

MISSISSIPPI PORT AUTHORITY

BOARD OF COMMISSIONERS

REGULAR MEETING

October 23, 2014

Minutes of the Mississippi State Port Authority Board of Commissioners Meeting,
Thursday, October 23, 2014, 2510 14th Street, Suite 1500, Gulfport, Mississippi at which
the following Commissioners and staff were present:

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

Staff: Jonathan Daniels, Executive Director/CEO
 Matthew Wypyski, Chief Operating Officer
 John Webb, Director of Engineering
 Dale Waltman, Director of Operations
 Mary Bourdin, Director of Finance
 Mel Arsenault, Director of Compliance
 Carlos Bell, Director of Community Relations/Marketing
 Kim Purchner, Executive Assistant/HRO
 Kim Aguillard, Community Relations/Marketing Specialist
 Shawn Meyer, Deputy Director of Operations
 Nick Foto, Deputy Project Manager - Restoration

 Ben Stone, Legal Counsel
 David Duhe, Legal Counsel

Others: Shorty Sneed, Stewart Sneed Hewes
 Philip Carter, MDA
 Howard Page, Steps Coalition
 Robert Boone, RFB, LLC
 Duane Wilson, DuPont
 Brian Varnado, T.L. Wallace
 Randall Love, T.L. Wallace
 Tom Ryburn, CH2MHill
 Chris Williams, BMA
 Rebecca Ferguson, MDA
 Kym Davis, YAJV
 M.W. Hilton, MS Pilots
 Courtney Haggerty, Residence Inn
 Avery Windham, Hilton Garden Inn
 Todd Bradford, YAJV
 Glenn Cobb, Pathways to the Port
 Greg Schruff, SSA
 John Coughlin, Yates Anderson
 Casey McConnell, Yates Anderson JV
 Jay Carney, T.L. Wallace
 Richie Ashley, Neel-Schaffer
 Mark McDaniel, Yates Anderson JV
 Cathy Mackenzie, Island View

Commissioner Rester noted the presence of a quorum and called the meeting to order at approximately 8:30 a.m.

The Pledge of Allegiance was led by Commissioner Rester.

PUBLIC COMMENTS:

Howard Page, Steps Coalition, asked the MS Development Authority to place the latest HUD response out for public review.

Commissioner Roberts moved to approve the September 23rd, September 25th and September 29th minutes. Commissioner Norris seconded and the motion was unanimously approved.

Commissioner Norris moved to approve travel (Oct. 7-9/Arsenault to Starkville; Oct. 23/Daniels to Jackson; Nov. 4-7/Daniels to Costa Rica; Nov. 16-23/ Daniels, Wypyski & Foto to China. Commissioner Roberts seconded and the motion was unanimously approved.

FINANCIAL REPORT:

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

DISBURSEMENTS THROUGH OCTOBER 9, 2014
BILLS FOR THE MONTHS OF SEPTEMBER AND OCTOBER 2014 APPROVED AND PAID
FROM THE GROSS REVENUE FUND OF THE MS STATE PORT AUTHORITY AT GULFPORT

CHK#	VENDOR	DESCRIPTION	CHK AMT
48873	Kim Aguillard	Travel Expenses	399.61
48874	AirGas Gulf States	Welding Supplies	132.50
48875	Alexander, Van Loon, Sloan	FY14 Final Billing Financial Audit Services	24,304.00
48876	AT&T	Telephone Services	1,685.06
48877	Carlos Bell	Business and Travel Expenses	483.05
48878	Mary Bourdin	Reimbursement for Cell Phone Cover	42.79
48880	City of Gulfport	Water	7,094.78
48881	Cornerstone Government Affairs	Consulting Services	12,500.00
48882	Cycology	Sponsorship	500.00
48883	Daily Equipment	Parts to Repair Forklift	81.02
48884	Jonathan Daniels	Business and Travel Expenses	240.63
48885	Eagle Energy, Inc.	Diesel	8,854.84
48886	Federal Express Corp.	Express Mail Services	134.64
48887	Fuelman	Fuel for MSPA Vehicles	351.13
48888	The Global Event Team, LLC	Reg. Fees for AAPA Annual Convention	6,000.00
48889	Grainger, Inc.	Maintenance Supplies	549.57
48890	Great Southern Club	Monthly Dues and Business Expenses	642.58
48891	Gulf Coast Business Supply, Inc.	Office Supplies	287.25
48892	Logista	Computer Services	506.25
48893	MS State Treasure Fund 3601	Long Distance Telephone/Internet Services	1,572.80
48894	Newell Paper Co.	Janitorial Supplies	774.30
48895	Jerry's Lawn Mower Sales	Grounds Supplies	84.00
48897	MS Dept. of Human Services CRDU	Employee Deductions	304.45
48898	MS Gulf Coast Chamber of Comm.	Registration Fee	15.00
48899	MS Power Company	Electricity	35,105.27

