

**MISSISSIPPI PORT AUTHORITY**  
**BOARD OF COMMISSIONERS**  
**REGULAR MEETING**

**April 26, 2018**

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Minutes of the Mississippi State Port Authority Board of Commissioners Meeting,  
Thursday, April 26, 2018 at 2510 14<sup>th</sup> Street, Suite 1450, Gulfport, Mississippi at which  
the following Commissioners and staff were present:

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

Staff: Jonathan Daniels, Executive Director/CEO  
Matthew Wypyski, Chief Operating Officer  
Kim Purchner, Executive Asst./HRO  
John Webb, Director of Engineering  
Mel Arsenault, Director of External Affairs  
Nick Foto, Deputy Program Manager  
Shawn Meyer, Director of Operations  
DeeDee Wood, CFO  
Matt Gabbett, Deputy Director of Operations  
Kim Aguillard, Marketing & Media Manager  
Gary Pitcovich, Crane Manager  
Carlos Bell, Director of Community Development  
  
Ben Stone, Legal Counsel

Others: Philip Carter, MDA  
Brian Smith, Watkins & Eager  
Bob Burns, CH2MHill  
Duane Wilson, Chemours, Inc.  
Bruce Newton, Digital Engineering  
Richie Ashley, Neel Schaffer  
Michael Bruffey, Island View  
Lillian Jenkins, Horne  
Michael Sheely, CH2MHill  
Chris O'Brien, Seaman's Center  
Randall Love, TL Wallace  
Howard Page, North Gulfport Community Landtrust  
Violetta Cisotto, J.S. Held  
Cindy Lamb, PFI  
Maurice Manuel, YAJV  
David Bland, YAJV  
Todd Bradford, YAJV  
M. McConnell, YAJV  
Mark McDaniel, YAJV  
Greg Schruff, SSA Marine  
Shorty Sneed, SSH  
Joey Beattie, SSH  
Bruce Hall, SeaOne  
David Kimmel, MS Aquarium

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.

The invocation was led by Pastor Chris O'Brien, Seaman's Center.

PUBLIC COMMENTS:

Howard Page, North Gulfport Community Landtrust requested that the scheduled State of the Port focus on the job count and wanted to confirm previously made wetland statements.

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An update on the MS Aquarium was given by David Kimmel, Executive Director.

An update on SeaOne was given by Bruce Hall.

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Commissioner Knesal moved to approve the March 19th and March 29th Minutes. Commissioner Roberts seconded and the motion was unanimously approved.

Commissioner Norris moved to approve travel requests as submitted. Commissioner Roberts seconded and the motion was unanimously approved.

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

FINAL CHECKLIST FOR APRIL 11, 2018

BILLS FOR THE MONTHS OF MARCH AND APRIL 2018 APPROVED AND PAID

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

CHK#	VENDOR	DESCRIPTION	CHK AMT
53262	American Assoc. of Port Auth.	HMT Special Assessment	\$ 600.00
53263	Kentwood Springs	Drinking water	230.76
53264	AGJ Systems & Networks, Inc.	Computer Services	4,260.50
53265	AirGas Gulf States	Oxygen Cylinder Rental	43.47
53266	All Signs, Inc.	Warehouse Door Number Signs	1,450.00
53267	Anytime Portables, LLC	Portable Restroom Services	740.00
53268	Melanie J. Arsenault	Shipping Reimbursement	65.93
53269	Barefield Workplace Solutions, Inc.	Office Supplies	101.00
53270	AT&T	Telephone Services	1,262.60
53271	Carlos Bell	Business and Travel Expenses	261.39
53272	Cable One, Inc.	Cable Services	120.12
53273	Chancellor, Inc.	Electrical Supplies	1,418.50
53274	Sun Coast Business Supply	Office Supplies	311.59
53275	Core Logistical Solutions, LLC	Dock Seals for Shed 2 Doors	11,760.00
53276	C Spire Wireless	Radio/Cell Phone Services	1,155.78
53277	Jonathan Daniels	Business and Travel Expenses	356.41
53278	Emerald TC, LLC	Software Support and Computer Services	657.50
53279	Federal Express Corp.	Express Mail Services	387.65
53280	Ferguson Enterprises, Inc.	Water Line Repair Supplies	252.75
53281	Foliage Design Systems, Inc.	Interior Plant Maintenance	253.78
53282	Fuelman	Fuel for MSPA Vehicles	485.18
53283	Gazebo Gazette	Port Tours Advertisement	300.00
53284	Grainger, Inc.	Maintenance and Repair Supplies	5,521.55
53285	Great Southern Club	Monthly Dues and Business Expenses	548.05
53286	Island View Casino Resort	Business Development Dinner	3,785.74
53287	Island View Casino Resort	Deposit for Venue and Food for State of	708.00

