

MINUTES OF THE REGULAR BOARD MEETING OF THE MAYOR AND BOARD OF
ALDERMAN OF THE CITY OF BRANDON, MISSISSIPPI
HELD ON NOVEMBER 3, 2014

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 Morrow, Christopher, Coker, Williams, Vinson and Corley were present. Alderman Morris was absent. City Attorney Mark Baker led the prayer and Alderman Morrow the Pledge of Allegiance. Public Comments/ Recognitions: Alderman Corley thanked the police department for their efforts with the Trunk or Treat event at the police department.

1.
APPROVE MINUTES OF REGULAR BOARD MEETING
OCTOBER 20, 2014

Alderman Coker made the motion to approve the Minutes of the Regular Board Meeting of October 20, 2014, which are appended hereto, seconded by Alderman Vinson and upon unanimous vote the motion carried.

2.
ADOPT RESOLUTION APPROVING AND ADOPTING TAX-EXEMPT FINANCING AND
SECURITIES COMPLIANCE PROCEDURES AND AUTHORIZING THE
IMPLEMENTATION OF SUCH PROCEDURES; AND APPROVE PROFESSIONAL
SERVICES AGREEMENT WITH NEEL-SCHAFFER, INC. FOR SERVICES RELATED TO
THE RECREATIONAL FACILITIES IMPROVEMENTS PROJECT

Alderman Morrow made the motion to adopt a Resolution approving and adopting tax-exempt financing and securities compliance procedures and authorizing the implementation of such procedures; and approve a professional services agreement with Neel-Schaffer, Inc. for services related to the recreational facilities improvements project, and to authorize the Mayor and City Clerk to execute the same, in accordance with the Memos from the Mayor which are appended hereto, seconded by Alderman Corley, and upon unanimous vote the motion carried.

3.
APPROVE ADVERTISING RE: RED KETTLE SIGN WITH SALVATION ARMY, 2015
PRINCESS BALL, AND RANKIN COUNTY NEWS

Alderman Morrow made the motion to approve advertising as follows: Red Kettle Sign with the Salvation Army at a cost of \$250.00 to be shared with Mayor's Youth Council, approve contract with Miss Mississippi for the 2015 Princess Ball on February 6 & 7, 2015, in the amount of \$175.00 plus mileage of \$95.20, and with the Rankin County News in the amount of \$299.50 for advertising for the City's Fall Decorations Contest, first finding that such will promote the opportunities and possibilities of the City and that the mode of advertising is in the best interests of the citizenry, in accordance with the Memos from the Events Coordinator, which are appended hereto, seconded by Alderman Vinson, and upon unanimous vote the motion carried.

4.

RESCIND ACTION RE: PURCHASE OF IN CAR CAMERA SYSTEMS FROM JACKSON COMMUNICATIONS AND APPROVE PURCHASE OF IN CAR CAMERA SYSTEMS FROM TCS WARE; APPROVE PURCHASE OF VEHICLE EQUIPMENT FROM JACKSON COMMUNICATIONS; ACCEPT RESIGNATION OF LUKE STICKMAN; APPROVE SALARY ADJUSTMENT FOR BRADLEY CONNER; AND HIRE TREIGH PEOPLES AS PART-TIME COMMUNICATIONS OFFICER

Alderman Morrow made the motion to rescind board action taken on October 20, 2014 regarding the purchase of in car camera systems from Jackson Communications and to approve the purchase of in car camera systems from TCS Ware in the amount of \$14,970.33, as the lowest and best quote received; to approve the purchase of vehicle equipment from Jackson Communications in the amount of \$18,544.50, including installation, as the lowest and best quote received; to accept the resignation of Patrol Office Luke Stickman effective October 29, 2014; to approve a salary adjustment for Patrol Officer Bradley Conner effective October 1, 2014; and to hire Treigh Peoples as a part-time communications officer effective November 4, 2014, in accordance with the Memos from the Police Chief which are appended hereto, seconded by Alderman Coker, and upon unanimous vote the motion carried.

5.

