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

A. CALL TO ORDER

B. INVOCATION AND PLEDGE OF ALLEGIANCE

1. Prayer: Olivia King
2. Pledge of Allegiance: Piper Smith

C. PUBLIC COMMENTS AND RECOGNITIONS

D. OLD BUSINESS

1. Approve Special-Called Board Meetings of September 18, 2025 and September 23, 2025 and Regular Board Meeting Minutes of September 15, 2025.

E. BUTCH LEE, MAYOR

1. Consideration to develop and advertise the christening of the USS Louis H. Wilson Jr with a full-page color ad in the Rankin County News.
2. Consideration to convert the Downtown Hwy 80 Lane addition from strictly a MDOT project to a designated MDOT-LPA (Local Public Agency) project (**US 80 from East of East Mark Drive to Felicity Street; Project Number: STP-0062-02(019) / 100579/303000)** to allow the City of Brandon an opportunity to work toward securing necessary funding to advance the project in a timely manner due to traffic congestion within the city.
3. Consideration to approve an agreement with Kiser Traffic and Engineering for a detailed study to determine the viability and cost associated with constructing a round-a-bout at the intersection of South College Street and Hwy 486 (3-way stop) and authorize the Mayor to execute the same.
4. Consideration to update, modify and improve the City of Brandon Planning Commission duties and conduct to reflect changes in municipal population, development growth, and investments being made within the city.
5. Consideration to move forward with the installation of a new water well at the Star Road Fire Station site by making application to the State Revolving Loan Program (SRLP) and developing and promulgating advertisements necessary to secure bids for the installation of a new water well at this location.
6. Consideration to approve the purchase in the amount of $3,870.00 from Wildlife Mississippi to purchase 1.29 wetland credits related to the Highway 18 Sanitary Sewer and Waterline Project (MVK-2025-00572) and authorize payment of the same.
7. Consideration to evaluate potential future water well sites for planning purposes by drilling test wells to determine water quality and potential volume from each location for future planning purposes.

8. Consideration to approve Pay Request 1 from Gilreath Construction Company, LLC in the amount of $143,046.25 for the Civic Center (Big Room) Renovation and authorize payment of the same.

9. Consideration to approve the travel for Chief Joseph French and Community Development Director Joey Barnette to travel to Tupelo, Mississippi on October 7-8, 2025 to meet with city officials to inquire about their city's zoning enforcement procedures.

10. Consideration to develop bid documents for the following projects: Police Department, Fire Department(s), Shiloh Park, Quarry Park and City Park, for the purpose of determining the feasibility of making improvements to public safety and parks to improve the quality of life and safety for the residents of the City of Brandon through a potential bond issue in FY 2026.

11. Conduct a Public Hearing for a Temporary Moratorium on Residential Preliminary Plat Approvals, incorporating and replacing the existing BTR moratorium.

F. 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
   Legendbound Touring, Inc. f/s/o Armani White and City of Brandon Artist Agreement
   Maddox Batson, LLC f/s/o Maddox Batson and the City of Brandon Artist Agreement
   Zach Top - Live Nation Sell-off Agreement
   Charlie Wilson - Live Nation Sell-off Agreement

2. Consideration to approve as the lowest and best quote from A-1 Kendrick Fence Co. to replace 230 linear feet of (8) eight-foot-high dog-ear cedar fence in the amount of $7,424.40. Another quote was received from Gomez Fence Co. in the amount of $9,738.00.

3. Consideration to request permission to advertise to replace the Library HVAC Chiller, pursuant to the attached memo from the City Clerk's Office. The item is budgeted.

4. Consideration to approve an agreement with Techsource Solutions for IT services and authorize the Mayor to execute the same.

5. Consideration to adopt a new debt setoff agreement by changing the name of the City of Brandon's debt coordinator for the Municipal Intercept Company, LLC and authorize Mayor to execute the Agreement to Collect Municipal Debt.

6. Consideration to accept correspondence from the Mississippi Department of Wildlife, Fisheries, and Parks notifying the City of Brandon denying the City's request for funding in the Recreation Trails Program for FY 2025. The correspondence will be placed on file in our permanent minutes for the City of Brandon, Mississippi.

7. Consideration to accept the PFAS testing results from Stag Liuzza, LLC, a legal firm in New Orleans, Louisiana. The correspondence will be placed on file in our permanent minutes for the City of Brandon, Mississippi.

