

MISSISSIPPI PORT AUTHORITY

BOARD OF COMMISSIONERS

SPECIAL MEETING

April 10, 2014

Minutes of the Mississippi State Port Authority Board of Commissioners Special Meeting, Thursday, April 10, 2014, 2510 14th Street, Suite 1450, Gulfport, Mississippi, at which the following Commissioners and staff were present:

Commissioners: John Rester, President
 E.J. Roberts, Secretary
 Robert J. Knesal, Treasurer
 James C. Simpson, Jr., Commissioner

Staff: Jonathan Daniels, Executive Director & C.E.O.
 Matthew Wypyski, Chief Operating Officer
 Joe Conn, Restoration Director
 John Webb, Director of Engineering
 Kim Purchner, Executive Assistant/HRO
 Tammy Salisbury, Asst. Comptroller
 Mel Arsenault, Director of Compliance
 Dale Waltman, Director of Operations
 Nick Foto, Financial Manager, Restoration

Brant Pettis, Balch & Bingham

Others: Daron Wilson, MDA (via telephone)
 Phillip Carter (via telephone)
 Lon Elledge, CH2MHill
 Brian Varnado, T.L. Wallace
 Randall Love, T.L. Wallace
 Todd Bradford, YAJV
 Don Lancaster, NSI

Commissioner Rester noted the presence of a quorum and called the special meeting to order at approximately 9:00 a.m.

FINANCIAL REPORT:

Commissioner Knesal moved to approve the disbursements listed below. Commissioner Simpson seconded and the motion was unanimously approved.

FINAL CHECKLIST FOR APRIL 10, 2014

BILLS FOR THE MONTHS OF MARCH AND APRIL 2014 APPROVED AND PAID

FROM THE GROSS REVENUE FUND OF THE MS STATE PORT AUTHORITY AT GULFPORT

<u>CHK #</u>	<u>VENDOR</u>	<u>DESCRIPTION</u>	<u>CHK AMT</u>
48113	Kentwood Springs	Drinking Water	189.24
48114	Advanced Disposal Services	Waste Removal Services	288.00

48115	Anytime Portables, LLC	Portable Restroom Services	280.00
48116	Apple, Inc.	iPad	399.00
48117	Melanie J. Arsenaault	Travel Expenses	190.40
48118	AT&T	Telephone Services	1,560.36
48119	Bonds Services, Inc.	Janitorial Services	1,050.00
48120	Mary Bourdin	Travel Expenses/Reimb. For Web Hosting	372.54
48122	Card Services	Travel Expenses	2,072.96
48123	City of Gulfport	Water	6,373.00
48124	Sun Coast Business Supply	Toner Cartridges	1,382.57
48125	Cornerstone Government Affairs	Consulting Services	12,500.00
48126	CVR Computer Supplies	Toner Cartridges	827.96
48127	Jonathan Daniels	Travel Expenses	1,596.76
48128	Estabrook Motor Co., Inc.	New Vehicles	39,681.00
48129	Federal Express Corp.	Express Mail Services	298.89
48130	Fuelman	Fuel for MSPA Vehicles	505.38
48131	The Gibbes Company	Professional Services	18,418.18
48132	W.W. Grainger, Inc.	Perma Patch-Asphalt Repairs/Maint. Supplies	1,762.87
48133	Great Southern Club	Monthly Dues and Business Expenses	937.72
48134	Gulf Coast Business Supply, Inc.	Office Supplies	433.85
48135	Gulfport Industrial Supply, Inc.	Maintenance Supplies	129.00
48136	Gulfport Yacht Club	Business Expenses	128.92
48137	Hancock Bank	Safe Deposit Box Rental	35.00
48138	Hughes Supply	Replace Damaged Water Meters	1,368.00
48139	Logista	Computer Equipment and Supplies	4,801.00
48140	Intermodal Assoc. of North America	Advertising	2,715.00
48141	JOC Group, Inc.	Marketing Data Subscriptions and Advertising	4,205.00
48142	Lowe's Home Center, Inc.	Microwave and Maintenance Supplies	293.63
48143	Maximum Auto Parts	Maintenance Supplies	28.25
48144	MS Dept. of Human Services CRDU	Employee Deductions	117.70
48145	MS Power Company	Electricity	31,313.90
48146	MS Pub. Employees Credit Union	Employee Deductions	400.00
48147	MSPA Petty Cash Fund	Replenish Petty Cash	26.74
48148	National Crane Services, Inc.	Annual Inspection on Cranes	1,640.00
48149	Naylor, LLC	Advertising	2,229.50
48150	New Orleans Publishing Group	Advertising	1,450.00
48151	Pine Belt Oil Co., Inc.	Diesel	9,643.79
48152	Ports America, Inc.	Maint. on Cranes/Chiquita Out of Berth	36,730.01
48154	John Rester	Travel Expenses	712.74
48155	Rose Office Systems, Inc.	Rental for Facilities/Ops./Crowley Trailers	3,730.00
48156	Sorg Printing, LLC	Business Cards	114.00
48157	James C. Simpson, Jr.	Travel Expenses	2,056.04
48158	Norma Jean Soroe	Transcription Fees	444.48
48159	Southern Pipe and Supply, Inc.	Plumbing Supplies	58.00
48160	Munro Products, Inc.	Maintenance Supplies	94.70
48161	Southern Admin. and Benefits	Monthly Service Fees	200.00
48162	Stewart Sneed Hewes, Inc.	FY14 Flood Ins. Chiquita & Dodge Pickup	5,350.31
48163	Stribling Equipment, LLC	Repair Parts for Street Sweeper	502.04
48164	The Sun Herald	Advertising	547.50
48165	Swetman Security Services, Inc.	Security Guard Services	22,353.38
48166	Untangle, Inc.	Software Renewal	1,080.00
48167	WalMart Community	TV with DVD Player	227.88