HIRE CRAIG NASH AS TRAINING OFFICER/ DIVISION CHIEF; AND ACCEPT PROPOSED SCHEDULE FOR CONSTRUCTION OF NEW FIRE STATIONS

Alderman Vinson made the motion to hire Craig Nash as Training Officer/Division Chief effective November 17, 2014; and to accept the proposed schedule for construction of the new fire stations, in accordance with the Memos from the Fire Chief, which are appended hereto, seconded by Alderman Corley, and upon unanimous vote the motion carried.

6.

ADD TO AGENDA AND ACTION TO APPROVE ADVERTISEMENT OF REQUEST FOR PROPOSALS RE: EMERGENCY MEDICAL CARE & ADVANCED LIFE SUPPORT SERVICES

Alderman Morrow made the motion to add to the agenda and to approve the advertisement for Request for Proposals re: Emergency Medical Care & Advanced Life Support Services, in accordance with the Memo from the Fire Chief which is appended hereto, seconded by Alderman Corley, and upon unanimous vote the motion carried.

7.

APPROVE JOB DESCRIPTIONS FOR CODE ENFORCEMENT/PLAN EXAMINER AND OFFICE MANAGER/PERMIT TECHNICIAN; HIRE BRENT SMITH A CODE ENFORCEMENT OFFICER/PLANS EXAMINER; APPROVE APPOINTMENTS TO THE PLANNING COMMISSION; SET PUBLIC HEARINGS FOR VARIANCE REQUEST OF BILLY J. MOAK AT 47 QUAIL LANE AND REGARDING THE LOCATION OF THE NEW FIRE STATIONS IN VARIOUS ZONING DISTRICTS IN THE CITY

Alderman Coker made the motion to approve job descriptions for Code Enforcement/Plan Examiner and Office Manager/Permit Technician; to hire Brent Smith as a Code Enforcement Officer/Plan Examiner effective November 4, 2014; to approve appointments to the Planning Commission; to set public hearings during the Regular Board meeting on November 17, 2014, for the variance request of Billy J. Moak and regarding the location of the new fire stations in various zoning districts in the City, in accordance with the Memos from the Director of Community Development which are appended hereto, seconded by Alderman Morrow, and upon unanimous vote the motion carried.

8.

PUBLIC HEARING AND ACTION VARIANCE REQUEST OF STEVE AND STACEY
THERRELL AT 2106 SHADOWLAWN

This matter came before the Board on consideration of the variance request of Steve and Stacey Therrell, 2106 Shawdowlawn regarding the construction of an addition to an existing detached garage. The Public Hearing was opened and the Director of Community Development presented the Board with a Staff Report regarding the matters pertaining to the application which is appended hereto and incorporated herein. All prerequisites to the Public Hearing were met and the Planning Commission voted to recommend approval of the request. Thereafter, Steve Therrell spoke in favor of the request. No one spoke in opposition to the request.

Alderman Coker, first incorporating the matters and things presented at the Public Hearing and including the referenced Staff Report, made the motion to grant the variance request, seconded by Alderman Vinson, and upon unanimous vote the motion carried.

9.

PUBLIC HEARING AND ACTION VARIANCE REQUEST OF MARTHA BIRD AT 218
CHERRY DRIVE

This matter came before the Board on consideration of the variance request of Martha Bird, 218 Cherry Drive, regarding the location of an addition to her residence which will encroach on the required rear set-back. The Public Hearing was opened and the Director of Community Development presented the Board with a Staff Report regarding the matters pertaining to the application which is appended hereto and incorporated herein. All prerequisites to the Public Hearing were met and the Planning Commission voted to recommend approval of the request. Thereafter, Paul Bird, Robert Sessums and William Spencer spoke in favor of the request. No one spoke in opposition to the request. Mr. Bird provided a petition in support signed by his neighbors and photographs of the area which are appended hereto and incorporated herein.

Alderman Williams, first incorporating the matters and things presented at the Public Hearing and including the referenced Staff Report, made the motion to grant the variance request, seconded by Alderman Corley, and upon unanimous vote the motion carried. The applicant was advised that the action taken by the City does not supercede any applicable protective covenants pertaining to the matter at issue.