8. Request permission to hold a Flu Shot Clinic for City personnel on Wednesday, October 15, 2025, from 7:30 a.m. - 9:30 a.m.; finding that this benefit is critical to ensuring adequate staffing during the cold and flu season, which is a direct benefit to the citizenry and results in an overall savings to the City from the standpoint of lost time from work.

9. Consideration to accept the Municipal Compliance Questionnaire for fiscal year 2025 and authorize the Mayor and Clerk to sign the same.

10. Request permission to hire Stephanie Pickle as Accounts Payable Specialist effective October 7, 2025, and set rate of pay in accordance with the memo.

11. Request permission to hire Jill Keys and Courtland Young as runners for the Amphitheater effective October 7, 2025, and set rate of pay in accordance with the memo.

12. Consideration to approve:

    a. Docket of Claims for October 6, 2025.
    b. Fox Everett claims released on October 2, 2025.
    c. Electronic fund transfers for September 2025.

13. Monthly report of privilege licenses.

G. ALEX WADE, PUBLIC WORKS DEPARTMENT

1. Consideration to approve the following invoices from Hemphill Construction Company for non-emergency repairs and authorize payment of the same. All invoices listed were for FY25 and rendered at the FY25 General Construction Services commodity bid pricing.

   1. Near 104 The Hills - $9,100.24 - invoice #: H25090-01-F-58803 - fire hydrant replacement
   2. Near 110 Chalet Strasse - $8,223.39 - invoice #: H25090-01-F-58804 - fire hydrant replacement
   3. 45 Sagewood Drive - $9,553.29 - invoice #: H25090-01-F58838 - sewer leak repair
   4. 2188 Highway 18 - $9,566.89 - invoice #: H25090-01-F-588994 - water leak repair
   5. 80 Summit Ridge Drive - $14,216.47 - invoice #: H25106-01-F-58784 - sewer repair due to utility bore
   6. 329 Eastridge Drive - $7,536.32 - invoice #: H25106-01-F-48809 - storm drain pipe repair

2. Consideration to approve the following from ERS, Inc. for the Richland Creek Stonebridge NRCS EWP Ditch Project. These items are the final documentation to close out this project.

   1. Approve Pay Request 2 in the amount of $337,749.59 and authorize payment of the same.
   2. Approve Contract Amendment 1 (Final Summary Change Order) at a decrease of $4,558.57 in the project cost due to final project quantities and authorize the Mayor to execute the same.
   3. Approve Pay Request 3 FINAL in the amount of $23,796.07 and authorize payment of the same.

3. Consideration to approve the following from Adcamp, Inc. for the 2024 Street Overlay Project.
   1. Approve the Final Summary Change Order (2) in the amount of $87,488.51 at an increase in the project cost and authorize the Mayor to execute the same. The Final Summary Change Order (2) is an increase in the project cost due to striping on Crossgates Drive.
   2. Approve Pay Request 11 FINAL (2) in the amount of $35,000.30 and authorize payment of the same.

4. Consideration to approve the following invoices from Hemphill Construction Company for emergency repairs and authorize payment of the same. All invoices listed were for FY25 and rendered at the FY25 General Construction Services commodity pricing.

   1. 709 Sawgrass Lakes Drive - $7,784.47 - invoice #: H25090-01-F-59194 - emergency sewer line repair due to Comcast cable bore
   2. Near 231 Appleridge Road - $10,165.00 - invoice #: H25090-01-F-58891 - continuation of emergency manhole repair
   3. Near 206 Overlook Drive - $8,921.76 - invoice #: H25106-01-F-59501 - emergency storm drain repair

5. Consideration to approve the following regarding the emergency storm drain pipe repair & replacement in Downtown Brandon near 203 East Government Street (North Black Street & Tamberline Street).

   1. Declare an emergency the repairs and replacement of the storm drain pipe near 203 East Govenrment Street from Highway 80 to Tamberline Street (Black Street - North of Highway 80) due to failure in the storm drain pipe causing a large sinkhole in the roadway.
   2. Approve the following invoices from Hemphill Construction Company for the emergency repairs and authorize payment of the same.
      - Invoice #: H25090-01-F-59147 - $29,838.23
      - Invoice #: H25090-01-F-59147 (2) - $68,703.48
      - Invoice #: H25106-01-F-59147 - $35,523.91

6. Consideration to declare an emergency the electrical repairs to the North Street Water Well, approve invoice #849276 in the amount of $5,000.00 from Bunch Electrical, LLC, and authorize payment of the same.