48900	MS Pub. Employees Credit Union	Employee Deductions	400.00
48901	MSPA PEA	Reimburse for Check Deposited in Error	64.20
48902	Naylor, LLC	Advertising	2,229.50
48903	OTC Direct, Inc.	Promotional Items	320.00
48904	Piltz, Williams, LaRosa & Co.	Accounting Services	90.00
48905	Ports America, Inc.	Maintenance on Cranes	53,210.59
48906	Kim Purchner	Reimbursement for Cell Phone Cover	42.79
48908	Redd Pest Solutions	Pest Control Services	271.00
48909	Security Blanket, Inc.	Program Phone System	245.00
48910	Sorg Printing, LLC	Business Cards	76.00
48911	Norma Jean Soroe	Transcription Fees	384.48
48912	Southern Printing & Silkscreen	Promotional Items	3,520.27
48913	Southern Admin. and Benefits	Monthly Service Fees	200.00
48914	State Dept. of Audit	Statewide Testwork	7.42
48915	Stewart Sneed Hewes, Inc.	Insurance	5,988.32
48916	Swetman Security Services, Inc.	Security Guard Services	22,649.24
48917	The Whit Group LLC	Web Hosting	120.00
48918	Matthew Wypyski	Travel Expenses	774.62

CHECKS DATED 9/26/14 AND RELEASED PRIOR TO SCHEDULED CHECK RUN

48868	Harbor Square Parking Garage	Quarterly Parking 14th Floor	2,927.31
48869	Harbor Square Parking Garage	Quarterly Parking 8th Floor	729.00
48870	State Treasurer of MS	Unclaimed Deposits	700.00

CHECKS DATED 10/3/14 AND RELEASED PRIOR TO SCHEDULED CHECK RUN

48871	Global Partners (USA) Inc.	Registration Fee and Travel Expenses	2,750.00
48872	Wright National Flood Ins.	Flood Insurance	11,237.00

TRANSFERS

10/3/14	Deferred Compensation	Employee Deductions	3,069.67
10/3/14	Federal Tax Deposit	Payroll Tax Deposit	<u>21,083.15</u>

Total \$ 235,735.08

FINAL CHECKLIST FOR OCTOBER 23, 2014

BILLS FOR THE MONTHS OF OCTOBER AND NOVEMBER 2014 APPROVED AND PAID
FROM THE GROSS REVENUE FUND OF THE MS STATE PORT AUTHORITY AT GULFPORT

CHK#	VENDOR	DESCRIPTION	CHK AMT
48922	ABC Rental, Inc.	Equipment Rental for Press Conference	577.30
48923	Advanced Disposal Services	Waste Removal Services	438.00
48924	AFLAC	Employee Deductions	1,234.83
48925	Kim Aguillard	Reimburse for Cell Phone Case	37.44
48926	AirGas Gulf States	Oxygen Cylinder Rental	33.30
48927	Melanie J. Arsenault	Travel Expenses/Reimb. for Cell Phone Case	612.00
48928	Carlos Bell	Reimburse for Cell Phone Case	37.44
48929	Can't Be Beat Fence Co., LLC	Release of Retainage for W.O. #1	959.00
48930	Sun Coast Business Supply	Office Supplies	710.82
48931	Lisa Conn	Reimburse for Cell Phone Case	37.44
48932	C Spire Wireless	Radio/Cell Phone Svcs. and Equipment	3,547.86
48933	Danny Miller Plumbing, Inc.	Annual Backflow Certification	800.00
48934	Jonathan Daniels	Business and Travel Expenses	671.02
48935	State School Insurance Fund	Employee Deductions	12,783.98
48936	DFA - Office of Insurance	FY15 Unemployment Insurance	4,745.00
48937	Federal Express Corp.	Express Mail Services	299.53

