

AGENDA
BRANDON BOARD OF ALDERMEN & MAYOR
REGULAR BOARD MEETING
BUTCH LEE, MAYOR PRESIDING
OCTOBER 21, 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 October 7, 2024.
5. BUTCH LEE, MAYOR
 1. Consideration to approve payment to Jones Walker law firm in the amount of \$2,535.00 regarding the Brandon Heights TIF Project.
 2. Consideration to approve travel to Jackson, MS for the Mayor, Aldermen, and City Clerk to attend the 2025 MML Mid-Winter Meetings on January 14-16, 2025 and authorize payment of conference fees.
 3. 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:
Black Jacket Symphony 12.07.2024 Artist Agreement - City Hall Live
 2. Consideration to amend a previously adopted order on 2 Jan 2024 with a corrected forfeiture order dated 8 Feb 2024. (The order was to sell a 2010 Mini Cooper with the incorrect VIN Number. The forfeiture order now has the correct VIN Number of WMWMF3C5XATZ66443.)
 3. Consideration to award the Cornerstone / Grants Ferry Parkway Waterline Extension to the lowest and best bidder, Thornton Construction Company. Bids were received on the project on October 10th, 2024 at 2:00 p.m. from the following companies:

Thornton Construction Company, Inc.	\$ 1,299,320.00
Hemphill Construction Co., Inc.	\$ 1,522,240.00
Eubank Construction	\$ 2,125,273.00
 4. Consideration to approve the quotes for the Quarry Turf Replacement Project. The quote from Sports Contractors Unlimited, LLC in the amount of \$74,250.00 be accepted as the lowest and best quote for labor and equipment and the quote from Shaw

Integrated and Turf Solutions, Inc. in the amount of \$10,514.25 be accepted as the lowest and best quote for materials.

5. Consideration to approve the purchase of catering services not to exceed \$2,500.00 for the annual meeting of the City of Brandon Homeowners Associations to be held on Tuesday, November 12, 2024, first incorporating the findings in the memo regarding the same.
6. Consideration to approve the purchase of catering services for the Veterans' Day Breakfast on November 11, 2024, from Your Personal Chef, Inc. in the amount of \$3,400.00.
7. Consideration to approve 2024 Sixteenth Section Lease(s) Invoice, acknowledging and accepting CPI increase in the amount of \$125.97 for a total amount of \$5,287.39, and further authorize Mayor to sign and authorize issuance of payment to cover full amount.
8. Consideration to approve the CMPDD District Assessment for the Fiscal Year 2025 in the amount of \$9,410.00 and authorize payment for the same.
9. Consideration to approve enrollment for Candance Hunley and Rebecca Pevey for the Spring Certification Training Program for Municipal Clerks and attend all required training and authorize payment of registration fee(s) and all related travel expenses.
10. Consideration to approve and authorize the publication of the budget amendments for the Fiscal Year Ending 2024.
11. Consideration to approve the proposed 2025 Holiday Schedule and any additional days as proclaimed by the Governor in 2025. Also, the Governor has proclaimed Friday, November 29, 2024 and Tuesday, December 24, 2024 as official state holidays.
12. Consideration to approve:
 - a. Docket of Claims for October 18, 2024 and for October 21, 2024.
 - b. Fox Everett claims released on October 3, 2024 and October 17, 2024.

7. CARLY DEARMAN, PUBLIC WORKS DEPARTMENT

1. Consideration to rescind Board action taken on October 7, 2024, under section 7.12 of the minutes with regard to the Langford Water Association Agreement, due to additional changes being made to the agreement by Langford Water Association.
2. Consideration to approve invoice #H24023-09-55426 in the amount of \$35,378.20 from Hemphill Construction Company for the replacement of the street cross drain near 65 Glenway Place for the 2024 Overlay Project and authorize payment of the same. The Board gave permission to proceed with this cross drain replacement on March 4, 2024. This work was performed at the FY24 General Construction Commodity Bid pricing.
3. Consideration to approve Supplemental Agreement No. 2 with Thornton Construction Company, Inc. for the Marquette Road Multi-Use Path Project and authorize execution of the same. Supplemental Agreement No. 2 will be an increase in the project cost of \$64,158.23.

