MISSISSIPPI PORT AUTHORITY
BOARD OF COMMISSIONERS

REGULAR MEETING

April 28, 2020

Minutes of the Mississippi State Port Authority Board of Commissioners Meeting, Tuesday, April 28, 2020 at 2510 14th Street, Suite 1450, Gulfport, Mississippi at which the following Commissioners and staff were present:

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

Staff:  
Jonathan Daniels, Executive Director/CEO  
Matthew Wypyski, Deputy Director/COO  
John Webb, Director of Engineering  
Kim Purchnre, Executive Asst./HRO  
DeeDee Wood, CFO  
Errol LaRue, Govt. & Legal Affairs Manager  
Nick Foto, Corporate Administrator

Others:  
Ben Stone, Legal Counsel (via telephone)  
Philip Carter, MDA (via telephone)  
Brian Smith, Watkins & Eager (via telephone)  
Mark McDaniel, Wharton-Smith, Inc.  
Brad Bellman, Wharton-Smith, Inc.  
Michael Sheely, Jacobs Engineering

Commissioner Norris noted the presence of a quorum and called the meeting to order at approximately 1:00 p.m.

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Commissioner Roberts moved to approve the March 24th, April 2nd and April 15th Minutes. Commissioner Simpson seconded, and the motion was unanimously approved.

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

DISBURSEMENTS THROUGH APRIL 9, 2020  
BILLS FOR THE MONTHS OF MARCH AND APRIL 2020 APPROVED AND PAID  
FROM THE GROSS REVENUE FUND OF THE MS STATE PORT AUTHORITY AT GULFPORT

<table>
<thead>
<tr>
<th>CHK#</th>
<th>VENDOR</th>
<th>DESCRIPTION</th>
<th>CHK AMT</th>
</tr>
</thead>
<tbody>
<tr>
<td>55909</td>
<td>Kentwood Springs</td>
<td>Drinking Water</td>
<td>270.10</td>
</tr>
<tr>
<td>55910</td>
<td>All Safe Technologies, LLC</td>
<td>Fire Alarm Monitoring</td>
<td>159.80</td>
</tr>
<tr>
<td>55911</td>
<td>Anytime Portables, LLC</td>
<td>Portable Restrooms</td>
<td>255.00</td>
</tr>
<tr>
<td>55912</td>
<td>Sparklight</td>
<td>Cable Services</td>
<td>161.42</td>
</tr>
<tr>
<td>55913</td>
<td>CenterPoint Energy</td>
<td>Natural Gas</td>
<td>48.21</td>
</tr>
<tr>
<td>55914</td>
<td>City of Gulfport</td>
<td>Water</td>
<td>158.30</td>
</tr>
</tbody>
</table>
55915  William A. Colgin II  Photography and Video Services  1,300.00
55916  Foliage Design Systems, Inc.  Interior Plant Maintenance  253.78
55917  Fuelsman  Fuel for MSPA Vehicles  169.09
55918  Grainger, Inc.  Maintenance Supplies  157.44
55919  Hancock Bank  May Lease for Suite 1450  23,168.31
55920  Harbor Square Parking Garage  Quarterly Parking  3,185.25
55921  Hotard Coaches, Inc.  Port Tour Buses  1,744.62
55922  Newell Paper Co.  Janitorial and Office Supplies  1,623.00
55923  Robert J. Knessl  Per Diem  40.00
55924  Lowe's Home Center, Inc.  Indoor Utility Fans and Maintenance Supplies  1,618.13
55925  MS Power Company  Electricity  106,925.03
55926  Jack Norris  Per Diem  40.00
55927  Pass Road Mini Storage, LLC  Storage Unit Rent  180.00
55928  Puckett Machinery Company  Boom Lift Rent  1,782.35
55929  Kim Puchner  Business Expenses  62.80
55930  Redd Pest Solutions  Pest Control Services  90.00
55931  RJ Young Company, Inc.  Copier Maintenance  879.24
55932  Elise J. Roberts  Per Diem  40.00
55933  James C. Simpson, Jr.  Per Diem  40.00
55934  Southern Admin. and Benefits  Monthly Service Fee  200.00
55935  Swetman Security Services, Inc.  Security Guard Services  88,272.49
55936  Southern Tire Mart, LLC  Tires for Unit #4  632.72
55937  United Way of South MS, Inc.  Employee Deductions  344.02
55938  Vision Service Plan  Employee Deductions  211.66
55939  Waste Management  Waste Removal Services  109.30

