

MINUTES OF THE REGULAR BOARD MEETING OF THE MAYOR AND BOARD OF  
ALDERMEN OF THE CITY OF BRANDON, MISSISSIPPI  
HELD ON JUNE 20, 2016

The Regular Board Meeting was held in the Brandon City Hall Boardroom, 1000 Municipal Drive, Brandon, Mississippi. The meeting was led by Mayor Butch Lee. Aldermen Morris, Williams, Vinson, Coker, Christopher and Dobbs were present. Alderman Corley was absent. Mayor Butch Lee led the prayer and the Pledge of Allegiance. Public Comments/ Recognitions: Bob Morrow thanked the board with regard to cooperation for the Brandon practice field.

1.

APPROVE THE MINUTES OF REGULAR BOARD MEETING JUNE 6, 2016

Alderman Coker made the motion to approve the Minutes of the Regular Board Meeting of June 6, 2016, which are appended hereto, seconded by Alderman Morris, and upon unanimous vote the motion carried.

2.

SURPLUS ONE (1) 2005 FORD EXPLORER BEARING VIN #2658 AND AUTHORIZE IT TO BE SOLD AT PUBLIC AUCTION; INCREASE TWO CASH PAYMENT BOXES TO A BALANCE OF \$150.00 IN COURT SERVICES; ACCEPT TWO (2) TASERS THAT WERE DONATED BY THE RANKIN/MADISON DISTRICT ATTORNEY'S OFFICE AND ADD TO THE DEPARTMENT INVENTORY LIST; ACCEPT RESIGNATION OF COMMUNICATION OFFICER ROBERT CLAY NASH EFFECTIVE JULY 3, 2016; APPROVE AMENDMENTS TO POLICY 4.24 WITH REGARD TO SECONDARY OR OFF DUTY EMPLOYMENT; DECLARE ONE (1) 2010 CHEVY IMPALA BEARING VIN #1359 AS AN UNMARKED UNITY FOR SURVEILLANCE AND INVESTIGATIVE PURPOSES; APPROVE TRAVEL FOR OFFICER BRANDON WALTMAN TO TRAVEL TO MERIDIAN, MS TO ATTEND THE PATROL OFFICERS RESPONSE TO STREET DRUGS COURSE ON JULY 11-15, 2016; AND ACCEPT RESIGNATION OF OFFICER DOUGLAS CHANDLER EFFECTIVE JUNE 24, 2016

Alderman Morris made the motion to surplus one (1) 2005 Ford Explorer bearing vin #2658 and authorize it to be sold at public auction in accordance with MCA Section 17-25-25(4); to increase two cash payment boxes to a balance of \$150.00 in Court Services; to accept two (2) tasers that were donated by the Rankin/Madison District Attorney's Office and add to the department inventory list; to accept the resignation of Communication Officer Robert Clay Nash effective July 3, 2016; to approve amendments to policy 4.24 with regard to secondary or off duty employment; to declare one (1) 2010 Chevy Impala bearing vin #1359 as an unmarked unity for surveillance and investigative purposes; to approve travel for Officer Brandon Waltman to travel to Meridian, MS to attend the Patrol Officers Response to Street Drugs Course on July 11-15, 2016; and to accept the resignation of Officer Douglas Chandler effective June 24, 2016,

in accordance with the memos from the Police Chief, which are appended hereto, seconded by Alderman Christopher, and upon unanimous vote the motion carried.

3.

APPROVE TRAVEL FOR DIVISION CHIEF CRAIG NASH TO TRAVEL TO MEMPHIS, TN TO ATTEND THE FEMA TASK FORCE TRAINING ON JUNE 24, 2016

Alderman Williams made the motion to approve travel for Division Chief Craig Nash to travel to Memphis, TN to attend the FEMA Task Force Training on June 24, 2016, in accordance with the memo from the Fire Chief, which is appended hereto, seconded by Alderman Coker, and upon unanimous vote the motion carried.

4.