48938	Fuelman	Fuel for MSPA Vehicles	445.47
48939	Guardian	Employee Dental Deductions	1,143.31
48940	Gulf Coast Community Foundation	Sponsorship	500.00
48941	Hancock Bank	November Lease 14th Floor	14,432.24
48942	HeavyLiftpf LTD	Advertising	2,000.00
48943	Hancock Bank	November Lease 8th Floor	5,241.35
48944	Logista	Computer Services	183.95
48945	Robert J. Knesal	Per Diem	120.00
48946	Randy Ladner	Reimburse for Cell Phone Case	32.99
48947	Lowe's Home Center, Inc.	Electrical Supplies	140.18
48948	Maritime Defense Strategy, LLC	Security Consulting Services	3,650.00
48949	Shawn Meyer	Business Expense	37.01
48950	MS Dept. of Human Services CRDU	Employee Deductions	304.45
48951	MS Pub. Employees Credit Union	Employee Deductions	400.00
48952	Tort Claims	FY2015 Tort Claims Assessment	18,132.57
48953	Jack Norris	Per Diem	120.00
48954	Legal Shield	Employee Deductions	150.46
48955	Raycom TV Broadcasting, Inc.	Advertising	3,220.00
48956	Redd Pest Solutions	Pest Control Services	271.00
48957	RJ Young Company, Inc.	Copier Maint. Agreements/Software Maint.	3,000.00
48958	Eluse J. Roberts	Per Diem	80.00
48959	Shred It - Mobile	Shred Documents	73.65
48960	Sorg Printing, LLC	Business Cards	38.00
48961	James C. Simpson, Jr.	Per Diem	80.00
48962	Norma Jean Soroe	Transcription Fees	439.48
48963	The Sun Herald	Advertising	182.52
48964	Swetman Security Services, Inc.	Security Guard Services	22,649.24
48965	Vision Service Plan	Employee Deductions	221.95
48966	Dale Waltman	Reimb. for Cell Phone Case/Business Expense	110.11
48967	John Webb	Travel Expense	82.32
48968	Matthew Wypyski	Reimb. for Cell Phone Case/Business Expenses	146.69

CHECK'S DATED 10/17/14 AND RELEASED PRIOR TO THE MEETING

48920	Card Services	Travel Expenses	2,430.17
48921	Joseph Conn	Travel Expenses	98.65

TRANSFERS

10/10/14	MS Department of Revenue	September Sales Tax	5,729.26
10/16/14	Deferred Compensation	Employee Deductions	3,069.67
10/17/14	Federal Tax Deposit	Payroll Tax Deposit	28,401.90

Total \$ 144,883.55

Commissioner Simpson moved to approve the Port User Licenses, pending receipt of all fees and insurance documents. Commissioner Knesal seconded and the motion was unanimously approved.

The following items were approved:

RENEWAL LICENSES:

Vendor: Mike's Wholesale Tire Repair

Apprentice Pilot: Jason T. Gibson

NEW LICENSES:

Steamship Agent: Seagull Marine, Inc.

OLD BUSINESS:

Commissioner Roberts moved to approve Amendment No. 3 to Task Order No. 8 under Contract No. 010-HUD-007 with Volkert, Inc. This amendment adds 366 calendar days and adds \$25,200.00 in costs. Commissioner Norris seconded and the motion was unanimously approved.

Commissioner Norris moved to approve Amendment No. 1 to Task Order No. 6 under Contract No. 010-HUD-010 with Michael Baker, Jr. This amendment adds 180 calendar days with no increase in costs. Commissioner Roberts seconded and the motion was unanimously approved.

Commissioner Roberts moved to approve Amendment No. 1 to Task Order No. 1 under Contract No. 014-HUD-023 with Tropical World Landscape and Irrigation, LLC. Amendment No. 1 extends the contract by 60 days with no change in costs. Commissioner Simpson seconded and the motion was unanimously approved.

The request for approval of Amendment No. 9 with CH2MHill under Contract No. 518-C will remain on the table.

Commissioner Roberts moved to approve Modification No. 3 with Quality Engineering Services; Contract No. 013-EN-003. Modification No. 3 adds a new unit price billing rate for administrative support services for \$45 per hour. No additional funding is required. Commissioner Simpson seconded and the motion was approved with the Commission voting as follows:

Commissioner Roberts	Affirmative
Commissioner Simpson	Affirmative
Commissioner Norris	Affirmative
Commissioner Knesal	Affirmative
Commissioner Rester	Negative

Commissioner Simpson moved to approve Change Order No. 3 with W.C. Fore Trucking Co. under Contract No. 13-EN-05. Change Order No. 3 results in an overall decrease in contract value by \$24.00. Commissioner Roberts seconded and the motion was unanimously approved.