CHECKS DATED 04/08/20 AND RELEASED PRIOR TO SCHEDULED CHECK RUN
55869  Collection Services Center  Employee Deductions  90.06
55871  MS Dept. of Human Services CRDU  Employee Deductions  156.00
55872  MS Public Employees Credit Union  Employee Deductions  320.00
55874  Volkert, Inc  Professional Services  3,230.00

TRANSFERS
03/18/20  Federal Tax Deposit  Payroll Tax Deposit  27,895.50
03/27/20  Deferred Compensation  Employee Deductions  957.50
03/30/20  Public Employment Retirement  Retirement Match and Withheld  59,141.30
03/31/20  Federal Tax Deposit  Payroll Tax Deposit  28,472.14
04/09/20  Deferred Compensation  Employee Deductions  957.50

Total  $355,342.06

DISBURSEMENTS THROUGH APRIL 28, 2020
BILLS FOR THE MONTHS OF MARCH AND APRIL 2020 APPROVED AND PAID
FROM THE GROSS REVENUE FUND OF THE MS STATE PORT AUTHORITY AT GULFPORT

CH#  VENDOR  DESCRIPTION  CHK AMT
55940  A-1 Elevator Service, LLC  Quarterly Elevator Maintenance  4,002.00
55941  ABS, Inc.  Repair Parts for Crane #3  4,568.00
55942  Kentwood Springs  Drinking Water  189.13
55943  AFIAC  Employee Deductions  1,818.78
55944  AirGas Gulf States  Oxygen, Acetylene and Argon Bottles  106.25
55945  All Safe Technologies, LLC  Fire Alarm Monitoring  159.80
55946  American Journal of Trans.  Advertising  1,800.00
55947  AT&T Corp  Web Hosting  89.96
55948  Sparklight  Cable/Internet Services  252.60
55949  Card Services  Travel Expenses and Conference Registration Fees  3,778.80
55950  Card Services  Travel Expenses and Conference Registration Fees  2,166.80
55951  City of Gulfport  Water  11,819.98
55952  Collection Services Center  Employee Deductions  90.06
55953  Crowley Maritime Corp  Refund for Payment Received in Error  1,241.93

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55954 C Spire Wireless  Cell Phone Services  1,135.40
55955 C Spire Business Solutions  Telephone/Internet Services  2,970.21
55956 State School Insurance Fund  Employee Deductions  17,679.66
55958 Federal Express Corp.  Express Mail Services  79.13
55959 Fuelman  Fuel for MSPA Vehicles  224.99
55960 Guardian  Employee Deductions  1,691.88
55961 Whitney Bank Trust & Asset Management  Investment Advisory Service Fees  17,573.82
55962 Jogsan, Inc.  Repair Parts for Cranes  2,681.56
55963 Mayer Electric Supply Co., Inc.  Repair Parts for Cranes  857.40
55964 MS Dept. of Human Services CRDU  Employee Deductions  156.00
55965 MS Pub. Employees Credit Union  Employee Deductions  320.00
55966 Pass Road Mini Storage, LLC  Storage Unit Rent  335.00
55967 Legal Shield  Employee Deductions  183.36
55968 Redd Pest Solutions  Pest Control Services  90.00
55969 RJ Young Company, Inc.  Printer Maintenance  619.96
55970 Southern Admin. and Benefits  Monthly Services  200.00
55971 Specialty Hose & Fabrication  Hydraulic Hose for Backhoe  110.94
55972 Vision Service Plan  Employee Deductions  211.66
55973 Volkert, Inc  Professional Services  380.00
55974 Waste Management  Waste Removal Services  821.96
55975 Zoro Tools, Inc.  Maintenance Supplies and Storage Cabinet  1,263.59

TRANSFERS
04/10/20 MS Department of Revenue  Employee Deductions  8,018.00
04/15/20 Federal Tax Deposit  Payroll Tax Deposit  28,565.08
04/20/20 MS Department of Revenue  Sales Tax Payment  12,376.29
04/23/20 Deferred Compensation  Employee Deductions  957.50

Total $131,547.48

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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:

Vendors:  Waste Management
Steamship Agent:  Ross Maritime, Inc.
Tug Company:  E.N. Bisso Mississippi LLC

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Commissioner Knesal moved to approve the following progress payments: Balch & Bingham ($288,866.70) and Digital Engineering ($76,262.25). Commissioner Roberts seconded, and the motion was unanimously approved.

Commissioner Simpson moved to approve Cash Request #267 to CH2MHill ($93,779.47); Eley Guild Hardy ($155,038.52); J.O. Collins ($780,053.69); and MSPA ($167,864.62) for a total of $1,196,736.30. Commissioner Roberts seconded and the motion was unanimously approved.

