

AGENDA
BRANDON BOARD OF ALDERMEN & MAYOR
REGULAR BOARD MEETING
BUTCH LEE, MAYOR PRESIDING
OCTOBER 16, 2023

1. CALL TO ORDER
2. INVOCATION AND PLEDGE OF ALLEGIANCE
 1. Invocation: Emily Hill
Pledge: Trinity Stamps
3. PUBLIC COMMENTS AND RECOGNITIONS
4. OLD BUSINESS
 1. Approve the Work Session and Regular Board Meeting Minutes of October 2, 2023.
5. BUTCH LEE, MAYOR
 1. Consideration to adopt a resolution of the Board of Aldermen of the City of Brandon, Mississippi, supporting the Brandon Heights Project being undertaken by The Thrash Group, LLC, being comprised of, among other things, a new full-service boutique hotel project with numerous guest amenities, and acknowledging that sales taxes collected from such new hotel project will be diverted to the MS Tourism Project Incentive Program Sales Tax Rebate Fund for a period of up to fifteen (15) years, or until the aggregate amount of thirty (30%) of the hotel project costs incurred by said developer and approved by the MS Development Authority for such project have been paid, whichever shall occur first, pursuant to section 57-26-1 Et. Seq. MS Code of 1972, as amended, and for related purposes.
 2. Consideration to enter a Memorandum of Understanding between the City of Brandon and Rankin County, utilizing proceeds appropriated by the Mississippi Legislature in House Bill 1353 during the 2022 Legislative Session.
 3. Consideration to accept the quote from Central Metal Buildings for items needed for City of Brandon staff to utilize in the restoration process of the reclaimed building known as the Donut Shop, now relocated to the Quarry Parks to be used as a shop, as the best and lowest and authorized purchase of items listed and amend the budget accordingly.
 - Central Metal Building - Quote
 - Born Again Home Remodeling and Roofing - Quote
 4. Approve the CMPDD District Assessment for the Fiscal Year 2024 in the amount of \$9,410.00 and authorize payment for the same.
 5. Request permission to travel to Jackson, MS to attend the 2024 MML Mid-Winter Meetings on January 9-11, 2024, and authorize payment of conference fee.

6. Request permission to approve the purchase of catering services not to exceed \$2,000.00 for the City of Brandon Homeowners Association annual meeting to be held on Tuesday, November 14, 2023.

7. Consideration to appoint Lynn Bullock to the Planning Commission.

6. ANGELA BEAN, CITY CLERK

1. Authorize payment to iWorQ in the amount of \$9,189.00 for the 2024 renewal of the permit management and citizen request software.
2. Consideration to adopt a resolution authorizing the submission of an application for the Mississippi Outdoor Stewardship Trust grant and authorize the Mayor to execute all related documents.
3. Consideration to adopt a revised Employee Handbook and an amended employee paid time off policy schedule.
4. Consideration to revise policy regarding the accrual of compensatory and holiday time to institute policy of employees being paid as and when such time is earned and authorize one-time payment of previously accrued time in accordance with the memo.
5. Consideration to reject all bids for the City Park Pour in Place Safety Surface project and authorize re-advertisement with revised specifications.
6. Consideration to approve:
 - a. Docket of Claims for October 13 and 16, 2023.
 - b. Fox Everett claims released on October 5, 2023.

7. CARLEY KEYES, EVENT SERVICES

1. Consideration to accept quotes and enter a catering agreement with Catered Occasions for serving the Veterans' Day Breakfast on November 9, 2023, in the amount of \$6,306.00.

8. PAUL BRANNON, PUBLIC WORKS DEPARTMENT

1. Consideration to approve invoice #H23083-01 (final) in the amount of \$163,926.94 from Hemphill Construction Company for the July 2023 repairs at the approved commodity bid pricing, authorize payment of the same and amend the budget accordingly.
2. Request permission to develop plans and advertise a bid notice for the Eastwood Drive Waterline Relocation and Road Widening Project.
3. Request permission to publish a notice requesting bids for the Marquette Road Multi-Use Path.
4. Consideration to approve Specialty Tree Service, LLC invoice in the amount of \$45,000.00 for the emergency clean-up of storm debris related to storm damage on June 16, 2023.

