repairs, and authorize payment of the same, to-wit:

- a. Near 141 Woodgate Dr. - \$7,756.10 - invoice #: H25136-01-F-55718 - Group 5 of 6
- b. Near 167 Woodgate Dr. - \$7,756.10 - invoice #: H25136-01-F-55717 - Group 5 of 6
- c. Near 104 Fairdale Place - \$9,897.53 - invoice #: H25136-01-F-55719 - Group 6 of 6

8. Approve emergency repairs in accordance with MCA Section 31-7-13(k) with respect to the matters set forth herein-below and as presented by the Public Works Department and approve corresponding invoices from Hemphill Construction Company for such emergency repairs and authorize payment of the same, to-wit:

- a. Black Street - \$1,264.47 - invoice #: H25118-01-F-59147 - emergency storm drain repair - final invoice.
- b. Stribling Lane - \$2,236.80 - invoice #: H25136-01-F-60180 - emergency sewer manhole repair.
- c. Appleridge Road - \$2,236.80 - invoice #: H25136-01-F-60179 - emergency sewer manhole repair

9. Approve the following invoices from Hemphill Construction Company for non-emergency repairs at commodity pricing and authorize payment of the same, to-wit:

- a. 200 Booker Road - \$6,726.43 - invoice #: H25136-01-F-59260 - manhole repair.
- b. Near 13 Thorngate Drive - \$11,929.60 - invoice #: H25136-01-F-56175 - storm drain pipe repair.
- c. Near 53 Crossgates Drive - \$30,909.39 - invoice #: H25136-01-F-55371 - storm drain pipe replacement.
- d. Near 210 Old Oak Circle - \$5,964.80 - invoice #: H25136-01-F-60278 - manhole repair.
- e. Near 50 Woodbridge Road - \$16,100.34 - invoice #: H25136-01-F-60285 - sewer line repair.

10. Approve utility adjustments pursuant to the memo, first finding that the adjustments are the result of unforeseen circumstances and that the customer did not receive the benefit of the utility service and that the adjustment is in accordance with the City's Utility Adjustment Policy..

Alderman Williams made the motion to approve agenda items H.4-H.10 in accordance with the memos with attachments from the Public Works Department which are appended hereto, seconded by Alderman Coker and upon affirmative vote of the members present, the motion carried.

I. JOEY BARNETTE, COMMUNITY DEVELOPMENT

1. Public Hearing and action re: application for a conditional use (Convenience Store) for Brandon Investments LLC for the southeast corner of HWY 18 and HWY 468 (Parcel # I8B-3).

The Public Hearing was opened with respect to the conditional use application seeking to

locate a convenience store on the property described which is located in a NC Neighborhood zoning district. The Director of Community Development advised that all prerequisites to the Public Hearing have been met and evidence of which is appended hereto, and that the Planning Commission voted to recommend approval of the request with certain conditions and requirements. The Director presented a Planning and Zoning Staff Report, with exhibits, which is appended hereto. Thereafter those in favor of or in opposition to the application were asked to come forward and speak, whereupon Jim Eichleberger spoke in favor of the application on behalf of the property owner. Marilyn Hughes, 112 Bristol Place spoke in opposition to the application. Kathy Pipitone, 103 Windsor Blvd., asked about buffering, lighting and dumpster locations. Kala Harrell Chandler, 350 Whitfield Road spoke in opposition to the application. The Public Hearing was then closed. In the course of discussion additional comments were provided by Nona Stovall, 2005 Canterbury Place who asked for explanation of how the application had progressed to this point and Bob Morrow through the Director who expressed concerns about the dumpster location and Roy Hughes, 112 Bristol Place who expressed concerns about the impact on utility infrastructure and the possibility of EPA leakage. First finding that the applicant failed to establish by the requisite burden of proof the elements required to grant the same as set forth in Section 9.7 of the Zoning Ordinance and further incorporating the matters and things presented at the Public Hearing, Alderman Vinson made the motion to deny the conditional use application as presented, seconded by Alderman Williams and upon affirmative vote of the members present with the exception of Alderman Farris who voted "NAY, the motion carried.

2. Hire Bryson Davis as Code Enforcement Officer I, effective Monday, January 12th, 2026, and set compensation in accordance with the memo.

Alderman Womack made the motion to approve agenda item I.2 in accordance with the memo with attachment from the Community Development Department which is appended hereto, seconded by Alderman Vinson and upon affirmative vote of the members present, the motion carried.

J. JOSEPH FRENCH, POLICE CHIEF

1. Approve a cooperative agreement between the DEA and the Brandon Police Department to add Officer Cody Moulds to the Jackson Task Force and authorize the Chief of Police to execute the same.
2. Approve the following firearms to be added to the Brandon Police Department's forfeited property inventory, in accordance with Mississippi Code Annotated § 97-37-3, to-wit:

- \$ One (1) Smith & Wesson M&P .40 Shield, bearing serial number JDC6580
- \$ (1) Glock 19, 9mm, bearing serial number BWSX716

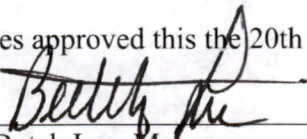
Alderman Womack made the motion to approve agenda items J.1 & J.2 in accordance with the memos with attachments from the Police Department which are appended hereto, seconded by Alderman Craine and upon affirmative vote of the members present, the motion carried.

K. ADJOURN

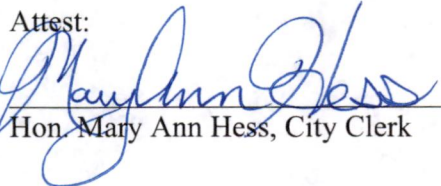
Alderman Williams made the motion to adjourn the Regular Board Meeting, seconded by Alderman Womack and upon affirmative vote of the members present the motion carried.

(Next Regular Board Meeting: January 20, 2026, as January 19, 2026 is a legal holiday.)

Minutes approved this the 20th day of January 2026.



Hon. Butch Lee, Mayor

Attest:


Hon. Mary Ann Hess, City Clerk