7. Consideration to approve a Professional Services Agreement with Ashley Transport, LLC/Ashley Farms & Trucking, LLC for wood waste grinding services.

8. Consideration for the following regarding the utility damage reimbursement payment received from Deviney Construction, a sub-contractor for ATT.

   1. Accept the reimbursement payment from Deviney Construction, a sub-contractor for ATT, in the amount of $9,466.28 for damage to a City of Brandon waterline near 355 Crossgates Blvd on 5/21/2025.
   2. Approve the corresponding Release and Settlement of Claims for the reimbursement payment and authorize the Mayor and City Clerk to execute the same.

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

10. Consideration to approve the following from Hemphill Construction Company for the Dining Poindexter New Parking Lot Project. These items will finalize the project.
    1. Approve the Final Summary Change Order in the amount of $11,000.0085 at an increase in the project cost and authorize the Mayor to execute the same. The Final Summary Change Order is due to final project quantities.
    2. Approve Pay Request 6 FINAL, including the Final Summary Change Order, in the amount of $22,153.19 and authorize payment of the same.

11. Consideration to approve the following from Hemphill Construction Company for the Highway 18 Disotell Blvd Improvements Turn Lane Extension Project 2025. These items will finalize the project.
    1. Approve Pay Request 1 in the amount of $117,252.23 from Hemphill Construction Company, Inc. and authorize payment of same.
    2. Approve the Final Summary Change Order at an increase of $3,778.40 in the project amount and authorize the Mayor to execute the same.
    3. Approve Pay Request 2 FINAL, including the Final Summary Change Order, in the amount of $9,971.17 and authorize payment of same.

12. Consideration to approve as the lowest and best bid for the Kennedy Farm Parkway Multi-Use Path to Simmons Erosion Control, Inc., as recommended by the City's engineering firm, Benchmark Engineering & Surveying, LLC. Their recommendation memo to accept the Base Bid + Alternate 1 + Alternate 3 in the amount of $175,693.40 and bid tabulation are attached.

H. JOEY BARNETTE, COMMUNITY DEVELOPMENT

1. Consideration to approve a proposed contract with Orion Planning + Design to assist the City with updating the City of Brandon's Zoning Ordinance and authorize the Mayor to execute the same.

2. Set for a public hearing during the regular board meeting on October 20th, 2025, consideration to rezone existing property zoned R12 – Suburban Neighborhood to NC - Neighborhood Center for Merle Jones East Estate on 344 Hwy 468 (Parcel # I8B-5 PPIN # 31579).

3. Consideration of approval for Joey Barnette and Randy Barnes to attend the Deep South Planning Conference, hosted by the Mississippi and Alabama Chapters of the American Planning Association, at the Trent Lott National Center in Hattiesburg, Mississippi on October 28-30, 2025.

4. Consideration of Acceptance of Final Plat for Hyde Park, Phase 2

I. JOSEPH FRENCH, POLICE CHIEF

1. Consideration to accept the resignation of Communications Officer Chantell Williams effective September 26, 2025.

2. Request permission to promote Sgt. Jerry Spell to the rank of Deputy Chief effective October 7, 2025 and set the rate of pay according to the memo.

3. Request permission to hire Lafayette Martin II, as a Patrolman for the City of Brandon Police Department and set the rate of pay according to the memo, effective October 7th, 2025.

4. Monthly Reports

J. BRIAN ROBERTS, FIRE CHIEF

1. Request consideration to apply for the FY 26 Emergency Medical Services Operating Fund (EMSOF) grant in the amount of $15,330.00 and authorize the Mayor, Finance Director and Carolyn Palmer (Grant Administrator) to execute all related documents.

2. Consideration to approve a professional services contract with Region 8 Mental Health Services Employee Assistance Program for the fire and police departments and authorize Chief Brian Roberts and Chief Joseph French to execute the same.

3. Monthly Reports

K. EXECUTIVE SESSION

L. ADJOURN

[MEET_FOOT]