48169	Matthew Wypyski	Tuition Reimbursement - Panama Program	3,349.00
CHECKS DATED 3/21/14 AND RELEASED PRIOR TO THE MEETING			
48090	RJ Young	Copier Maintenance Agreements	1,151.00
48091	State School Insurance Fund	Employee Deductions	11,527.08
48092	Fuelman	Fuel for MSPA Vehicles	183.92
48093	Guardian	Employee Dental Deductions	897.01
48094	Hancock Bank	April Lease 14th Floor	14,432.24
48095	Hancock Bank	April Lease 8th Floor	5,241.35
48096	Morpho Trust USA	TWIC Card	129.75
48097	MS State Tax Commission	Employee Deductions	5,967.00
48098	Ports America, Inc.	Maintenance on Cranes	11,550.01
48099	State Tax Commission	Tag for 2014 Ford Explorer	12.00
48100	State Tax Commission	Tag for 2014 Ford F150	12.00
CHECKS DATED 3/25/14 AND RELEASED PRIOR TO THE MEETING			
48101	Harbor Square Parking Garage	Quarterly Parking 14th Floor	2,697.18
48102	Harbor Square Parking Garage	Quarterly Parking 8th Floor	672.90
48103	JOC Group, Inc.	Advertising	6,651.00
48104	Naylor, LLC	Advertising	2,384.03
48105	New Orleans Publishing Group	Advertising	725.00
48106	PMT Publishing, Inc.	Advertising	2,177.70
48107	United States Postal Service	Postage	69.00
48108	Vision Service Plan	Employee Deductions	194.85
CHECKS DATED 3/27/14 AND RELEASED PRIOR TO THE MEETING			
48109	COSFDA	Registration Fees	620.00
48110	Jonathan Daniels	Travel Expenses	3,648.73
CHECKS DATED 4/7/14 AND RELEASED PRIOR TO THE MEETING			
48111	MS Dept. of Human Services CRDU	Employee Deductions	117.70
48112	MS Pub. Employees Credit Union	Employee Deductions	400.00
TRANSFERS			
03/19/14	Deferred Compensation	Employee Deductions	3,169.67
03/21/14	Federal Tax Deposit	Payroll Tax Deposit	23,365.12
03/26/14	Public Employment Retirement	Retirement Match and Withheld	41,718.81
04/04/14	Deferred Compensation	Employee Deductions	3,169.67
04/04/14	Federal Tax Deposit	Payroll Tax Deposit	27,432.71
Total			\$ 399,324.38