APPROVE W.E. BLAIN & SONS, INC. PAY REQUEST #4 IN THE AMOUNT OF \$158,366.43 WITH REGARD TO THE 2015 STREET RESURFACING PROJECT AND AUTHORIZE PAYMENT OF THE SAME; APPROVE HEMPHILL CONSTRUCTION COMPANY PAY REQUEST #3 IN THE AMOUNT OF \$37,346.40 WITH REGARD TO THE 2015 DRAINAGE REPAIR PROJECT AND AUTHORIZE PAYMENT OF THE SAME; APPROVE HEMPHILL CONSTRUCTION COMPANY PAY REQUEST #1 (FINAL) IN THE AMOUNT OF \$40,382.51 WITH REGARD TO THE UPPER CROSSGATES LAKE RIP RAP REPAIR PROJECT AND AUTHORIZE PAYMENT OF THE SAME; APPROVE W.E. BLAIN & SONS, INC. PAY REQUEST #3 (FINAL) IN THE AMOUNT OF \$6,380.55 WITH REGARD TO THE OVERBY STREET AND SUNSET DRIVE STREET RESURFACING PROJECT AND AUTHORIZE PAYMENT OF THE SAME; APPROVE HEMPHILL CONSTRUCTION COMPANY PAY REQUEST #1 IN THE AMOUNT OF \$300,918.00 WITH REGARD TO THE LUCKNEY ROAD GRAVITY SANITARY SEWER PROJECT AND AUTHORIZE PAYMENT OF THE SAME; APPROVE HEMPHILL CONSTRUCTION COMPANY INVOICE IN THE AMOUNT OF \$19,594.48 FOR EMERGENCY REPAIRS TO THE 12" WATER MAIN ON MARQUETTE ROAD AND AUTHORIZE PAYMENT OF THE SAME; APPROVE HEMPHILL CONSTRUCTION COMPANY PAY REQUEST #2 (FINAL) IN THE AMOUNT OF \$1,854.50 WITH REGARD TO THE DEBORAH DRIVE WATER LINE EXTENSION PROJECT AND AUTHORIZE PAYMENT OF THE SAME; RELEASE THE LETTER OF CREDIT NO. 834000848532 DATED JUNE 30, 2014 FOR CANNON RIDGE SUBDIVISION, PART 7B; AND HIRE GREGORY HARRIS AS A PART-TIME LABORER II AND SET RATE OF PAY PURSUANT TO THE MEMO

Alderman Vinson made the motion to approve W.E. Blain & Sons, Inc. Pay Request #4 in the amount of \$158,366.43 with regard to the 2015 Street Resurfacing Project and authorize payment of the same; to approve Hemphill Construction Company Pay Request #3 in the amount of \$37,346.40 with regard to the 2015 Drainage Repair Project and authorize payment of the same; to approve Hemphill Construction Company Pay Request #1 (final) in the amount of \$40,382.51 with regard to the Upper Crossgates Lake Rip Rap Repair Project and authorize payment of the same; to approve W.E. Blain & Sons, Inc. Pay Request #3 (final) in the amount of \$6,380.55 with regard to the Overby Street and Sunset Drive Street Resurfacing Project and

authorize payment of the same; to approve Hemphill Construction Company Pay Request #1 in the amount of \$300,918.00 with regard to the Luckney Road Gravity Sanitary Sewer Project and authorize payment of the same; to approve Hemphill Construction Company invoice in the amount of \$19,594.48 for emergency repairs to the 12" water main on Marquette Road and authorize payment of the same; to approve Hemphill Construction Company Pay Request #2 (final) in the amount of \$1,854.50 with regard to the Deborah Drive Water Line Extension Project and authorize payment of the same; to release the Letter of Credit No. 834000848532 dated June 30, 2014 for Cannon Ridge Subdivision, Part 7B; and to hire Gregory Harris as a part-time laborer II and set rate of pay, in accordance with the memos from the Public Works Director, which are appended hereto, seconded by Alderman Morris, and upon unanimous vote the motion carried.

5.

PUBLIC HEARING AND BOARD ACTION REGARDING THE DETERMINATION OF A PUBLIC NUISANCE AT 109 APPLERIDGE ROAD (PARCEL #H8H-23)

A public hearing was held regarding the condition of the property located at 109 Appleridge Road, whereupon the City Attorney opened the same and asked the Director of Community Development whether all the pre-requisites to the public hearing had been met. The Director advised that they had and accordingly the statutory notice is appended hereto and incorporated herein by reference together with a memo from the Director describing in detail the current condition of the property. After presentation by the Director of the facts and matters pertaining to the subject property, the property owner or any other person having an interest in and to the subject property and/or other person desiring to make any public comment or to present and additional matters related to the subject of the public hearing were requested to come forward, whereupon Ernest Myers, Mary Myers and Annie McAfee addressed the board. Mr. Myers requested 30 days to tear down the dilapidated building and clean the property which request was joined in by Ms. Myers. Ms. McAfee requested that the dilapidated structure be removed and that if the owner did not that the City proceed to do so and she requested that the owner be given an opportunity to do so before the City began work. Thereupon, having considered the facts and matters presented and having considered all attendant facts and circumstances related to the subject matter of the public hearing and the subject property and first incorporating all documents and things presented by the Director relative thereto, and first finding that the subject property in its current condition constitutes a menace to the public health and safety of the community, Alderman Coker made the motion to adopt a Resolution regarding the same which is appended hereto, and for the clean-up of the property as described in the memo relative to the same presented by the Director and for the filing of a Lis Pendens regarding the action of the board relative thereto and thereafter to present to the board for the assessment of penalties and costs as provided by statute, with such action to be stayed for 30 days to give the owner the opportunity to remove the dilapidated structure and to correct the determined issues, seconded by Alderman Williams, and upon unanimous vote the motion carried.

