AGENDA
BRANDON BOARD OF ALDERMEN & MAYOR
REGULAR BOARD MEETING
BUTCH LEE, MAYOR PRESIDING
OCTOBER 7, 2024

1. CALL TO ORDER
2. INVOCATION AND PLEDGE OF ALLEGIANCE
3. PUBLIC COMMENTS AND RECOGNITIONS
    1. Proclamation-Rock Star Missionary Baptist Church
4. OLD BUSINESS
    1. Approve the Work Session and Regular Board Meeting Minutes of September 23, 2024.
5. BUTCH LEE, MAYOR
    1. Consideration to amend a water utility easement from Trustmark National Bank for work related to the improvements regarding the road to the newly acquired Entergy property. The original easement was adopted on July 15, 2024.
    2. Approve a professional services agreement with SST HR Consulting to provide employment locate services to fill the position of an accounts payable specialist for the City, upon the same terms and conditions as previously retained for other employment searches and authorize the Mayor and City Clerk to execute the same.
    3. Consideration to make salary corrections for individuals who were inadvertently missed during the budget, as per the attached spreadsheet; the finance director is authorized to make the necessary budget amendments.
    4. Consideration to approve a quote from Murphy's Lawn & Landscape, Inc. as a professional services contract to renovate and clean City Hall's planting beds in the front parking lot, and authorize the Mayor to execute the same.
    5. Request permission to purchase two (2) 2024 Triple R 82 X 20 trailers from MC Trailer Sales Inc., as the lowest and best quote received, at a total of $9,050.00 and authorize payment of the same.
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:
       Kidz Bop Kids - LN Sell-off Agreement Brandon Amphitheater 09.16.2024
       Bryan Martin Artist Ageement - City Hall Live 2024.pdf
    2. Consideration of rejecting the two bids received for the Tennis Rehabilitation Project since neither bid met the bid requirements and authorizing the readvertisement of the

project.

3. Consideration to authorize payment to Logics Software annual maintenance and support in the amount of $10,638.00.

4. Consideration of the approval of a Standard Plan quote from ArchiveSocial in order to come into compliance with the requirements of the Mississippi Public Records Act. The first year of the contract will be in the amount of $6,391.00.

5. Consideration to amend the current Pest Control Service Agreement with David Jefcoat Pest Control, INC., to include the City Shop. Service to include quarterly service to the inside, outside and perimeter of the building. This cost is $75 per quarter or $300 per year. Request permission to authorize the mayor to execute this amendment and all related documents.

6. Consideration to approve the 2024 Sixteenth Section Lease Payment 16-5-3 I8J-52 in the amount of $5,161.42. The annual lease begins on 10/01/2024.

7. Request permission to surplus approximately 209 broken concert chairs and authorize the sale of the same on govdeals, as they are no longer of use to the city with all proceeds going back to the 2% fund.

8. Consideration to accept the Municipal Compliance Questionnaire for fiscal year 2024 and authorize the Mayor and Clerk to sign the same.

9. Consideration to hold a Flu Shot Clinic for City personnel on October 28, 2024 at City Hall.

10. Consideration for City Clerk Mary Ann Hess, Deputy Clerk Rebecca Pevey, and Deputy Clerk Candance Hunley to attend election training at the Winter MMCCA Conference at the Sheraton Refuge Center in Flowood, MS on December 11-13, 2024.

11. Consideration to approve:

    a. Claims docket for Fiscal Year End 2024 - September 30, 2024.
    b. Claims docket for Fiscal Year End 2024 - October 4, 2024 Post Close.
    c. Claims docket for Fiscal Year 2025 - October 7, 2024.

7. CARLY DEARMAN, PUBLIC WORKS DEPARTMENT

    1. Consideration to approve the following invoices from Hemphill Construction Company for emergency repairs in the months of July, August, & September 2024 at the FY24 General Construction Service commodity bid pricing and authorize payment of the same.
    1. 61 Sunline Drive - ER Sewer Repair due to utility bore - $12,458.30
    2. 61 Terrapin Cove - ER Sewer Repair - $8,978.60
    3. 76 Pine Cove - ER Sewer Repair due to utility bore - $7,197.00
    4. 101 Deborah Drive - ER Sewer Repair - $5,898.00
    5. near 201 North Street - ER Water Leak Repair - $6,567.00
    6. 308 Brenmar Drive - ER Sewer Repair - $6,264.50
    7. near 526 & 532 East Jasper Street - ER Water Leak Repair - $6,865.50
    8. 606 West Sunset Drive - ER Sewer Repair - $20,770.65
    9. 1075 Centrepointe Drive - ER Sewer Repair - $12,238.50

