

MINUTES
BRANDON BOARD OF ALDERMEN
REGULAR BOARD MEETING
BUTCH LEE, MAYOR PRESIDING
DECEMBER 6, 2021

1. CALL TO ORDER - Mayor Lee and Aldermen Dobbs, Middleton, Womack, Coker, Williams, Vinson and Craine were present.

2. INVOCATION AND PLEDGE OF ALLEGIANCE

- Invocation: Lauren Stingily - Mayor's Youth Council
- Pledge of Allegiance: Jake McKay - Mayor's Youth Council

3. PUBLIC COMMENTS AND RECOGNITIONS – None.

4. OLD BUSINESS

1. Approve the Work Session Minutes and Regular Board Meeting Minutes of November 15, 2021.

Alderman Coker made the motion to approve agenda item 4.1, seconded by Alderman Williams and upon unanimous vote the motion carried.

5. BUTCH LEE, MAYOR

1. Adopt a resolution designating and declaring public parks within the City of Brandon.
2. Adopt a *Christmas Lights Trail* policy for participation by non-profit organizations having an interest in the City.
3. Adopt a resolution regarding the use of meeting spaces in City Hall and/or Library by Homeowners' Associations within the City of Brandon to hold annual meetings at no expense.

Alderman Dobbs made the motion to approve agenda items 5.1 – 5.3 in accordance with the related memos from the Mayor, which are appended hereto, seconded by Alderman Womack and upon unanimous vote the motion carried.

6. ANGELA BEAN, CITY CLERK

1. Approve sponsorship agreements with Ergon and Community Bank for the 2022/2023 concert season at the City of Brandon Amphitheater and authorize the Mayor to execute the same.

2. Accept the resignation of Accounts Payable Clerk, Cristin Elarton effective December 3, 2021.
3. Authorize the transfer of Theresa Trebotich from Utility Billing Clerk II to Accounts Payable Clerk effective December 7, 2021 and set rate of pay pursuant to the memo.
4. Approve:
 - a. Docket of Claims for November 12 and December 6, 2021.
 - b. Electronic Fund Transfers for November 2021.
 - c. Fox Everett claims released on November 24 and December 2, 2021.

Alderman Vinson made the motion to approve agenda items 6.1 – 6.4(a)-(c) in accordance with the related memos from the City Clerk, which are appended hereto, seconded by Alderman Craine and upon unanimous vote the motion carried.

7. CHARLES SMITH, PUBLIC WORKS DEPARTMENT

1. Approve Tank Pro, Inc. pay request #3 in the amount of \$14,250.00 with regard to the Caine Circle Elevated Water Tank Modifications Project and authorize payment of the same.
2. Hire Rodger Hoffman as Water Shop Manager effective December 6, 2021 and set rate of pay pursuant to the memo.
3. Approve a professional services agreement with Benchmark Engineering for the preparation of construction plans and bid documents for the College Street Waterline Project and authorize the Mayor to execute the same.
4. Approve the preparation of plan documents for the East Metro Water and Sewer Extension Project and authorize publication of the bid notice regarding the same.
5. Approve the utility adjustments and utility adjustment denials pursuant to the memo.
6. Approve the preparation of plan documents for the Pecan Ridge entrance rehabilitation and authorize publication of the bid notice regarding the same.
7. Authorize the public works department to proceed with the Cornerstone Storm Drain Replacement (Provision Parkway) project and authorize advertisement of bid notice regarding the same.

Alderman Dobbs made the motion to approve agenda items 7.1 – 7.7 in accordance with the related memos from the Public Works Director, which are appended hereto, seconded by Alderman Coker and upon unanimous vote the motion carried.

8. MATT DODD, COMMUNITY DEVELOPMENT

1. Set public hearings for December 20, 2021:
 - a. Case 21-031; Conditional Use application from Verizon Wireless re: three (3) small cell facilities.
 - b. Case 21-030: PUD application request from 3B, LLC for 4.09 acres (Parcel J8-7-30).
 - c. Case 21033: Variance application request from Square Development – 106 W. Government St.
 - d. Case 21-034: Conditional Use application from Square Development – 106 W. Government Street.
 - e. Case 21-024: Amendments to the Official Zoning Ordinance of the City of Brandon.
2. Approve the installation of public access gates for Hastings Subdivision main entry gate off College Street, pursuant to Chapter 70, Article III, Sections 70-40 through 70-42.
3. Transfer Steve Dedmon from the Fire Department to the Community Development Department as Code Enforcement Officer/Inspector effective December 7, 2021 and set rate of pay in accordance with the memo.