Commissioner Roberts moved to approve a Notice of Completion for Contract No. 13-EN-05 with W.C. Fore Trucking Co. All work associated with the new East Pier Shed 50 Rail Expansion project has been completed. Commissioner Norris seconded and the motion was unanimously approved.

COMMISSIONER NORRIS RECUSED HIMSELF AND LEFT THE MEETING

Commissioner Knesal moved to approve Modification No. 1 under Contract No. 14-EN-07 with Yates Anderson Joint Venture. Commissioner Simpson substituted the motion with a motion to table, rather than approve Modification No. 1 under Contract No. 14-EN-07 with Yates Anderson Joint Venture. Commissioner Roberts seconded and the motion to table was unanimously approved.

NEW BUSINESS:

Commissioner Simpson moved to approve Task Order No. 15 with Yates Anderson Joint Venture under Contract No. 010-HUD-006. Task Order 15 has duration of 210 calendar days and a not to exceed cost of \$230,720.00. Commissioner Roberts seconded and the motion was unanimously approved.

COMMISSIONER NORRIS RETURNED TO THE MEETING

Commissioner Knesal moved to approve Task Order No. 31 under Contract No. 010-HUD-001 with Neel Schaffer, Inc. Task Order No. 31 has duration of 365 calendar days and a not to exceed amount of \$353,012.00. Commissioner Norris seconded and the motion was unanimously approved.

Commissioner Knesal moved to approve Task Order No. 32 under Contract No. 010-HUD-001 with Neel Schaffer, Inc. Task Order No. 32 has duration of 150 calendar days and a not to exceed amount of \$74,795.00. Commissioner Norris seconded and the motion was unanimously approved.

Commissioner Simpson moved to approve Task Order No. 19 with Anchor QEA, LLC under Contract No. 010-HUD-011. Task Order No. 19 has duration of 320 calendar days and a not to exceed amount of \$145,208.00. Commissioner Knesal seconded and the motion was unanimously approved.

RESTORATION UPDATE:

Southern Industrial Contractors will be on site next week to begin work on the West Pier Facilities Project.

A Notice to Proceed will be issued to Necaise Construction on Monday, October 27th for the West Pier Construction Phase I project.

OPERATIONS REPORT:

Matthew Wypyski reported on activity for the Month of September:

Vessels	14		Truck Count	5,765
Tugs	9		Railcar Count	552
Barges	18		TEU's	16,665
			Tonnage (short tons)	154,367

EXECUTIVE DIRECTOR'S COMMENTS:

Negotiations continue with Dole regarding their long term lease and appear to be on the last detail. The extension will be significant with a 13 year lease and two 5-year options.

Dredging work continues and this will be a great opportunity not only for cargo, but for McDermott as well. McDermott showed their community spirit by contributing greatly to the Anchor Fest that was held recently in Jones Park. They will be a great addition to the community.

It is such a positive thing to see the amount of private investment being poured into the port with Island View, DuPont and McDermott. Good things are happening.

The landscaping design is moving rapidly and we feel sure that people will be pleased. This will be done in phases with the Highway 90 area being in Phase I.

Community tours were held this past Saturday and although numbers were down, we have entertained over 800 people with only 4 tours. More to come!

GENERAL COUNSEL'S COMMENTS:

Ben Stone had no comments.

MDA'S COMMENTS:

Philip Carter had no comments.

COMMISSIONER COMMENTS:

Commissioner Simpson commented on the constant work and progress at the Island View. He also gave credit to Director Daniels on his efforts toward becoming a Green Marine Port.

Commissioner Rester announced that Director Daniels will be cooking at the Lynn Meadows Discovery Center on August 28th and he will be using food that is imported into the Port of Gulfport. He thanked Director Daniels for his involvement in the community.

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 Executive Session to discuss Personnel Matters. Commissioner Knesal seconded and the motion was unanimously approved.

(THE BOARD OF COMMISSIONERS ENTERED INTO EXECUTIVE SESSION AT APPROXIMATELY 9:15 A.M.)

Commissioner Knesal moved to come out of Executive Session. Commissioner Simpson seconded and the motion was unanimously approved.

Commissioner Rester stated that no action took place during Executive Session

The meeting adjourned at approximately 9:45 a.m.

Approved and Attested



John Rester
President



E.J. Roberts
Secretary