

MISSISSIPPI PORT AUTHORITY

BOARD OF COMMISSIONERS

REGULAR MEETING

April 30, 2015

Minutes of the Mississippi State Port Authority Board of Commissioners Meeting,
Thursday, April 30, 2015, 2510 14th Street, Suite 1500, Gulfport, Mississippi at which the
following Commissioners and staff were present:

Commissioners: Jack Norris, President
E.J. Roberts, Vice-President
Robert J. Knesal, Secretary
James C. Simpson, Jr., Treasurer (via telephone)

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

Teri Wyly, Legal Counsel
David Duhe, Legal Counsel

Others: Duane Wilson, DuPont
Phillip Carter, MDA
Howard Page, Steps Coalition
Robert Boone, RFB, LLC
Randall Love, T.L. Wallace
Glen Cobb, Pathways to the Port
John Sneed, Stewart Sneed Hewes
Chris Williams, BMA
John Coughlin, YAJV
Casey McConnell, YAJV
Stephen Saussy, T.L. Wallace
Kym Davis, YAJV
Tom Ryburn, CH2MHill
Becky Taylor, Residence Inn
Avery Windham, Hilton Garden Inn
Candace Sutherland, CommonWealth
Joann Fields, NAACP
Gary Fredericks, NAACP
Darius Johnson, ILA
David Bowman, Neel-Schaffer
Elizabeth Stanga, Dale Partners Architects
Michael F. Vitt, Gulfport Towing
Don Lancaster, Neel-Schaffer
Steve Twedt, CH2MHill
Cathy Mackenzie, Island View Resort & Casino

Commissioner Norris 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 Norris.

PUBLIC COMMENTS:

Glenn Cobb, Pathways to the Port asked Commissioners about the status of the port fence on Highway 90.

Howard Page, Steps Coalition, wanted to take a moment to celebrate two items – 1) the return of the chicken business in whatever form it comes, and 2) the new job opportunities with the Seaway property.

Commissioner Roberts moved to approve the March 25th and March 27th minutes. Commissioner Knesal seconded and the motion was unanimously approved.

Commissioner Roberts moved to approve travel (April 27-30/Shortt to Atlanta, GA). Commissioner Knesal seconded and the motion was unanimously approved.

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

The following items were approved:

RENEWAL LICENSES:

Vendor: B&R Transfer Refrigeration, Inc.; Barbe's Dairy; Hymax, Inc. dba Kamil Ship Supply; Waste Management

Steamship Agent: Ross Maritime, Inc.

Stevedore: Newman Lumber Company

Tug Company: E.N. Bisso, LLC

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

DISBURSEMENTS THROUGH APRIL 9, 2015
BILLS FOR THE MONTHS OF MARCH AND APRIL 2015 APPROVED AND PAID
FROM THE GROSS REVENUE FUND OF THE MS STATE PORT AUTHORITY AT GULFPORT

CHK #	VENDOR	DESCRIPTION	CHK AMT
49448	Advanced Disposal Services	Waste Removal Services	150.00
49449	Alexander, Van Loon, Sloan	Accounting Services	493.75
49450	All Signs, Inc.	Double Faced Sign for Inland Facility	2,131.00
49451	AT&T	Telephone Service	1,721.05
49452	Bonds Services, Inc.	Janitorial Services	1,275.00
49453	Card Services	Travel Expenses	1,574.10
49454	Card Services	Travel Expenses	1,498.58
49455	City of Gulfport	Sponsorship for "The Gathering"	100.00
49456	City of Gulfport	Water	10,882.44