6.

PUBLIC HEARING AND BOARD ACTION REGARDING THE DETERMINATION OF A PUBLIC NUISANCE AT 113 APPLERIDGE ROAD (PARCEL #H8H-22)

A public hearing was held regarding the condition of the property located at 113 Appleridge Road, whereupon the City Attorney opened the same and asked the Director of Community Development whether all the pre-requisites to the public hearing had been met. The Director advised that they had and accordingly the statutory notice is appended hereto and incorporated herein by reference together with a memo from the Director describing in detail the current condition of the property. After presentation by the Director of the facts and matters pertaining to the subject property, the property owner or any other person having an interest in and to the subject property and/or other person desiring to make any public comment or to present and additional matters related to the subject of the public hearing were requested to come forward, whereupon Earnestine Melvin and Annie McAfee addressed the Board. Ms. Melvin requested 30 days to remove the dilapidated structure and to clean the property. Ms. McAfee reiterated her prior comments and requested that Ms. Melvin be permitted the time requested to remove the dilapidated structure and clean the property. Thereupon, having considered the facts and matters presented and having considered all attendant facts and circumstances related to the subject matter of the public hearing and the subject property and first incorporating all documents and things presented by the Director relative thereto, and first finding that the subject property in its current condition constitutes a menace to the public health and safety of the community, Alderman Vinson made the motion to adopt a Resolution regarding the same which is appended hereto, and for the clean-up of the property as described in the memo relative to the same presented by the Director and for the filing of a Lis Pendens regarding the action of the board relative thereto and thereafter to present to the board for the assessment of penalties and costs as provided by statute, with such action to be stayed for 30 days to give the owner the opportunity to remove the dilapidated structure and to correct the determined issue, seconded by Alderman Williams, and upon unanimous vote the motion carried.

7.

PUBLIC HEARING AND BOARD ACTION REGARDING THE DETERMINATION OF A PUBLIC NUISANCE AT 213 SHELBY CIRCLE (PARCEL #18J-47)

A public hearing was held regarding the condition of the property located at 213 Shelby Circle, whereupon the City Attorney opened the same and asked the Director of Community Development whether all the pre-requisites to the public hearing had been met. The Director advised that they had and accordingly the statutory notice is appended hereto and incorporated herein by reference together with a memo from the Director describing in detail the current condition of the property. After presentation by the Director of the facts and matters pertaining to the subject property, the property owner or any other person having an interest in and to the subject property and the improvements thereon and/or other person desiring to make any public comment or to present and additional matters related to the subject of the public hearing were requested to come forward and address the board and none presented. Thereupon, having considered the facts and matters presented and having considered all attendant facts and

circumstances related to the subject matter of the public hearing and the subject property and first incorporating all documents and things presented by the Director relative thereto, and first finding that the subject property in its current condition constitutes a menace to the public health and safety of the community, and further finding that the subject improvements are located on property which is 16<sup>th</sup> Section property owned by the Rankin County School District and that the current condition of the improvements would provide an optimum training opportunity for city employees and further finding that the District has authorized the use of the property and improvements accordingly, Alderman Williams made the motion to adopt a Resolution regarding the same which is appended hereto, and for the use of the subject property for municipal training purposes and that at the conclusion of such training exercises, as consideration therefore, for the removal of debris, dilapidated buildings, abandoned and inoperable vehicles and weeds, grass and other debris as necessary and reasonable under the circumstances, seconded by Alderman Dobbs, and upon unanimous vote the motion carried.

8.

APPROVE TRAVEL FOR KYLE BROWN AND JORDAN HILLMAN TO TRAVEL TO LAFAYETTE, LA TO ATTEND A CASE STUDY ON TRADITIONAL NEIGHBORHOOD DEVELOPMENT ON A DATE TO BE DETERMINED

Alderman Williams made the motion to approve travel for Kyle Brown and Jordan Hillman to travel to Lafayette, LA to attend a case study on traditional neighborhood development on a date to be determined, in accordance with the memo from the Community Development Director, which is appended hereto, seconded by Alderman Coker, and upon unanimous vote the motion carried.

9.

