AGENDA
BRANDON BOARD OF ALDERMEN & MAYOR
REGULAR BOARD MEETING
BUTCH LEE, MAYOR PRESIDING
APRIL 21, 2025

1. CALL TO ORDER
2. INVOCATION AND PLEDGE OF ALLEGIANCE
3. PUBLIC COMMENTS AND RECOGNITIONS
    1. Introduction of Brandon Main Street Executive Director
4. OLD BUSINESS
    1. Approve the Regular Board Meeting Minutes of April 7, 2025.
5. BUTCH LEE, MAYOR
    1. Consideration to request assistance from CMPDD to aid the City in submitting an application for the FY 2023 EDA Public Works and Economic Adjustment Assistance; to designate the Mayor to act as a representative of the City and to execute all necessary forms and documents on behalf of the City.
    2. Consideration to approve a proposed contract with CMPDD to assist the City with comprehensive amendments to the Zoning Ordinance, upon the adoption of the Comprehensive Plan, in the amount of $18,500.00 and authorize the Mayor to execute the same.
    3. Consideration to contract with Pickering Firm for updating the water and sewer masterplans in the amount of $150,000.00 and authorize the Mayor to execute the same.
    4. Consideration to purchase the annual sponsorship to the Brandon B Club.
    5. Consideration to advertise for the City Hall Remodeling project with plans developed by Wier, Boerner, and Allin architecture firm.
6. MARY ANN HESS, CITY CLERK
    1. Consideration to adopt an order dispensing with the General Election on June 3, 2025, in accordance with Mississippi Code Ann. Section 23-15-361.
    2. Consideration to approve an Application from Metalcraft of Mayville/SCAG Power Equipment for Freeport Warehouse license for its warehouse and storage facility at 1046 Hwy. 471, Brandon, MS and for exemption from Municipal Ad Valorem Taxes as authorized by Section 27-31-51 et seq. of the Mississippi Code of 1972, as amended, relating to personal property consigned to a freeport warehouse.
    3. Consideration to adopt an Amphitheater sponsorship agreement between the City of Brandon and RCC Roofing & Construction.
    4. Consideration to adopt an Amphitheater sponsorship agreement between the City of Brandon and Brown Bottling.

5. Consideration to approve:

    a. Docket of Claims for April 21, 2025.
    b. Electronic fund transfers for the month of April 2025.

7. CARLY DEARMAN, PUBLIC WORKS DEPARTMENT

    1. Consideration to approve the following for the Dining Poindexter New Parking Lot Project.

       1. Approve Pay Request 4 in the amount of $149,077.84 from Hemphill Construction Company and authorize payment of the same.
       2. Approve Change Order 1 at an increase in the project cost of $13,456.54 and authorize the Mayor to execute the same. Change Order 1 is for the installation of a drainage basin and pipe to redirect offsite water flow from the new parking lot.

    2. Consideration to approve Pay Request 2 in the amount of $63,281.45 from Hemphill Construction Company for the Highway 80 Waterline Improvements Project and authorize payment of the same.

    3. Consideration to waive the water and sewer tap fees & the meter deposit for the new Rankin County units facility located on Eastmark Drive pursuant to the memo.

    4. Consideration to declare an emergency repairs to Richland Creek Lift Station, approve the following invoices for repairs, and authorize payment of the same. Additional invoices will be received for the remaining repairs and rentals at the site upon completion.

        - Harvey Services - invoice #7497 - $35,851.19 - rebuilt of pump 2, removal and reinstallation of pump 2, crane services, installation and connection of motor leads, & removal of pump 1 for rebuild
        - Harvey Services - invoice #7534 - $5,667.50 - replacement of soft start
        - Hydra Services - invoice #187018 - $11,849.65 - bypass pump rental - 2/28/2025-3/25/2025

    5. Permission for Jerry Taylor, Public Works Sewer Laborer IV, to travel and attend the MWPCOA 2025 Annual Conference in Biloxi, MS, on May 14-16, 2025, for sewer training and CEU hours.

8. SAM HAWKINS, COMMUNITY DEVELOPMENT

    1. Public hearing and board action regarding case # 25-004 - conditional use request to operate a bed and breakfast at 1012 Stonehendge Dr - parcel # H9M-11-720.

    2. Request authorization to destroy documents in accordance with MDAH retention schedule - closed privilege licenses from 2018

    3. Consideration to promote Cassie Burnette to Utility Permit Manager and set her rate of pay in accordance with the memo.

9. BRIAN ROBERTS, FIRE CHIEF

1. Request consideration to purchase two (2) Lifeline Arm CPR devices from Henry Schein for the total amount of $23,956.00 plus any shipping charges as having the best and lowest price and authorize payment of the same.

10. EXECUTIVE SESSION

11. ADJOURN

[MEET_FOOT]