4. Consideration to approve the Hemphill Construction Company invoices totaling \$256,753.15 for July, August, & September 2024 repairs, as detailed in the memo, and authorize payment of same. All services rendered by Hemphill Construction Company were at the FY24 General Construction Services Commodity Pricing
5. 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.
 1. near 21 Terrapin Hill Road South - H24023-54621 - \$14,613.50
 2. near 23 Terrapin Hill Road South - H24023-54622 - \$6,567.00
6. Consideration to approve the following invoices from Hemphill Construction Company for the Hunters Woods Sewer Repair Project - Group 3 of 6 - sewer point repairs, authorize payment of the same, and amend the budget accordingly.
 1. Near 146 Summit Ridge Drive - H24023-55080 - \$6,196.50
 2. Near 198 Huntview Drive - H24023-55076 - \$13,787.35
 3. Near 147 Forest Ridge Drive - H24023-55081 - \$8,428.20
7. Consideration to approve Pay Request 4 in the amount of \$125,118.26 from Thornton Construction Company for the Marquette Road Multi-Use Path Project and authorize payment of the same.
8. Consideration to approve Pay Request 7 in the amount of \$691,988.46 from Adcamp, Inc. for the 2024 Overlay Project and authorize payment of the same.
9. Consideration to approve the following items from Eubank Construction Company for the Highway 18 Highway 468 Sewer Force Main Replacement Project.
 1. Approve Pay Request 4 in the amount of \$66,150.21 and authorize payment of the same.
 2. Approve Change Order 2 at an increase in the project cost of \$38,759.05 pursuant to the memo and authorize execution of the same.
10. Consideration to approve invoice #54078 in the amount of \$70,500.00 from Sunbelt Crushing, LLC for concrete crushing services and authorize payment of the same. The Board approved a Professional Services Agreement with Sunbelt Crushing, LLC on May 6, 2024, for concrete crushing services.
11. Consideration to approve invoice #H24023-53566 in the amount of \$22,690.80 from Hemphill Construction Company for emergency storm drain repairs at 288 Cornerstone Drive and authorize payment of the same. This repair was declared an emergency by the Board on 8/5/2024.
12. Consideration to approve the quote in the amount of \$64,554.00 from Thornton Construction Company for the Morrow Orr Drainage Improvements Project as the lowest and best quote received.
13. Consideration to transfer Theresa Trebotich from General Government (Accounts Payable) to the Public Works Department as an Administrative Assistant I effective November 4, 2024, at the rate of pay pursuant to the memo.
14. Monthly Report for September 2024:
 1. Water Meter Service Calls: Total #: 621 (Customer Leak: 558; Other 63)

2. Phone Calls thru Answering Service: 5,186
3. Work Orders Reported Total: 295
 - Water - 103
 - Sewer - 36
 - Streets - 25
 - Drainage - 16
 - Other - 115
4. Work Orders Completed Total: 350
 - Water - 134 (water leak repairs - 48)
 - Sewer - 45 (grinder pump repairs - 15)
 - Streets - 26
 - Drainage - 27
 - Other - 118
5. Locates Requests: 449
6. Billing: Billed: \$1,294,428.51; Collected \$856,606.65

8. SAM HAWKINS, COMMUNITY DEVELOPMENT

1. Set public hearing for conditional use application for 103 Prescott Dr - Parcel # I8F-60
2. Consideration to approve a new iWorq contract to include 100 additional GB of data storage.

9. JOSEPH FRENCH, POLICE CHIEF

1. Accept the resignation of Maragret Ely as a communication officer effective October 8, 2024.
2. Permission to hire Gerrad Bacon as a Patrolman for the Bandon Police Department effective November 1, 2024, and set rate of pay in accordance with the memo.
3. I would like to present Lieutenant Paige Ramage with a Life Saving Award.
4. Request permission for Captain Brian Elwell to travel to Biloxi, MS on March 9-14, 2025 to participate in the FBI LEEDA Supervisor Leadership Institute.
5. Request approval of a MOU between the City of Brandon and Brando Police Department with the Mississippi Office of Homeland Security to access the license plate reader data and authorize Mayor Lee and Chief French to execute all documents.

10. BRIAN ROBERTS, FIRE CHIEF

11. EXECUTIVE SESSION

12. ADJOURN