10. 439 Greenfield Ridge Circle - ER Sewer Repair - $6,256.50
11. Greystone Court near Woodstone Road - ER Water Leak Repair - $5,898.00
12. Harrell Street - ER Sewer Repair - $13,996.20
13. Louis Wilson Drive near Kennedy Farm Parkway - ER Sewer Issue - $5,945.50

2. Consideration to approve the following invoices from Hemphill Construction Company for the Hunters Woods Sewer Repair Project - Group 2 of 6 - sewer point repairs, authorize payment of the same, and amend the budget accordingly. The Board approved permission to proceed with these sewer point repairs on 5/20/2024.
   1. near 11 Terrapin Hill Road South - H24023-54624 - $25,745.90 - utility bore damage
   2. near 15 Terrapin Hill Road South - H24023-54623 - $6,567.00

3. Consideration to approve Pay Request 3 in the amount of $17,202.39 from Simmons Erosion Control Company, Inc. for the 2024 Eastgate Sidewalk Project and authorize payment of the same.

4. Consideration to approve Pay Request 8 in the amount of $187,083.58 from Hemphill Construction Company for the Highway 80 Signal Improvements Project Stonegate Drive and Woodgate Drive and authorize payment of the same.

5. Consideration to approve the following from Simmons Erosion Control Company, Inc. for the Mary Ann Drive Sidewalk Improvements Project.
   1. Approve Pay Request 3 FINAL in the amount of $7,266.97 and authorize payment of the same. Pay Request 3 includes the Final Summary Change Order for the project.
   2. Approve the Final Summary Change Order at a decrease in the project cost of $4,856.88 and authorize the Mayor to execute the same.

6. Consideration to approve the following regarding the Morrow Orr Drainage Improvements Project.
   1. Rescind item #7.5 from the September 23, 2024, Board meeting due to bond requirements required on projects over $25,000.00
   2. Reject all bids received on Septemer 13, 2024, due to bond requirements as required on projects over $25,000.00
   3. Permission to re-advertise for quotes for the Morrow Orr Drainage Improvements Project.

7. Consideration to accept the Letter of Resignation from Wesley Riels, Water Laborer II, in the Public Works Department effective October 15, 2024.

8. Consideration to approve utility adjustment approvals and denials pursuant to the memo.

9. Consideration to award the bid in the amount of $336,945.00 to Hemphill Construction Company, Inc. as the best and lowest bid received for the Dining Poindexter New Parking Lot Project.

10. Consideration to approve the Memorandum of Understanding between the City of Brandon Board of Aldermen and Mayor Butch Lee in regard to MDEQ Agreement No. 546-2-CW-5.5 and authorize execution of the same. MDEQ Agreement No. 546-2-CW-5.5 is funding for the Lance Martin Easthaven Rehabilitation Project.

11. Consideration to approve the Memorandum of Understanding between the City of Brandon Board of Aldermen and Mayor Butch Lee in regard to MDEQ Agreement No.

58-2-CW-5.5 and authorize execution of the same. MDEQ Agreement No. 58-2-CW-5.5 is funding for the Highway 18 Highway 468 Sewer Force Main Replacement Project.

12. Consideration to approve the revised agreement with Langford Water Association for sewer fee collections, to update the same in accordance with applicable law and supersede and replace the existing two agreements, and authorize the Mayor to execute the same.

13. Consideration to approve and award the FY25 commodity bid prices pursuant to the memo.

8. SAM HAWKINS, COMMUNITY DEVELOPMENT

    1. Consideration to approve 100 GB of additional data storage with iWorqs at a cost of $250.00 annually.

    2. Consideration to approve travel to Natchez, MS for Randy Barnes and Jesse Green to attend the Building Officials Association of Mississippi winter conference from December 4 - 6, 2024.

    3. Consideration to approve a Development Review Application for Gilreath Construction to be built on Tanglewood Dr. (parcel # I9B-12)

9. JOSEPH FRENCH, POLICE CHIEF

    1. Accept the resignation of Joseph Branch as a Patrolman for the City of Brandon effective September 23, 2024.

    2. Request permission for Chief Joseph French to travel to Oxford, MS to participate in the 2024 Mid-Year Chief Conference December 9-13, 2024.

    3. Request permission to hire Tami Hutson as a Police Officer for the City of Brandon Police Department and set her rate of pay in accordance with the memo.

10. BRIAN ROBERTS, FIRE CHIEF

    1. Request your consideration to purchase equipment for 24HS128 Homeland Security Grant.

    2. Request consideration to apply for the FY 25 Emergency Medical Services Operating Fund (EMSOF) grant in the amount of $15,330.00 and authorize the Mayor and Finance Director to execute all related documents.

    3. Request consideration to approve invoice # 7132-24-362 from Joe Goddard Enterprises, LLC in the amount of $6,518.00 as emergency repairs to some of our outdoor warning sirens and authorize payment for the same.

11. EXECUTIVE SESSION

12. ADJOURN