AGENDA
BRANDON BOARD OF ALDERMEN & MAYOR
REGULAR BOARD MEETING
BUTCH LEE, MAYOR PRESIDING
JUNE 2, 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 May 19, 2025.

5. BUTCH LEE, MAYOR

    1. Consideration to approve a Professional Services Agreement with Integrated Right of Way, LLC for general right of way relocation and appraisal.

    2. Consideration to adopt the professional services proposal submitted by the Cirlot Agency Incorporated for Brandon's public relations, social media, digital media, marketing and media monitoring/social listening activities.

    3. Consideration to approve a travel request for Georganna Keenum to attend MML Conference July 21-23, 2025 and authorize payment of all related travel expenses.

6. MARY ANN HESS, CITY CLERK

    1. Consideration to amend the FY 2025 Budget in order to pay the remainder of the invoice from Barlow & Company, PLLC.

    2. 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:
       Whiskey Myers, LLC and City of Brandon Artist Agreement

    3. Consideration to purchase a new 2025 Ford Transit 350 Passenger Van from Gray-Daniels Ford in the amount of $58,868.10 and authorize payment of the same. This van will be used at the Amphitheater. A second quote was obtained from Mac Haik Ford in the amount of $63,102.00.

    4. Consideration to accept the lowest and best quote for the Amphitheater Concrete Repair Project to NJ Farms in the amount of $24,839.00. Another quote was obtained from Pat Holland Grading, LLC in the amount of $28,450.00.

    5. Consideration to adopt a resolution appointing Mayor Butch Lee as the MS Municipal League 2025 Voting Delegate.

    6. Request permission to hire Zachary Carter as Facilities Custodian effective June 3, 2025, and set rate of pay in accordance with the memo.

    7. Consideration to approve the shredding of old city records with Shred-It (located in the

City Hall Records Room) according to the State Retention Schedule as published by the Mississippi Department of History and Archives.

8. Consideration to approve:

   a. Docket of Claims for June 2, 2025.
   b. Fox Everett claims released on May 29, 2025.

7. CARLY DEARMAN, PUBLIC WORKS DEPARTMENT

1. Consideration to award the bid in the amount of $112,914.00 to Edgar Contracting, LLC for the Cornerstone Water Well Power Supply Project as the lowest and best bid received.

2. Consideration to approve a quote in the amount of $34,021.68 from Entergy MS for the 3-phase power supply service for the Cornerstone Water Well and authorize the Mayor to execute the same.

3. Consideration to approve the following invoices from Hemphill Construction Company for emergency repairs and authorize payment of the same. All services rendered at the FY25 General Construction Services commodity bid pricing.
   1. 103 Hemlock Drive - $7,691.65 - invoice #: H24192-07-57881 - emergency sewer line repair
   2. Brandon Amphitheater - $5,085.45 - invoice #: H24192-07-57953 - emergency water leak repair
   3. 8 Crosswoods Road - $1,869.42 - invoice #: H24192-07-58294 - emergency sewer line repair - ***Additional invoices will be presented for this repair.

4. Consideration to approve the following invoices from Hemphill Construction Company for non-emergency repairs and authorize payment of the same. All services rendered were at the FY25 General Construction Services commodity bid pricing.
   1. 22 Quail Ridge Drive - $5,212.35 - invoice #: H24192-03-43768 - finish work due to sewer point repair
   2. 460/470 Golden Ridge Drive - $39,551.78 - invoice #: H24192-07-55279 - storm drain pipe replacement
   3. 56 Sagewood Cove - $38,164.24 - invoice #: H24192-07-46157 - storm drain pipe replacement
   4. 19 Crosswoods Drive - $47,756.90 - invoice #: H24192-07-47629 - storm drain pipe replacement
   5. near 104 The Hills Drive - $7,333.96 - invoice #: H24192-07-57979 - water leak investigation
   6. 100 Eastwood Drive - $14,560.92 - invoice #: H24192-07-58099 - hydrant relocation
   7. 407 Edgewood Crossing - $6,007.88 - invoice #: H24192-07-57759 - sewer sinkhole repair
   8. Kennedy Farm Parkway - $25,810.48 - invoice #: H24192-01-56067 - hydrant relocations
   9. Louis Wilson Drive & Kennedy Farm Parkway - $17,302.97 - invoice #: H24192-03 - finalization of work & erosion control

5. Consideration to approve the quote in the amount of $10,000.00 from Specialty Tree Service, LLC, for the removal of trees and debris along the drainage easement near 57

Terrapin Cove. A second quote was received from Big John's Tree Service in the amount of $11,800.00.

6. Consideration to approve invoice #187977 in the amount of $5,781.00 from Hydra Service, Inc. for emergency repairs at the Richland Creek Lift Station and authorize payment of the same. On April 21, 2025, the Board declared an emergency the repairs to Richland Creek Lift Station.

7. Consideration to accept the Permanent Sewer Utility Easement and Access/Utilities Easement from Richard & Crystal Bradley at 579 Highway 468 for the Highway 468 Lift Station.

8. Consideration to approve utility adjustments and denials pursuant to the memo.

8. COMMUNITY DEVELOPMENT

   1. Consideration to approve Acknowledgement and Consent Letter from T-Mobile regarding generator installation at water tower site - 521 N College St

   2. Consideration to approve the site and architectural plans for the proposed Gray-Daniels Ford Commercial service building located on Valerie Dr - Parcel# H8M-6-30.

   3. Consideration of the application for a Pit Bull Breed Variance by Nicole Hinckley at 219 E. Towne Drive.

   4. Consideration to continue the public hearing which was opened at the regular meeting on May 19, 2025 and to take board action on case #25-011 - Conditional Use application from Keith Humphrey - 609 Luckney Rd (parcel # H9P-2-31).

9. JOSEPH FRENCH, POLICE CHIEF

   1. Consideration to approve travel pursuant to the memo:

      - Officers listed on the memo to travel to Columbia, MS on July 15th & 16th to participate in Tactical Vehicle Intervention training. All expenses will be covered by the department's training budget.
      - Officer William McIntyre to travel to Hattiesburg, MS on June 3-5, 2025 to participate in the Standardized Field Sobriety Testing course. All expenses will be covered by the department's training budget.
      - Officers Quincy Phillips and Tanna Green to travel to Biloxi, MS on July 13-18, 2025, to participate in the Mississippi Association of School Resource Officers training. All expenses will be covered by the department's training budget.

   2. Consideration to surplus the Axon body cameras listed below and send them to Axon to be removed from our account.

      - Axon Body 3 – X60A6144S
      - Axon Body 3 – X60A68975
      - Axon Body 3 – X60A60247
      - Axon Body 3 – X60A66714

3. Consideration to purchase ammo from Precision Delta Corp., in the amount of $17,425.28. Precision Delta Corp is a state contractor and this purchase was budgeted for FY25.

10. EXECUTIVE SESSION

11. ADJOURN

[MEET_FOOT]