**AGENDA**

**REGULAR BOARD MEETING**

**BRANDON BOARD OF ALDERMEN**

**BUTCH LEE, MAYOR PRESIDING**

**SEPTEMBER 16, 2013**

1. **CALL TO ORDER**
2. **INVOCATION AND PLEDGE OF ALLEGIANCE**

**3. PUBLIC COMMENTS AND RECOGNITIONS**

 **4. OLD BUSINESS**

1. Minutes of Regular Board Meeting of September 3, 2013.

2. Minutes of Special Board Meeting of September 12, 2013.

 **5. MAYOR, BUTCH LEE**

1. Consideration to accept the resignation of Tahya Dobbs, effective September 30, 2013.

 **6. POLICE CHIEF, WILLIAM THOMPSON**

1. Request permission for Robbie Wade to travel to Pelham, Alabama for Dive/Rescue Certification, September 18 thru September 20, 2013.

2. Request approval of installation of one (1) ATM machine to be placed

 in the lobby of the Police Department, pursuant to memo.

3. Request approval to change the resignation date of Helen Cecilia Parker to August 31, 2013.

4. Request approval to hire Thomas Sills as Communications Officer for the City of Brandon Police Department, effective September 30, 2013.

5. Request permission to purchase two (2) Dodge Chargers from Landers Chrysler Dodge in the amount of $45,704 and one (1) Ford Explorer from Gray Daniels in the amount of $25,099.00 to be purchased with equitable share and drug seizure funds for FY 2014. This request to purchase will replace prior approval received on August 19, 2013 for three of four units from Turan-Foley.

6. Request approval of the Annual Support Renewal Agreement with Harris Global Software in the amount of $37,078.00, covering period of October 2013 – September 2014 and authorize the Mayor to execute the same.

7. Consideration to accept the resignation of Joseph Shows, effective September 19, 2013.

8. Request permission to repair the voice recorder in communications/dispatch and use Department of Public Safety Funds in the amount of $2,513.00 for payment.

9. Request permission to upgrade the communications systems within the dispatch office of the Police Department and use Department of Public Safety Funds in the amount of $11,640.00 for payment.

10. Request authorization of a check in the amount of $1,500.00 from drug seizure to be issued for drug buy money.

11. Request permission to hire Joseph French as a Patrol Officer, pursuant to memo, effective

 September 30, 2013.

 **7. FIRE CHIEF, ROB MARTIN**

1. Request permission for Captain Justin Adcock, Lt. Justin Allen, Lt. Bryhn Beck,

Lt. Matt Head, Firefighter Donald Fortin and Fire Chief Rob Martin to travel to Pelham, Alabama for Dive/Rescue Certification, September 18 thru September 20, 2013.

 **8. COMMUNITY DEVELOPMENT DIRECTOR, AMANDA TOLSTAD**

1. Consideration to approve agreements with Metro Building Services, Inc for HVAC preventative maintenance services at the Library, Police Station and City Hall and authorize the Mayor to accept the same.

2. Consideration to appoint Walter Scott Duncan, JW Beck, Lynn Weems, Bill Oakley, Ginger Sherman, Pete Mills and Suzanne Ross to the planning commission in accordance with the memo.

 **9. ECONOMIC DEVELOPMENT DIRECTOR, KYLE BROWN**

1. Request approval to travel to New Albany, Mississippi, to attend the Mississippi

 Conference on Business & Entrepreneur Development, September 17 – 18, 2013.

 2. Accept the August 12, 2013 Minutes of the Brandon Economic Development Council.

 **10. PUBLIC WORKS DEPARTMENT**

1. Consideration to declare an emergency the repairs to Richland Creek Lift Station due to

 lightning damage and authorize payment to Magnolia Pump & Equipment in the amount

 of $10,772.84.

 **11. CITY CLERK, ANGELA BEAN**

1. Request approval for the City of Brandon to pay for flu shots for City employees, at a cost of $15.00 per shot, to be provided by Brandon Discount Drugs.

2. Consideration to approve MDA pay request #1-in the amount of $72,664.89 with regard to the Sunset Park Project, authorize payment to Sample Hicks & Associates in the amount of $2,625.00 and authorize the Mayor to execute all related closeout documents.

3. Request permission for Mayor Lee to travel to Starkville September 19-20, 2013 to

 attend the MML Board of Directors meeting.

4. Consideration to amend personnel policy 301 clarifying the pay-date, and due dates of time sheets and leave requests.

5. Consideration to approve the docket of claims for periods ending September 5 and 16, 2013.

 **ADJOURN UNTIL OCTOBER 7, 2013.**