49457	Sun Coast Business Supply	Replacement Flags for West Gate	211.08
49458	Climb CDC	Sponsorship for Ports of Call Festival	1,500.00
49459	Jonathan Daniels	Business Expenses	15.05
49460	Dept. of Finance & Admin.	MMRS Charges	166.30
49461	Eagle Energy, Inc.	Diesel	5,756.86
49462	Federal Express Corp.	Express Mail Services	94.35
49463	Fuelman	Fuel for MSPA Vehicles	391.65
49464	Gulf Coast Business Supply, Inc.	Office Supplies	96.54
49465	Gulfport Industrial Supply, Inc.	Herbicide for Grounds	889.50
49466	Gulfport Yacht Club	Business Expenses	159.49
49467	Harbor Square Parking Garage	Quarterly Parking 14th Flr. & Parking Stickers	2,947.31
49468	Harbor Square Parking Garage	Quarterly Parking 8th Flr.	729.00
49469	Logista	Computer Services	583.75
49470	MS State Treasurer Fund 3601	Long Distance Telephone/Internet Services	724.95
49471	Jerry's Lawn Mower Sales	Grounds Maintenance Supplies	435.30
49472	Mac Papers, Inc.	Copy Paper	802.45
49473	Mayer Electric Supply Co., Inc.	Elect. Supplies for Power to USM Vessel	4,689.55
49474	MicroTechnologies, LLC	Adobe Software	190.33
49475	MS Dept. of Human Services CRDU	Employee Deductions	304.45
49476	MS Power Company	Electricity	34,989.45
49477	MS Pub. Employees Credit Union	Employee Deductions	400.00
49478	NAACP Gulfport	Sponsorship	2,500.00
49479	Ports America, Inc.	Crane Maintenance	15,960.06
49480	Rose Office Systems, Inc.	Rental for Facilities/Ops./Crowley Trailers	3,730.00
49481	Stewart Sneed Hewes, Inc.	Insurance	648,046.56
49482	Stribling Equipment, LLC	Part for Street Sweeper	354.37
49483	Stuart C. Irby Co.	Electrical Cord for USM Vessel	1,318.00
49484	The Sun Herald	Advertising	3,628.50
49485	Swetman Security Services, Inc.	Security Guard Services	22,649.24
49486	The Whit Group, LLC	Web Hosting	120.00
49487	WXXV TV	March Web Camera Lease	1,200.00

TRANSFERS

4/2/15	Federal Tax Deposit	Payroll Tax Deposit	23,078.45
4/6/15	Deferred Compensation	Employee Deductions	2,149.17
Total			\$ 800,637.63

FINAL CHECKLIST FOR APRIL 30, 2015

BILLS FOR THE MONTHS OF APRIL AND MAY 2015 APPROVED AND PAID
FROM THE GROSS REVENUE FUND OF THE MS STATE PORT AUTHORITY AT GULFPORT

CHK #	VENDOR	DESCRIPTION	CHK AMT
49495	Kentwood Springs	Drinking Water	352.29
49496	Advanced Disposal Services	Waste Removal Services	307.75
49497	AFLAC	Employee Deductions	1,397.33
49498	AirGas Gulf States	Oxygen Cylinder Rental	34.08
49499	Anytime Portables, LLC	Portable Restroom Services	280.00
49500	Melanie J. Arsenault	Travel Expenses	360.77
49503	CASA of Hancock County	Sponsorship for CASA of Hancock County	250.00
49504	Sun Coast Business Supply	Office Supplies	78.46
49505	State School Insurance Fund	Employee Deductions	13,588.18
49506	Federal Express Corp.	Express Mail Services	93.69
49507	Fuelman	Fuel for MSPA Vehicles	636.97
49508	Grainger, Inc.	Maintenance Supplies	1,072.00

