AGENDA
BRANDON BOARD OF ALDERMEN & MAYOR
REGULAR BOARD MEETING
BUTCH LEE, MAYOR PRESIDING
JANUARY 6, 2025

1. CALL TO ORDER
2. INVOCATION AND PLEDGE OF ALLEGIANCE
3. PUBLIC COMMENTS AND RECOGNITIONS
4. OLD BUSINESS
    1. Approve the Regular Board Meeting Minutes of December 16, 2024.
5. BUTCH LEE, MAYOR
6. MARY ANN HESS, CITY CLERK
    1. Consideration to approve a quote from NJ Farms, Inc. to repair the driveway at the Star Road Fire Station in the amount of $22,800.00. Another quote was received from Thornton Construction Co., in the amount of $38,300.00.
    2. Consideration to pay an invoice from Benchmark Engineering & Surveying for structural engineering services at the Brandon City Hall in the amount of $24,000.00. The item is budgeted.
    3. Consideration to approve the engagement letter for the FY 2024 Continuing Disclosure with Butler Snow attorneys and authorize the Mayor to execute the same.
    4. Consideration to close the bank account titled "SB 2971" at Community Bank. The project pertaining to this Senate Bill, "Civic Center lighting improvements", has been completed.
    5. Consideration to accept an order acknowledging the dismissal of a lawsuit against the City of Brandon (Government Employees Insurance Company a/s/o Jerrick Taylor v. City of Brandon, Mississippi.)
    6. Consideration to approve the pay schedule (itemized below) for election officials for the upcoming municipal elections to be held in 2025.
    7. Consideration to approve:
        a. Docket of Claims for January 6, 2025.
        b. Fox Everett claims released on January 6, 2025.
7. CARLY DEARMAN, PUBLIC WORKS DEPARTMENT
    1. Consideration to approve Pay Request 3 in the amount of $160,181.88 from Hemphill Construction Company for the Burnham Road Waterline Improvements Project and authorize payment of the same.

2. Consideration to approve Pay Request 1 in the amount of $66,599.27 from Thornton Construction Company for the Morrow Orr Drainage Improvements Project and authorize payment of the same.

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

4. Consideration to approve the following finalization items for the 2024 Eastgate Sidewalk Project.
   1. Approve the Final Summary Change Order in a credit amount of $10,513.45 from Simmons Erosion Control and authorize the Mayor to execute the same.
   2. Approve Pay Request 4 FINAL (including the Final Summary Change Order) in the amount of $12,936.25 from Simmons Erosion Control and authorize payment of the same.

5. Permission to allow Peter Hughes, Cole Rowland, & Tobias Harvey to attend the 2025 Water Certification Course in Richland, MS, on January 27-30, 2025.

6. Permission to declare the 2004 John Deer Gator - vin #7267 and the 2022 Yanmar UTV - Vin #0398 as surplus and authorize sale at auction through GovDeals. Both items are no longer of use to the City of Brandon due to various issues with each piece of equipment.

7. Consideration to declare an emergency the rebuilds of the two spare pumps at Provonce Park Lift Station, approve the following invoices from Harvey Services, Inc. for emergency rebuilds of both spare pumps, and authorize payment of the same.
   1. Invoice #: 7261 - $6,175.00 - Pump 1
   2. Invoice #: 7293 - $6,256.00 - Pump 2

8. Permission to correct the approved CPI percentage increase for the General Construction Services & CCTV Services Term Bid to be modified to 1.9% for FY25 pursuant to the memo.

8. SAM HAWKINS, COMMUNITY DEVELOPMENT

   1. Presentation - December Report of Privilege Licenses

   2. Public hearing and board action regarding a request to approve a Conditional Use application from James Polk to operate a package liquor store at 332 Crossgates Blvd (Parcel H9A-3).

   3. Consideration to hire Hannah Harrell as a Receptionist and set rate of pay in accordance with the memo effective on January 7, 2024.

   4. Set a Public hearing for January 21, 2025 regarding a rezoning request for Greater New Friendship Missionary Baptist Church located at 722 Shiloh Rd (Parcel J8-14-30) – Case # 24-047 - Current Zoning of TND to change to RR.

   5. Consideration to approve Colton Wofford and Jesse Green to travel to Starkville, MS for the Mississippi Association of Code Enforcement conference on February 21, 2025 and pay any associated travel expenses.

   6. Consideration to approve the NPDES Phase II Stormwater Program 2024 annual report and authorize Mayor to execute the same.

9. JOSEPH FRENCH, POLICE CHIEF

    1. Presentation - December Police Department Report
    2. Request permission to use Comsouth as the lowest and best quote to purchase radios for the new patrol cars.
    3. Request to change the number of hours for Officer Quincy Phillips now that he is a School Resource Officer.

10. BRIAN ROBERTS, FIRE CHIEF

    1. Presentation - December Fire Department Report
    2. Request permission to hire Brad Grice as a Firefighter and set rate of pay according to the memo.

11. EXECUTIVE SESSION

12. ADJOURN