10.
ADOPT RESOLUTION OPTING OUT OF S.B. 2378

Alderman Morrow made the motion to adopt a Resolution opting out of S.B. 2379 in accordance with the Memo from the Director of Community Development, which are appended hereto, seconded by Alderman Vinson, and upon unanimous vote the motion carried.

11.
TO HIRE CATHERINE HAZEN AS OFFICE MANAGER/PERMIT TECHNICIAN IN THE
COMMUNITY DEVELOPMENT DEPARTMENT AND TO AUTHORIZE THE
COMMUNITY DEVELOPMENT DIRECTOR TO TRAVEL TO TUPELO ON NOVEMBER
12-14, 2014 TO ATTEND MS CHAPTER OF THE AMERICAN PLANNING ASSOCIATION

Alderman Coker made the motion to hire Catherine Hazen as Office Manager/Permit Technician in the Community Development Department effective November 4, 2014; and to authorize the Community Development Director to travel to Tupelo, November 12-14, 2014 to attend the MS Chapter of the American Planning Association, in accordance with the Memos from the Director of Community Development, which are appended hereto, seconded by Alderman Vinson, and upon unanimous vote the motion carried.

12.
APPROVE COMMODITY BIDS RECEIVED ON OCTOBER 21, 2014; RESCIND BOARD
ACTION TAKEN ON OCTOBER 20, 2014 WITH REGARD TO THE PURCHASE OF A 2014
SILVERADO FROM TURAN FOLEY AND APPROVE PURCHASE OF A FORD F-150 XL
2WD EXTENDED CAB FROM BUTCH OUSTALET FORD

Alderman Corley made the motion to accept commodity bids received on October 21, 2014 as follows: Street Signs - Custom Products Corporation, Rip Rap/Limestone/Top Soil - Southern Crushed Concrete (Limestone) and White Sands, Inc. (Rip Rap and Top Soil), Street Striping - Traffic Control Products; Sewer Pipe - Coburns Supply, Polypropylene Resin Storm Drain Pipe - Consolidated Pipe and Supply and 1st alternate Coburns Supply, Chlorine and Fluoride - Harcros Chemicals, C-900 Water Pipe - Coburns Supply; and to rescind board action taken on October 20, 2014 with regard to the purchase of a 2014 Silverado from Turan Foley and approve purchase of a Ford F-150 XL 2WD from Butch Oustalet Ford (State Contract Dealer) in the amount of \$20,022.00 (state contract price), in accordance with the Memos from the Public Works Director, which are appended hereto, seconded by Alderman Morrow, and upon unanimous vote the motion carried.

13.
APPROVE CREATION OF DOWNTOWN BRANDON INVESTMENT ZONE AND
INCENTIVE PACKAGE

Alderman Morrow made the motion to approve the creation of the Downtown Brandon Investment Zone and corresponding investment package, in accordance with the Memo from the

Economic Development Director, which is appended hereto, seconded by Alderman Corley, and upon unanimous vote the motion carried.

14.
APPROVE DOCKET OF CLAIMS AND FOX EVERETT CLAIMS RELEASED

Alderman Morrow made the motion to approve the Docket of Claims for October 22 & 29, and November 3, 2014; and to approve the Fox Everett claims released on October 21 & 24, 2014, in accordance with the Memos from the City Clerk, which are appended hereto, seconded by Alderman Vinson, and upon unanimous vote the motion carried.

15.
EXECUTIVE SESSION

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

Alderman Coker then made the motion to go into executive session for the reason stated and more specifically to discuss personnel matters involving the Police Department, seconded by Alderman Vinson and upon unanimous vote the motion carried.

Alderman Corley made the motion to resume the Regular Board Meeting out of executive session, seconded by Alderman Vinson and upon unanimous vote the motion carried.

That there were no votes taken in Executive Session was announced in the Regular Board Meeting.

16.
ADJOURN

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

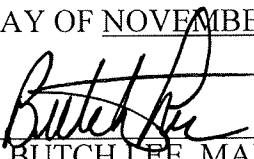
(Next Regular Board Meeting will be on November 17, 2014).

MINUTES APPROVED THIS THE 17th DAY OF NOVEMBER 2014.

ATTEST:


ANGELA BEAN, CITY CLERK




HON. BUTCH LEE, MAYOR