49509	Guardian	Employee Dental Deductions	1,156.91
49510	Gulf Coast Business Supply, Inc.	Office Supplies	116.78
49511	Hancock Bank	May Lease for Suites 880 and 1450	19,705.53
49512	Logista	Computer Services	187.50
49513	Robert J. Knesal	Per Diem	80.00
49514	Lowe's Home Center, Inc.	Maint. Supplies & AC for EP & WP Restrms.	765.11
49515	Maximum Auto Parts	Automotive Supplies	119.76
49516	MEDC	Registration for Summer Conference	295.00
49518	Mississippi Utilities Supply	Plumbing Supplies	141.15
49519	MS Dept. of Human Services CRDU	Employee Deductions	304.45
49520	MS Gulf Coast Chamber of Comm.	Sponsorships	1,500.00
49521	MS Pub. Employees Credit Union	Employee Deductions	400.00
49522	MS Society of CPAs	Registration for Technology Seminars	550.00
49523	MS State Tax Commission	Employee Deductions	5,997.00
49524	National Crane Services, Inc.	Annual Inspection on Cranes	1,780.00
49525	Jack Norris	Per Diem	120.00
49526	P2 Publishers	Advertising	2,875.00
49527	Ports America, Inc.	Maintenance on Cranes	3,890.63
49528	Legal Shield	Employee Deductions	182.36
49529	Redd Pest Solutions	Pest Control Services	271.00
49530	RJ Young Company, Inc.	Copier Maintenance Agreements	1,156.00
49531	Eluse J. Roberts	Per Diem	80.00
49532	Rose Office Systems, Inc.	Rental for Facilities/Ops./Crowley Trailers	3,730.00
49533	Seal Electrical, Inc.	Install Electrical Services for Point Sur	1,536.82
49534	Shred It - USA	Document Shredding	15.90
49535	Sorg Printing, LLC	Career Brochures	352.00
49536	James C. Simpson, Jr.	Per Diem	200.00
49537	Norma Jean Soroe	Transcription Fees	434.48
49538	Southern Printing & Silkscreen	Promotional Items	295.30
49539	Southern Admin. and Benefits	Monthly Service Fees	200.00
49540	Stribling Equipment, LLC	Service Call Troubleshoot Shuttlewagon	289.62
49541	The Sun Herald	Advertising	326.76
49542	Swetman Security Services, Inc.	Security Guard Services	45,434.98
49543	The Focus Group	Addy Award	46.80
49544	Vision Service Plan	Employee Deductions	230.24

CHECKS DATED 4/23/15 AND RELEASED PRIOR TO THE MEETING

49493	C Spire Wireless	Radio/Cell Phone Services	1,589.29
49494	Matthew Wypyski	Business and Travel Expenses	1,656.81

TRANSFERS

4/13/15	MS Department of Revenue	March Sales Tax Payment	3,346.08
4/15/15	Deferred Compensation	Employee Deductions	2,149.17
4/15/15	Federal Tax Deposit	Payroll Tax Deposit	23,141.48
4/20/15	Public Employment Retirement	Retirement Match and Withheld	42,807.13

Total \$ 187,908.56

Commissioner Roberts moved to approve Rail Upgrade Cash Request #28 to Piltz Williams LaRosa for \$350.00. Commissioner Knesal seconded and the motion was unanimously approved.

Commissioner Knesal moved to approve the following progress payments:

Bertucci Contracting (\$260,139.45); BMI Environmental Services (\$2,135.00); Mike Hooks, Inc. (\$1,104,883.20). Commissioner Roberts seconded and the motion was unanimously approved.

The Yates Anderson Joint Venture payment item will be addressed later in the agenda when Commissioner Simpson has the opportunity to call in to make a quorum for that item.

OLD BUSINESS:

Commissioner Knesal moved to approve Modification No. 2 to Task Assignment No.1 under Contract No. 13-EN-02 with Brown, Mitchell & Alexander. Modification No. 2 increases funding by \$120,000.00. Commissioner Roberts seconded and the motion was unanimously approved.

Commissioner Knesal moved to approve Change Order No. 1 under Contract No. 15-EN-02 with Continental Construction Company. Change Order No. 1 decreases the contract by \$757,975.00. Commissioner Roberts seconded and the motion was unanimously approved.

Commissioner Knesal moved to approve Amendment No. 5 to Task Order No. 22; Contract No. 010-HUD-001; Neel Schaffer, Inc. Amendment No. 5 increases costs by \$381,040.00. Commissioner Roberts seconded and the motion was unanimously approved.

Commissioner Knesal moved to approve Amendment No. 3 to Task Order No. 26; Contract No. 010-HUD-001; Neel Schaffer, Inc. Amendment No. 3 decreases costs by \$122,762.77 and the task order is complete. Commissioner Roberts seconded and the motion was unanimously approved.

Commissioner Roberts moved to approve Amendment No. 2 to Task Order No. 6 under Contract No. 010-HUD-010 with Michael Baker, Jr., Inc. Amendment No. 2 requests an extension of 180 days with no change in costs. Commissioner Knesal seconded and the motion was unanimously approved.

Commissioner Roberts moved to approve Amendment No. 4 to Task Order No. 2 under Contract No. 010-HUD-013 with Atwell & Gent. Amendment No. 4 requests an extension of 365 days with no change in costs. Commissioner Knesal seconded and the motion was unanimously approved.