Alderman Vinson made the motion to approve agenda items 8.1(a)-(e) – 8.3 in accordance with the related memos from the Community Development Director, which are appended hereto, seconded by Alderman Craine and upon unanimous vote the motion carried.

9. WILLIAM THOMPSON, POLICE CHIEF

1. Approve the surplus and transfer of equipment to the City of Terry and City of Pelahatchie, as described in the memo from the Police Department, which equipment is of no use or value to the City, in accordance with MCA Section 31-7-13(m)(vi), first finding that the transfer to the City of Terry and City of Pelahatchie in this respect is in the best interest of the taxpayers of the state.
2. Hire Whitney Ryan as a Patrolman and Miriam Berry as a Dispatcher effective subject to and upon the completion of pending hiring prerequisites, and set rate of pay pursuant to the memo.

Alderman Coker made the motion to approve agenda items 9.1 & 9.2 in accordance with the related memos from the Police Department, which are appended hereto, seconded by Alderman Vinson and upon unanimous vote the motion carried.

10. BRIAN ROBERTS, FIRE CHIEF

1. Monthly Reports:
 - a. Siren Report: 2 need repairs Issues: N. College St & Cornerstone-no sound
 - b. EMS Report; # of P1 calls: 155 Average Response Time: 9:01

2. Accept the resignation of Firefighter Josh Samander effective November 29, 2021.
3. Hire Jeffrey Allen as a certified Firefighter effective December 7, 2021 and set rate of pay pursuant to the memo.

Alderman Williams made the motion to approve agenda item 10.1(a)-(b) – 10.3 in accordance with the related memos from the Fire Department, which are appended hereto, seconded by Alderman Craine and upon unanimous vote the motion carried.

EXECUTIVE SESSION

Alderman Coker made the motion to consider the need to enter into Executive Session, seconded by Alderman Womack and upon unanimous vote the motion carried.

Alderman Womack then made the motion to enter into Executive Session to discuss pending litigation involving the City re: *Fisackerly* and *Olivier*, personnel matters re: Police Department personnel and the acquisition of real property re: 754 West Government Street and the Busick Trail Project, seconded by Alderman Dobbs and upon unanimous vote the motion carried.

Alderman Williams made the motion to authorize the Mayor to make a just compensation offer in accordance with MCA Section 43-37-1 *et. seq.* in the amount of \$70,000 in accordance with the appraisal by Robert R. Morrow, Jr., dated November 30, 2021 to purchase the property (16th Section lease) and improvements located at 754 West Government Street, seconded by Alderman Middleton and upon unanimous vote the motion carried.

Alderman Dobbs made the motion to retain Robert R. Morrow, Jr., to perform real property appraisals in accordance with MCA Section 43-37-1 *et. seq.* for certain parcels, to-wit: PPIN: 21978, 21980, 82521, 32293/82795, 32292, for purposes of acquiring permanent easements for the Busick Trail Project, seconded by Alderman Womack and upon unanimous vote the motion carried.

Chief Thompson presented a personnel matter involving employee #1635. The information in this respect is to be included in the employee's personnel file.

Mayor Lee exited the meeting in Executive Session.

Alderman Williams made the motion to suspend employee #1635 for two (2) weeks without pay, effective immediately, and to designate said employee as ineligible for promotion for one (1) year, seconded by Alderman Dobbs, whereupon Aldermen Williams, Craine, Middleton, Dobbs, and Womack voted AYE and Aldermen Vinson and Coker voted NAY, and the motion carried.

Mayor Lee returned to the meeting in Executive Session.

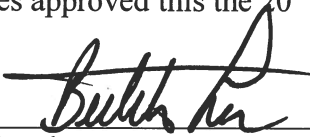
Alderman Williams then made the motion to resume the Regular Board Meeting out of Executive Session, seconded by Alderman Craine and upon unanimous vote the motion carried.

(That votes were taken in Executive Session was announced upon return to the Board Room).

ADJOURN

Alderman Williams made the motion to adjourn the Regular Board Meeting, seconded by Alderman Coker and upon unanimous vote the motion carried. (Next Regular Board Meeting: December 20, 2021).

Minutes approved this the 20th day of December 2021.



Hon. Butch Lee, Mayor

Attest:



Hon. Angela Bean, City Clerk