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NEW BUSINESS:

Commissioner Knesal moved to authorize an advertisement for bid the North Harbor Drainage Improvement Project. Commissioner Roberts seconded and the motion was unanimously approved.

Commissioner Knesal moved to authorize an advertisement for bid the East Pier Water Main Replacement Project. Commissioner Roberts seconded and the motion was unanimously approved.

Commissioner Knesal moved to authorize an advertisement for bid the West Pier Cargo Transfer Dock Renovations Project. Commissioner Roberts seconded and the motion was unanimously approved.

Commissioner Simpson moved to approve Task Order #9 with Eley Guild Hardy Architects. Task Order #9 has duration of 730 days and a not to exceed amount of $1,573,616.50. Commissioner Roberts seconded and the motion was unanimously approved.

OLD BUSINESS:

Commissioner Knesal moved to approve Amendment #5 with Eley Guild Hardy Architects under Contract No. 016-HUD-031. Amendment #5 adds 152 days with no change in costs. Commissioner Simpson seconded and the motion was unanimously approved.

Commissioner Rester moved to approve Change Order #2 with J.O. Collins Contractor under Contract No. 020-HUD-048. Change Order #2 has a credit of $47,172.99 and reconciles the final quantities used on the project. Commissioner Knesal seconded and the motion was unanimously approved.

Commissioner Roberts moved to approve Change Order #4 with J.O. Collins Contractor under Contract No. 020-HUD-048. Change Order #4 adds $1,824.15 with no change in time. Commissioner Knesal seconded and the motion was unanimously approved.

Commissioner Rester moved to award the OEF Building Project to Wharton-Smith, Inc. Three bids were received with Wharton-Smith, Inc. being the lowest and best bidder with a bid of $31,300,000.00. Commissioner Knesal seconded and the motion was unanimously approved.

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PORT RESTORATION/ENGINEERING UPDATE:

John Webb and Nick Foto gave status updates on current engineering and restoration projects.

OPERATIONS REPORT:

Matthew Wypyski reported on the maritime activity for the month of March:

<table>
<thead>
<tr>
<th>Vessels</th>
<th>TEU's</th>
<th>Tonnage (short tons)</th>
<th>Vehicles</th>
<th>Railcar Count</th>
</tr>
</thead>
<tbody>
<tr>
<td>19</td>
<td>17,965</td>
<td>154,910</td>
<td>11,153</td>
<td>757</td>
</tr>
</tbody>
</table>

The TEU count represents a 10% increase from March of 2019 and the Tonnage count represents a 21% decrease from March of 2019.

We were fortunate enough to host 4 different cruise ships in early April due to the COVID-19 epidemic. Although their capacity was only crew members, they took on roughly $180,000 worth of product from local vendors. Pilot revenue was $81,000 and Port revenue was $131,000. The economic impact from these vessels was a little under $400,000.00.
EXECUTIVE DIRECTOR'S REPORT:

To add to Matt’s report, approximately $45,000 in product was put on board for each cruise ship vessel.

In response to COVID-19, and as we are considered an “essential infrastructure”, staff has filtered in and out during this unprecedented period. This week begins a modified schedule with our teams adhering to the 6’ distance rule and wearing masks. Temperatures are taken of anyone that enters the Port and Swetman Security is doing a great job with this. They also are wearing masks and gloves.

McDermott is currently demobilizing.

We are in constant contact with AAPA and with MARAD. Many east coast and west coast ports are affected because of the Asian trade. We are very fortunate in that only one carrier has altered their schedule with us. MARAD hosts weekly calls, reaching out to all ports.

GENERAL COUNSEL’S COMMENTS:

Ben Stone had no comments.

MDA’S COMMENTS:

Philip Carter had no comments.

COMMISSIONERS’ COMMENTS:

There were no Commissioner comments.

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Commissioner Roberts moved to close the meeting to discuss the need for an Executive Session. Commissioner Rester seconded and the motion was unanimously approved.

Commissioner Rester moved to enter Executive Session to discuss a legal matter (SIC). Commissioner Knesal seconded and the motion was unanimously approved.

(THE BOARD OF COMMISSIONERS ENTERED INTO EXECUTIVE SESSION AT APPROXIMATELY 2:10 P.M.)

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

Commissioner Norris stated that no action took place during Executive Session.

Commissioner Simpson moved to adjourn.

The meeting adjourned at approximately 2:45 p.m.

Approved and Attested

Jack Norris
President

Robert J. Knesal
Secretary