Commissioner Knesal moved to approve Amendment No. 4 to Task Order No. 7 under Contract No. 010-HUD-013 with Atwell & Gent. Amendment No. 4 increases costs by \$297,835.00. Commissioner Roberts seconded and the motion was unanimously approved.

Commissioner Knesal moved to approve Change Order No. 7 to Contract No. 013-HUD-018 with L&A Contracting. Change Order No. 7 increases costs by \$224,006.22. Commissioner Roberts seconded and the motion was unanimously approved.

NEW BUSINESS:

Commissioner Roberts moved to approve Task Order No. 20 under Contract No. 010-HUD-011 with Anchor QEA, LLC. Task Order No. 20 has a not to exceed value of \$47,029.00 and duration of 270 calendar days. Commissioner Knesal seconded and the motion was unanimously approved.

Commissioner Knesal moved to approve Task Order No. 1 under the USM Master Research Agreement. Task Order No. 1 has a not to exceed value of \$58,880.00 and a completion date in September of 2015. Commissioner Roberts seconded and the motion was unanimously approved.

COMMUNITY RELATIONS UPDATE:

MSPA received the Addy Award at the Marketing Convention for the recently developed Activity Book. The book is a tool used to reach out to students and is a good way to teach them about the port.

PORT RESTORATION UPDATE:

Construction is progressing well in spite of the recent rains. The crane rail installation is scheduled to begin in a couple of weeks. The rock is in place at the Commercial Small Craft Harbor, except for the choker rock – 4,800 tons of stone has been installed.

OPERATIONS REPORT:

Matthew Wypyski reported on the maritime activity for March:

Vessel calls	Vessels	15		Truck Count	5,651
	Tugs	13		Railcar Count	551
	Barges	53		TEU's	12,910
				Tonnage (short tons)	198,195

The TEU count increased 19% from February and the tonnage increased by 98%.

EXECUTIVE DIRECTOR'S COMMENTS:

Director Daniels expressed his thanks to all those that offered support and well-wishes during his recent surgery. He especially offered his gratitude to staff in his absence.

Action was taken approximately 6-9 months ago to go forward with the dredging of our channel and berths. Within 48 hours of the completion of that dredging project we had one of the deepest draft vessels to ever enter the port.

Director Daniels addressed the question regarding fencing along Highway 90. The first design received was at an exorbitant price so it's back to the drawing board for a less expensive design.

Everyone should be very proud of the excellent job that Island View did on their hotel renovation – it is a beautiful hotel.

GENERAL COUNSEL'S COMMENTS:

Teri Wyly had no comments.

MDA'S COMMENTS:

Philip Carter welcomed Jonathan Daniels back and offered congratulations to Island View for their newly renovated hotel.

COMMISSIONER COMMENTS:

Commissioners Knesal welcomed Jonathan Daniels back.

Commissioner Roberts complimented Island View on their work at the new hotel and thanked them for their partnership.

Commissioner Norris also welcomed Jonathan Daniels back and complimented staff on the excellent job they did while Jonathan was out. He attended the ribbon cutting at the newly renovated Island View hotel and remarked on the magnificent job they did. This is a first class establishment and will help to grow the pie in South Mississippi for tourism.

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

Commissioner Roberts moved to enter Executive Session to discuss Lease Matters (lease negotiations). Commissioner Knesal seconded and the motion was unanimously approved.

(THE BOARD OF COMMISSIONERS ENTERED INTO EXECUTIVE SESSION AT APPROXIMATELY 9:10 A.M.)

Commissioner Jim Simpson called in during Executive Session.

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

Commissioner Norris stated that no action took place during Executive Session

Commissioner Norris recused himself from the following action item:

Commissioner Knesal moved to approve a progress payment of \$ 1,018,726.21 to Yates Anderson Joint Venture under Contract No. 14-EN-07. Commissioner Simpson seconded and the motion was unanimously approved.

Commissioner Knesal moved to adjourn the meeting. Commissioner Roberts seconded and the motion was unanimously approved.

The meeting adjourned at approximately 11:05 a.m.

Approved and Attested



Jack Norris
President



Robert J. Knesal
Secretary