

AGENDA
BRANDON BOARD OF ALDERMEN & MAYOR
REGULAR BOARD MEETING
BUTCH LEE, MAYOR PRESIDING
AUGUST 5, 2024

1. CALL TO ORDER
2. INVOCATION AND PLEDGE OF ALLEGIANCE
3. PUBLIC COMMENTS AND RECOGNITIONS
4. OLD BUSINESS
 1. Approve the Work Session and Regular Board Meeting Minutes of July 15, 2024.
5. BUTCH LEE, MAYOR
 1. Consideration to reject the two quotes for the ROW Tree Removal at various areas in the City (see attached list), and authorize the Administration to proceed with the advertisement to bid.
 2. Consideration to approve the payment of the removal of ROW trees along Luckney Road to D.A.T.S. Tree Work in the amount of \$54,200.00. Quote was approved at the Board meeting on 6/17/24.
 3. Consideration to approve pruning and cleanup services as a professional services contract to Murphy's Lawn and Landscape, Inc. in the amount of \$7,932.50 along the north side of Highway 80 between Stonegate Drive and corner of Lakebend Condo's fence.
 4. Consideration of a quote for manhole inspection at various locations within the City from Core & Main in the amount of \$7,685.00.
 5. Consideration to give Live Nation permission to make periodic requests for "Terms of Use" (TOU) sweeps directly with Ticketmaster, in order to prevent scalping on the tickets at the Amphitheater.
 6. Consideration to approve a professional services Limited License Agreement with Fun Guys, LLC. re: Magic of Lights 2024.
 7. Consideration to approve an invoice from Baker, Donelson, Bearman, Caldwell & Berkowitz, representing the East Metro Corridor Commission in the amount of \$1,428.00 (25% of the total invoice of \$5,712.00).
 8. Consideration to advertise in the 2025 Mississippi Tour Guide for the purpose of promoting tourism in the city.
 9. Consideration of approval of a Municipal Reserve Fund for the City of Brandon.
 10. Consideration of a request to travel to Tunica, MS to attend the MML Fall Board of Directors Meeting

6. MARY ANN HESS, CITY CLERK

1. Consideration to approve professional services agreements for the purposes of promoting 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:
Jordan Davis - Live Nation Sell-off Agreement Brandon Amphitheater
Sturgill Simpson Sell-off Agreement - AEG and Brandon
2. Consideration of the acceptance of the FYE 2024 audit engagement letter with Barlow and Company, PLLC and authorizing the Mayor to sign the letter.
3. Consideration to accept the parcel of land (0.54 acres on Harrell Street) for the purpose of public streets, drainage, utility and other municipal purposes.
4. Consideration of designating City Clerk Mary Ann Hess and City Accountant Tracie Riggins as the authorized users at Trustmark National Bank regarding the City of Brandon's business credit cards.
5. Consideration to accept the Mississippi Office of Highway Safety (MOHS) and Brandon Police Department Grant Agreement for FY 2025, part of the 402 Police Traffic Services funding, in the amount of \$60,000.00 and authorize the Mayor to sign the agreement.
6. Consideration to approve the two quotes related to the wall/roof repair at City Hall and authorize the Mayor to execute the two contracts:
 1. Adam Evens Waterproofing Co., Inc. as the lowest and best quote - to remove and replace all concrete masonry unit (cmu) expansion joints across the front of City Hall.
 2. Malone Roofing Services LLC as the lowest and best quote - to install a new termination bar to the existing roof membrane and repair the existing wall to roof flashing.
7. Consideration of the approval of the quote from Mity Incorporated to purchase additional chairs and racks in the amount of \$34,115.93 and authorize the Mayor to execute the contract.
8. Consideration to approve the quote from Elcon Electrical Contractors, Inc. in the amount of \$16,750.00, for the interior power to the Quarry Maintenance Building.
9. Consideration to approve Jody Compton permission to attend two courses in Pearl, MS, one on September 25-26 for Introduction to ArcGIS pro and the other one on December 4-5 for Intermediate ArcGIS Pro. He also needs to attend a GIS online course on October 23-24 in Gulfport, MS. The classes will teach him how to map our irrigation systems throughout the City and are at no cost to the City of Brandon.
10. Consideration to approve the registration/travel for the City Accountant Tracie Riggins to attend the MSCPA Annual Conference on August 15-16, 2024 in Ridgeland, MS in the amount of \$295.00.
11. Consideration to approve the disposal/shredding of the FY 2019 Payable documents: 1) Letters A-Z Files, Check Copies, and Invoices; 2) AP Cash Disbursements; 3) AP Paper copies of the Claims Dockets; 4) AP Pre-Check Audits; 5) AP Umpire Manual Warrants; 6) AP Voided Checks; 7) AP Check Registers by Detail, Summary and Department.

12. Consideration of a request declaring surplus of approximately 82 fluorescent light fixtures and 14 stage spotlights, which are no longer of use or value to the City, and authorize the sale of the same on GovDeals.

13. Consideration to approve:

- a. Docket of Claims for August 5, 2024.
- b. Fox Everett claims released on July 25, 2024.
- c. Electronic fund transfers for July 31, 2024.

