

AGENDA
BRANDON BOARD OF ALDERMEN & MAYOR
REGULAR BOARD MEETING
BUTCH LEE, MAYOR PRESIDING
JANUARY 5, 2026

A. CALL TO ORDER

B. INVOCATION AND PLEDGE OF ALLEGIANCE

C. PUBLIC COMMENTS AND RECOGNITIONS

D. OLD BUSINESS

1. Approve the Work Session and Regular Board Meeting Minutes of December 15, 2025 and the Special Called Board Meeting Minutes of December 17, 2025.

E. BUTCH LEE, MAYOR

1. Request Board Approval to submit grant application to the DOT FY 2026 BUILD Grant Program utilizing Neel Schaffer Engineering for package development and submission for the: "Hwy 80 Lane Addition Project (College St to I-20, Exit 56)"
2. Consideration to approve a professional engineering services agreement with Neel-Schaffer, LLC to prepare the 2026 BUILD application for the US Highway 80 Improvements Project in an amount not to exceed \$35,000.00.
3. Request Board Approval to submit grant application to the CMPDD/MPO Grant Program utilizing Benchmark Engineering for package development and submission for Federal Surface Transportation Block Grant funds:
 - a. Safety: Orleans Way/Dande Drive Intersection
 - b. Pavement Management: Louis Wilson Drive
 - c. Pavement Management: Value Road
 - d. Grants Ferry - Hwy 80 to Trickhambridge Road
4. Consideration to accept two sewer utility easements from Brown Bottling and Rankin First regarding the Hwy. 18 Sewer Project and authorize the Mayor and City Clerk to execute said documents.

F. MARY ANN HESS, CITY CLERK

1. Consideration to approve the quote from Metro Building Services to pay the monthly rent for a chiller in the amount of \$9,977.00. (The initial rental price for the library chiller was approved at the Board meeting on 12/15/2025 in the amount of \$15,873.00; however, the monthly rental fee was overlooked in the agenda item.) Both Quotes are attached.
2. Consideration to increase a voluntary deduction from employee's biweekly pay from .50 cents to \$1.00 for the "Employee Flower Fund" and approve the attached form to be signed by all employees.
3. Request permission to hire Dee Dee Walker as Deputy Clerk effective January 12, 2026, and set salary in accordance with the memo.
4. Consideration to approve the bid for the City of Brandon Library Chiller Replacement

Project to Specialty Heating Services, LLC in the amount of \$184,500.00.

5. Consideration to approve:

- a. Docket of Claims for January 5, 2026.
- b. Fox Everett Claims released on January 5, 2026.
- c. Electronic fund transfers for December 2025.

G. CHARLES PITCOX, EVENTS SERVICES

1. Consideration to remove the following part-time runners from our payroll roster effective January 6, 2026:

- Celthia Mayfield
- Eric Kerr
- Carley Keyes

2. Consideration of a new rental rate schedule for the City of Brandon facilities.

H. ALEX WADE, PUBLIC WORKS DEPARTMENT

1. Consideration to approve the transfer of Randy Barnes, currently serving as Project Coordinator/ Inspection Manager within the Community Development Department, to the Public Works Department in the position of Public Utilities Coordinator & Inspector, effective January 19, 2026, at his current rate of pay.
2. Request permission to hire Isaac Cox as Wastewater Laborer II effective January 12, 2026, and set salary in accordance with the memo.
3. Permission to advertise for bid for a new SCADA system for the water and wastewater systems.
4. Consideration to approve Pay Request 6 FINAL in the amount of \$10,864.87 from Hemphill Construction Company for the Highway 80 Waterline Improvements Project and authorize payment of the same. The project is finalized with Pay Request 6 FINAL.
5. Consideration to approve Pay Request 5 in the amount of \$254,797.63 from Griner Drilling Service, Inc. for the Cornerstone Water Well Project and authorize payment of the same.
6. Consideration to approve Pay Request 2 in the amount of \$67,818.03 from Jose Serra Construction, LLC for the West Sunset Drive Waterline Replacement Project and authorize payment of the same.
7. Consideration to approve the following invoices from Hemphill Construction Company for the Hunters Woods Sewer Repair Project - sewer point repairs and authorize payment of the same.
 1. Near 141 Woodgate Dr. - \$7,756.10 - invoice #: H25136-01-F-55718 - Group 5 of 6
 2. Near 167 Woodgate Dr. - \$7,756.10 - invoice #: H25136-01-F-55717 - Group 5 of 6
 3. Near 104 Fairdale Place - \$9,897.53 - invoice #: H25136-01-F-55719 - Group 6 of 6

8. Consideration to approve the following invoices from Hemphill Construction Company for emergency repairs and authorize payment of the same.
 1. Black Street - \$1,264.47 - invoice #: H25118-01-F-59147 - emergency storm drain repair - final invoice
 2. Stribling Lane - \$2,236.80 - invoice #: H25136-01-F-60180 - emergency sewer manhole repair
 3. Appleridge Road - \$2,236.80 - invoice #: H25136-01-F-60179 - emergency sewer manhole repair
9. Consideration to approve the following invoices from Hemphill Construction Company for non-emergency repairs and authorize payment of the same.
 1. 200 Booker Road - \$6,726.43 - invoice #: H25136-01-F-59260 - manhole repair
 2. Near 13 Thorngate Drive - \$11,929.60 - invoice #: H25136-01-F-56175 - storm drain pipe repair
 3. Near 53 Crossgates Drive - \$30,909.39 - invoice #: H25136-01-F-55371 - storm drain pipe replacement
 4. Near 210 Old Oak Circle - \$5,964.80 - invoice #: H25136-01-F-60278 - manhole repair
 5. Near 50 Woodbridge Road - \$16,100.34 - invoice #: H25136-01-F-60285 - sewer line repair
10. Consideration to approve the utility adjustments pursuant to the memo.

I. JOEY BARNETTE, COMMUNITY DEVELOPMENT

1. Consideration of an application for a conditional use (Convenience Store) for Brandon Investments LLC for the southeast corner of HWY 18 and HWY 468 (Parcel # I8B-3)
2. Request permission to hire Bryson Davis as Code Enforcement Officer I, effective Monday, January 12th, 2026, and set compensation in accordance with the memo.
3. Request permission to hire Dennis Puckett as Building Inspector, effective Monday, January 12th, 2026, and set compensation in accordance with the memo.

J. JOSEPH FRENCH, POLICE CHIEF

1. Consideration to approve the cooperative agreement between the DEA and the Brandon Police Department to add Officer Cody Moulds to the Jackson Task Force.
2. Consideration to approve the following firearms to be added to the Brandon Police Department's forfeited property inventory, in accordance with Mississippi Code Annotated § 97-37-3. One (1) Smith & Wesson M&P .40 Shield, bearing serial number JDC6580 and one (1) Glock 19, 9mm, bearing serial number BWSX716

K. EXECUTIVE SESSION

L. ADJOURN

[MEET_FOOT]