HIRE BLAKE HOWELL AS A PART TIME SPLASH PARK ATTENDANT AND SET RATE OF PAY EFFECTIVE JUNE 21, 2016; INCREASE INDIVIDUAL AND TEAM REGISTRATION FEES PURSUANT TO THE MEMO; AND ADVERTISE IN THE RANKIN COUNTY NEWS IN THE AMOUNT OF \$150.00 FOR FALL REGISTRATION

Alderman Morris made the motion to hire Blake Howell as a part time splash park attendant and set rate of pay effective June 21, 2016; to increase individual and team registration fees; and to advertise in the Rankin County News in the amount of \$150.00 for fall registration, for the purpose of advertising and to bring into favorable notice of the opportunities and possibilities of the City, first finding that this mode of advertising is in the best interests of the City, in accordance with the memos from the Park and Recreation Department, which are appended hereto, seconded by Alderman Williams, and upon unanimous vote the motion carried.

10.

APPROVE 36-MONTH CONTRACT WITH ADVANTAGE BUSINESS SYSTEMS FOR A MANAGED PRINTER IN THE AMOUNT OF \$50.00 PER MONTH AND AUTHORIZE THE MAYOR AND CITY CLERK TO EXECUTE THE SAME; AND ACCEPT BIDS RECEIVED

ON JUNE 2, 2016 FOR #2016-006 SERVER ROOM IMPROVEMENT PROJECT, AWARD TO TECHSOURCE SOLUTIONS, AS THE LOWEST AND BEST BID RECEIVED, AND AUTHORIZE THE MAYOR AND CITY CLERK TO EXECUTE THE SAME

Alderman Vinson made the motion to approve a 36-month contract with Advantage Business Systems for a managed printer in the amount of \$50.00 per month and authorize the Mayor and City Clerk to execute the same; and to accept the bids received on June 2, 2016 for #2016-006 Server Room Improvement Project, award to Techsource Solutions, as the lowest and best bid received, and authorize the Mayor and City Clerk to execute the same, in accordance with the memos from the Information Technology Department, which are appended hereto, seconded by Alderman Coker, and upon unanimous vote the motion carried.

11.

APPROVE REVISED DRUG & ALCOHOL TESTING POLICY; PUBLISH ADVERTISEMENT TO ACCEPT BIDS FOR THE SALE OF ONE (1) 2005 DUTCH HOUSE TRAILER VIN #00HR; APPROVE DOCKET OF CLAIMS FROM JUNE 3, 9 & 16, 2016 AND FOX EVERETT CLAIMS FROM JUNE 20, 2016; AND ADOPT RESOLUTION AUTHORIZING THE MAYOR TO EXECUTE WATER POLLUTION RESOLVING FUND LOAN PROGRAM AND TO AUTHORIZE THE MAYOR AND CITY CLERK TO EXECUTE ALL RELATED DOCUMENTS

Alderman Vinson made the motion to approve a revised Drug & Alcohol Testing Policy; to publish advertisement to accept bids for the sale of one (1) 2005 Dutch house trailer VIN #00HR in accordance with MCA Section 17-25-25(2); to approve Docket of Claims from June 3, 9 & 16, 2016 and Fox Everett Claims from June 20, 2016; and to adopt a Resolution authorizing the Mayor to execute water pollution resolving fund loan program and to authorize the Mayor and City Clerk to execute all related documents, in accordance with the memos from the City Clerk, which are appended hereto, seconded by Alderman Williams, and upon unanimous vote the motion carried.

12.

EXECUTIVE SESSION

Alderman Coker made the motion to consider the need to go into executive session to discuss potential litigation and personnel matters, seconded by Alderman Morris, and upon unanimous vote the motion carried.

Alderman Coker then made the motion to go into executive session for the reasons stated, and more specifically to discuss potential litigation and personnel matters involving the police department, seconded by Alderman Morris, and upon unanimous vote the motion carried.

Alderman Vinson made the motion to resume the Regular Board Meeting out of Executive Session, seconded by Alderman Dobbs, and upon unanimous vote the motion carried.

(No votes were taken in Executive Session.)

13.  
ADJOURN

Alderman Coker made the motion to adjourn the Regular Board Meeting, seconded by Alderman Vinson, and upon unanimous vote the motion carried.

Next Regular Board Meeting will be on Tuesday, July 5, 2016. (Regular Board Meeting falls on July 4, a state and federal holiday, and accordingly is to occur on the next business day following such holiday.)

MINUTES APPROVED THIS THE 5<sup>th</sup> DAY OF JULY, 2016.

HON. BUTCH LEE, MAYOR

ATTEST:

ANGELA BEAN, CITY CLERK