

AGENDA
BRANDON BOARD OF ALDERMEN & MAYOR
REGULAR BOARD MEETING
BUTCH LEE, MAYOR PRESIDING
DECEMBER 15, 2025

- A. CALL TO ORDER - Board meeting to begin immediately following the conclusion of the Work Session.
- B. INVOCATION AND PLEDGE OF ALLEGIANCE
 - 1. Invocation — Sydney Gardner
Pledge of Allegiance — Piper Smith
- C. PUBLIC COMMENTS AND RECOGNITIONS
- D. OLD BUSINESS
 - 1. Approve the Work Session and Regular Board Meeting Minutes of December 1, 2025 and the Work Session Minutes of December 10, 2025.
- E. BUTCH LEE, MAYOR
 - 1. Consideration to adopt a resolution regarding the matter of opting out of the provisions of House Bill 1197, 2025 Regular Session (the "Safe Solicitation Act").
 - 2. Consideration to adopt a resolution of the City of Brandon for the introduction and passage of local and private legislation during the 2026 Legislative Session to extend the repealer as included in HB 1521 passed by the Mississippi Legislature during the 2023 Session and duly signed by the Governor.
 - 3. Consideration to approve the third and final payment for the Brandon Big Room Renovations Phase 2 Project to Gilreath Construction Company, LLC in the amount of \$12,435.00.
- F. MARY ANN HESS, CITY CLERK
 - 1. Consideration to authorize payments of the annual property taxes on the parcels the City purchased in CY 2025 and the finance director has the authority to make all necessary budget amendments.

a. H08Q000008 00000	\$3,372.80
b. H08Q000009 00000	\$2,750.17
c. I08J000053 00000	\$2,152.45
d. I08J000070 00000	<u>\$4,008.13</u>
TOTAL	\$12,283.55
 - 2. Consideration to accept the municipal depository bids received on December 15, 2025, and award to Community Bank as the designated municipal depository for 2026, 2027, 2028, and 2029 and approve the authorized signatories in accordance with the memo. All other bank bids received can be used as potential depositories for investment securities (i.e. CD's and Money Market's).
 - 3. Consideration to approve a quote for a professional services agreement from ServiceMaster Cleaning Services for monthly cleaning needs at the Brandon Public

Library in the annual amount of \$21,636.00, authorize the mayor to sign all documents, and authorize the finance director to make the necessary budget amendments. Another quote was received from Janiking in the amount of \$29,508.00.

4. Consideration to approve the quote from Metro Building Services to rent a chiller while the existing one is being replaced from Metro Building Services at \$15,873.00. An additional quote was received from Maintenance Services, Inc. in the amount of \$16,682.00.
5. Consideration to continue employee health insurance coverage with agent of record, Hub International, Inc., for calendar year 2026 and authorize the City Clerk to execute all related documents.
6. Consideration to approve employee and employer health insurance premiums in accordance with the memo.
7. Consideration to approve the out-of-state travel for City Clerk Mary Ann Hess to attend the International Institute of Municipal Clerks (IIMC) Annual Conference in Reno, Nevada on May 16-22, 2026. This item is budgeted.
8. Consideration to approve:
 - a. Docket of Claims for December 15, 2025.
 - b. Fox Everett claims released on December 15, 2025 and December 16, 2025.
9. Monthly Report of Privilege Licenses
10. Consideration to approve the proposed 2026 Holiday Schedule.

G. ALEX WADE, PUBLIC WORKS DEPARTMENT

1. Consideration to accept the following Permanent Drainage Easements for the Raintree Drainage Improvements Project from the homeowners as listed.
 1. 314 Afton Drive - William Lyle Tolbert
 2. 316 Afton Drive - Daniel Kyle Thompson
2. Consideration to accept the letter of retirement from Van Croxton - Public Works Special Projects/Magcor Superintendent - effective January 9, 2025.
3. Consideration to approve the following from Hemphill Construction Company for the Highway 80 Waterline Improvements Project.
 1. Approve Change Order 2 at an increase of \$20,088.88 in the project cost and authorize the Mayor to execute the same. Change Order 2 is due to locating and repairs made on the 10" waterline, additional concrete and asphalt repairs, and the installation of a 6" gate valve that was not part of the original project scope.
 2. Approve Pay Request 5, including Change Order 2, in the amount of \$34,699.31 and authorize payment of the same.
4. Consideration to declare an emergency the traffic signal loop repairs along Highway 18, approve invoice #M2025.145 in the amount of \$9,000.00 from Lewis Electric, Inc., and authorize payment of the same.

5. Consideration to approve Change Order 2 from Griner Drilling Service, Inc. at a deduction in the project cost of \$49,201.98 for the Cornerstone Water Well Project and authorize the Mayor to execute the same.
6. Consideration to approve the following from Hemphill Construction Company for the Burnham Road Waterline Project. These items will finalize the project.
 1. Approve Change Order 2 at an increase of \$46,000.00 in the project cost and authorize the Mayor to execute the same. Change Order 2 is due to unforeseen work performed due to additional potholing required throughout the project.
 2. Approve Pay Request 8 FINAL in the amount of \$89,951.53 and authorize payment of the same.
7. Consideration to approve Pay Request 6 in the amount of \$110,060.82 from Thornton Construction Company for the Grants Ferry Parkway Shared Use Path LPA Project and authorize payment of the same.
8. Consideration to approve the purchase of ONE 2026 Ford F-550 Chassis Truck in the amount of \$70,698.68 from Gray-Daniels Auto Group. A second quote was received from Mac Haik Jackson Ford in the amount of \$71,156.00.
9. Consideration to approve the purchase of ONE truck bed for an F-550 truck in the amount of \$14,220.00 from Sullivan Truck Equipment, Inc. The truck bed will be used on the new Ford F-550 Chassis truck. A second quote was received from Big 10 Outfitters in the amount of \$15,978.60.
10. Consideration to terminate the professional services agreement with Lawrence Printing Company for monthly utility bill printing services as approved by the Board on August 4, 2025.

H. JOEY BARNETTE, COMMUNITY DEVELOPMENT

1. Consideration of a Comprehensive sign plan request for Gray Daniels Ford Pro Elite Case # 25-040 located at 202 Valerie Dr. Parcel # H8M-6-32

I. JOSEPH FRENCH, POLICE CHIEF

1. Consideration to approve Sergeant Connor Smith to travel to Holly Springs, Mississippi on January 5–9, 2026, to attend the SSGT Handgun Instructor training course. Accommodations and the course will be funded by the department's training budget.
2. Consideration to hire Shemaiah Smith as a communications officer effective January 5, 2026 and set rate of pay in accordance with the memo.

J. BRIAN ROBERTS, FIRE CHIEF

1. Request consideration to purchase two (2) sets of turn-out gear from Delta Fire and Safety on State Contract #8200078722 in the amount of \$7,236.00 from our State Insurance Rebate Funds and authorize payment of the same.

K. EXECUTIVE SESSION

L. ADJOURN

[MEET_FOOT]