Commissioner Simpson moved to approve cash request #69 - MSPA (\$77,318.67); CH2MHill (\$346,813.43); QES (\$12,527.31); Neel Schaffer (\$378,034.41); CDM (\$26,408.20); L&A Contracting (\$1,907,269.58); Bertucci Contracting (\$1,664,266.95); RFB (10,157.50); Atwell & Gent (\$54,919.16); Atkins (\$46,187.68); Anchor QEA (\$20,577.50); Michael Baker (\$18,035.23) W.C. Fore (\$64,874.60); Yates Anderson JV (\$140,240.00); Thompson Engineering (\$13,331.46) for a total of \$4,780,961.68. Commissioner Roberts seconded and the motion passed with the Commissioners voting as follows: Simpson, Roberts and Rester - affirmative; Knesal - negative.

Commissioner Roberts moved to approve the following progress payments: Balch & Bingham (\$17,134.72); BMA (\$113,729.39); QES (\$3,412.50); W.C. Fore Trucking (\$322,655.88). Commissioner Simpson seconded and the motion was unanimously approved.

OLD BUSINESS:

Commissioner Simpson moved to approve Change Order No. 1 under Contract No. 014-HUD-019 with Bertucci Contracting Company. Change Order No. 1 increases the

contract value by \$36,199.59 with no increase in duration. Commissioner Knesal seconded and the motion was unanimously approved.

Commissioner Knesal moved to approve Change Order No. 4 under Contract No. 013-HUD-018 with L&A Contractors. Change Order No. 4 increases the contract value by \$281,419.64 and adds a 5 day time extension. Commissioner Roberts seconded and the motion was unanimously approved.

Commissioner Knesal moved to approve Task Order No. 15 with Anchor QEA, LLC under Contract No. 010-HUD-011. This item was tabled at the March Board Meeting. Task Order No. 15 has a not to exceed amount of \$450,000.00 and duration of 325 calendar days. Commissioner Simpson seconded and the motion was unanimously approved.

Commissioner Knesal moved to approve Task Order No. 16 with Anchor QEA, LLC under Contract No. 010-HUD-011. This item was tabled at the March Board Meeting. Task Order No. 16 has a not to exceed amount of \$170,800.00 and duration of 325 calendar days. Commissioner Roberts seconded and the motion was unanimously approved.

NEW BUSINESS:

Commissioner Simpson moved to authorize staff to salvage the following equipment/property, using a private auction company:

Asset #	Unit #	Description	VIN	Mileage	Condition
936-0001444	01	2004 Jeep Cherokee	1J4GX48N54C344360	88,292	Poor
936-0001442	06	2004 Ford Ranger	1FTYR10U94PA78047	44,318	Poor
936-0001486	30	2005 Ford Ranger	1FTYR10U95PA67583	29,359	Poor
936-0000833	12	1992 Cat. Fork Lift	2YJ00291	N/A	Poor
936-0001156	N/A	1998 Rail Car Mover	P-32016	N/A	Fair

Commissioner Roberts seconded and the motion was unanimously approved.

Commissioner Roberts moved to close the meeting to determine the need for Executive Session. Commissioner Simpson seconded and the motion was unanimously approved.

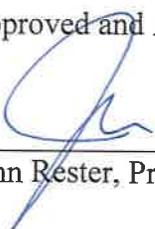
Commissioner Simpson moved to enter into Executive Session to discuss a Legal/Real Estate Matter (lease agreement with a potential tenant) and a personnel matter. Commissioner Roberts seconded and the motion was unanimously approved.

(THE BOARD OF COMMISSIONERS ENTERED INTO EXECUTIVE SESSION AT APPROXIMATELY 9:20 A.M.)

Commissioner Rester stated that no action took place in Executive Session.

The meeting was adjourned at approximately 11:00 a.m.

Approved and Attested



John Rester, President



E.J. Roberts, Secretary