7. CARLY DEARMAN, PUBLIC WORKS DEPARTMENT

1. Consideration to approve Pay Request 4 in the amount of \$638,658.54 from Adcamp, Inc. for the 2024 Overlay Project and authorize payment of the same.
2. Consideration to approve the Memorandum of Understanding between the Board of Aldermen & Mayor Butch Lee in regard to ARPA Funding as detailed in MDEQ Agreement No. 547-2-DW-5.15 for the Burnham Road Waterline Improvements Project and authorize execution of the same.
3. Consideration of a request declaring certain City of Brandon equipment as surplus as listed on the attached memo and authorize the sale of or the destruction of said equipment.
4. Consideration to hire Karter Bounds as a Water Laborer II in the Public Works Department effective August 6, 2024, at a rate of pay pursuant to the memo.
5. Consideration to approve the modification of MCWI Sub-award Agreement #547-2-DW-5.15 from MDEQ and authorize the Mayor to execute the same.
6. Consideration to approve utility adjustment approvals and denials pursuant to the memo.
7. Consideration to declare an emergency the traffic signal repairs at Highway 18 & I-20 which occurred on July 3, 2024, and approve invoice #M2024.132 in the amount of \$14,917.00 from Lewis Electric, Inc. and authorize payment of the same.
8. Consideration to approve invoice #H24023-07 in the amount of \$40,350.41 from Hemphill Construction Company for General Construction Services in the month of June 2024 at the FY24 commodity pricing and authorize payment of the same.
9. Consideration to approve Pay Request 1 in the amount of \$74,437.23 from Simmons Erosion Control for the 2024 Eastgate Sidewalk Project and authorize payment of the same.
10. Consideration to approve the bid renewal for Herbicide Treatment of Right-of-Ways, Ditches, Detention Ponds, & Cemeteries with Chempro Services, Inc. for the 2024 spraying season.
11. Consideration to approve invoice #H24023-07-54394 in the amount of \$8,710.41 from Hemphill Construction Company for sewer point repairs as part of the Hunters Woods Sewer Repair Project - Group 2 of 6, authorize payment of the same, and amend the budget accordingly.

12. Consideration to declare an emergency the following repairs and authorize payment of the Hemphill Construction invoices for each repair.
 1. Marquette Road near the GM Plant - \$5,196.00 - invoice #H24023-07-54393 - ER water valve repair
 2. 138 Meadowlane - \$11,855.14 - invoice #H24023-07-53778 - ER sewer repair
 3. 53 Terrapin Cove - \$13,588.41 - invoice #H24023-07-53829 - ER sewer repair
 4. 652 Trickhambridge Road - \$5,196.00 - invoice #H24023-07-53864 - ER sewer repair
 5. 194 Huntview Drive - \$5,568.12 - invoice #H24023-07-53912 - ER sewer repair
 6. 22 Quail Ridge Drive - \$3,983.00 - invoice #H24023-07-52486 - ER sewer repair
 7. 288 Cornerstone Drive - \$46,157.00 - invoice #H24023-07-52067 - ER sewer repair
13. Consideration to approve Pay Request 2 in the amount of \$331,584.41 from Thornton Construction Company, Inc. for the Marquette Road Multi-use Path Project and authorize payment of the same.
14. Consideration to approve Pay Request 1 in the amount of \$178,418.55, Pay Request 2 in the amount of \$23,821.25, and Pay Request 3 FINAL in the amount of \$10,644.20 from Hemphill Construction Company for the Highway 471 Sewer Line Extension Project and authorize payment of the same.
15. Consideration to approve Pay Request 3 in the amount of \$224,662.82 from Eubank Construction Company, Inc. for the Highway 18 Highway 468 Sewer Force Main Replacement Project and authorize payment of same.
16. Consideration to approve contract #23-15239(RL) from Meridiean Speedway, LLC, authorize the Mayor to execute the same, and authorize payment of the contract fee in the amount of \$9,375.00 for the Cornerstone Grants Ferry Parkway Waterline Extension Project.
17. Consideration to approve Change Order 2 from Cain, Inc. for an increase of 35 days in contract time for the Shiloh Park EWP Bank Stabilization Project.
8. SAM HAWKINS, COMMUNITY DEVELOPMENT
 1. Consideration to approve the development review application for Brookfield Subdivision (parcel #I9E-2).
9. JOSEPH FRENCH, POLICE CHIEF
 1. Consideration of a request changing Dwyane Martin to a part-time investigator and change rate of pay in accordance with the memo.
 2. Consideration of a request for Sgt. Inv. Robbie Reid to travel to Hoover, AL to participate in the Digital Evidence Investigations Course on October 13-18, 2024.
10. BRIAN ROBERTS, FIRE CHIEF
 1. Consideration of a request asking permission to hire Lawton Burnham and Jackson Swales as firefighter trainees and set a rate of pay per memo.
 2. Consideration of a request asking permission to purchase uniform pants from The Southern Connection as the lowest and best quote.

3. Consideration to approve paramedic school contracts from School of EMS for Capt. McClora and FF Max Chandler and authorize Div. Chief Jerry King to execute the same.
4. Consideration of a request asking permission for Chief Roberts, Deputy Chief Wofford and Division Chief King to travel to Meridian, MS to attend the Mid-Winter Chiefs Conference and approve all travel expenses.

11. EXECUTIVE SESSION

12. ADJOURN