5. Consideration to approve invoice #H23100-01 (final) in the amount of \$104,906.67 from Hemphill Construction Company for August 2023 repairs at the approved commodity bid pricing, authorize payment of the same and amend the budget accordingly.
 6. Consideration to declare an emergency the repairs to the grinder pump at 755 Shiloh Road and the soft start and control board at Richland Creek Lift Station, approve Harvey Services Inc. invoices in the amount of \$16,269.06 and authorize payment of the same.
 7. Consideration to declare an emergency the storm drainpipe replacement at 72 Glenway Drive due to several sinkholes, deteriorated pipe and creating a hazard to the general public.
 8. Consideration to approve pay request #8 in the amount of \$260,728.49 from Thornton Construction Company for the Grants Ferry Parkway Sewer Line Extension Project and authorize payment of the same and approve change order #1 in the amount of \$5,430.16 increasing the total contract to \$3,370,646.31.
 9. Consideration to approve the final pay estimate and final payment from MDOT to the LPA in the amount of \$33,010.26 for the Highway 80, Eastgate and Municipal Drive Signal Project.
 10. Consideration to approve the final pay estimate and final payment from MDOT to the LPA in the amount of \$54,209.18 for the Highway 18 at Louis Wilson Signal Improvements Project.
 11. Consideration to accept the commodity bids received on October 10, 2023, and award to the best and lowest in accordance with the memo.
 12. Consideration to reject commodity bids for general construction services, CCTV and Combo Jet/Vac truck and yard restoration services and authorize republication of notice requesting bids for the same.
9. SAM HAWKINS, COMMUNITY DEVELOPMENT
1. Set public hearing for November 6, 2023, regarding conditional use request to build/operate a Mausoleum at Crestview Memorial Cemetery at 1106 Star Rd (Parcel 17-54-10).
 2. Set public hearing for November 6, 2023, regarding Conditional Use request to install above ground utilities excluding water and sewer at Morris Dr property currently owned by Bank of Yazoo (Parcel # H8-1-40).
 3. Request permission for Jesse Green and Randy Barnes to travel to Natchez, MS to attend the Building Officials Association of Mississippi winter conference on November 29,30 and December 1, 2023
 4. Request permission for Sam Hawkins to travel to Starkville, MS for the APA Deep South Planning Conference on October 18-20, 2023, and authorize reimbursement of all travel related expenses.
 5. Please set the following public hearing for November 6th, 2023:
Public hearing regarding making a determination of a public nuisance at 601 West Jasper Street (Parcel 18E-8-10) Rosewood Estates.

10. WAYNE DEARMAN, POLICE CHIEF

1. Request permission to hire Gavin Hill as a Patrolman Trainee pending successful completion of all preemployment requirements and set rate of pay in accordance with the memo.
2. Accept the resignation of Officer Deon Allen from his position as a Patrolman for the City of Brandon effective October 15, 2023.
3. Consideration to amend item 10.2 from October 2, 2023, to accurately reflect the hiring of Joseph Latham as a Certified Law Enforcement Trainee in accordance with MS Code Section 45-6-3(e)(ii).
4. Request permission for Lt. McGruder to apply for the Homeland Security Grant and authorize the Mayor to execute all related documents.

11. BRIAN ROBERTS, FIRE CHIEF

1. Consideration to accept the FY 2023 Homeland Security grant in the amount of \$22,500.00 to purchase trench rescue equipment and accept the FY 2023 Homeland Security grant in the amount of \$4,500 for the CERT team and authorize the Mayor, City Clerk and Fire Department Administrative Assistant to execute any related documents.
2. Request permission to hire Jimmie Lee Wilson as probationary firefighter and set a rate of pay per memo.
3. Accept resignation of Probationary Firefighter Jacob Hust.
4. Request permission to purchase ten (10) sets of turn-out gear from Siddons-Martin Equipment Sales, a state contract vendor, in the amount of \$32,750.00 and authorize payment of the same.
5. Request permission to transfer a 2012 Dodge Ram 1500 to Community Development.
6. Declare an emergency the repairs to the 1999 Pierce Quantum in the amount of \$8,061.24 from Emergency Equipment Professionals and authorize payment of the same.

12. EXECUTIVE SESSION

13. ADJOURN