		Port	
53288	Harbor Square Parking Garage	Quarterly Parking for Employees	3,622.65
53289	Hotard Coaches, Inc.	Tour Bus Rental for Port Tours	1,604.20
53290	Jerry's Lawn Mower Sales	Maintenance Supplies	52.00
53291	Kalmar USA, Inc.	Inspection and Training of Spreaders	6,972.50
53292	Konecranes, Inc.	Cylinder Repair Crane #42	9,034.82
53293	Lands' End, Inc	Shirts for Employees and Marketing Purposes	1,717.29
53294	MS Economic Council	Membership Dues	185.00
53295	MS State Dept. of Health	Water Heater Inspections	120.00
53296	MS Dept. of Human Services CRDU	Employee Deductions	156.00
53297	MS Pub. Employees Credit Union	Employee Deductions	320.00
53298	MS State Tax Commission	Employee Deductions	10,588.00
53299	Naylor, LLC	Advertising	2,650.03
53300	Office Furniture Solutions, Inc.	Office Furniture	663.00
53301	Phillips Building Supply	Lumber for Pier Repairs	450.00
53302	Ports America, Inc.	Draying Dole Containers	79,482.72
53303	It's Promo Time	Promotional Items	1,871.10
53304	Redd Pest Solutions	Pest Control Services	180.00
53305	RJ Young Company, Inc.	Copier and Printer Maintenance Agreements	1,632.10
53306	Rose Office Systems, Inc.	Construction Trailer Rentals	3,031.00
53307	Norma Jean Soroe	Transcription Fees	474.48
53308	Southern Admin. and Benefits	Monthly Service Fee	200.00
53309	Specialty Hose & Fabrication	Water Hookup Supplies	325.18
53310	BXS Insurance, Inc.	FY2018 Insurance	50,000.00
53311	The Sun Herald	Advertising	2,825.22
53312	Swetman Security Services, Inc.	Security Guard Services	32,673.38
53313	Texas Association of School Boards	Annual Software Maintenance	3,000.00
53314	United Way of South MS, Inc.	Employee Deductions	220.26
53315	Waring Oil Company, LLC	Diesel Fuel	848.58
53316	Waste Management	Waste Removal Services	775.70
CHECKS DATED 03/23/18 AND RELEASED PRIOR TO SCHEDULED CHECK RUN			
53248	Robert J. Knesal	Travel Expenses	1,114.00
53249	Gary Pitcovich	Repair Part for Crane	322.01
53250	Matthew Wypyski	Travel and Business Expenses	2,023.10
CHECKS DATED 03/26/18 AND RELEASED PRIOR TO SCHEDULED CHECK RUN			
53251	AFLAC	Employee Deductions	1,407.86
53252	State School Insurance Fund	Employee Deductions	15,458.38
53253	Guardian	Employee Deductions	1,702.45
53254	MS Dept Of Human Services CRDU	Employee Deductions	156.00
53255	MS Pub Employees Credit Union	Employee Deductions	320.00
53256	Jack Norris	Travel Expenses	1,099.02
53257	James C. Simpson Jr	Travel Expenses	1,127.77
53258	Vision Service Plan	Employee Deductions	181.29
CHECKS DATED 03/27/18 AND RELEASED PRIOR TO SCHEDULED CHECK RUN			
53259	Jonathon Daniels	Travel Expenses	214.26
53260	Emerald TC, LLC	Software Support and Computer Services	1,447.50
TRANSFERS			
03/16/18	Deferred Compensation	Employee Deductions	990.00
04/03/18	Public Employment Retirement	Retirement Match and Withheld	74,439.36
04/04/18	Federal Tax Deposit	Payroll Tax Deposit	25,233.71
			\$ 379,950.17

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BILLS FOR THE MONTHS OF MARCH AND APRIL 2018 APPROVED AND PAID  
FROM THE GROSS REVENUE FUND OF THE MS STATE PORT AUTHORITY AT GULFPORT

CHK#	VENDOR	DESCRIPTION	CHK AMT
53324	Kentwood Springs	Drinking Water	223.23
53325	Kim Aguillard	Business Expenses	40.98
53326	All Signs, Inc.	U.S Flags	402.00
53327	Anytime Portables, LLC	Portable Restroom Services	740.00
53328	Barefield Workplace Solutions, Inc.	Office Supplies	102.34
53329	BH Specialized Hauling, LLC	Transport Crane Cylinder for Repair	900.00
53331	Cable One, Inc.	Cable Services	121.17
53332	Card Services	Travel Expenses	505.00
53333	Card Services	Travel Expenses	2,659.66
53334	Chancellor, Inc.	Electrical Supplies	511.20
53335	Cintas Corporation	Uniforms	178.83
53336	Sun Coast Business Supply	Office Supplies	124.91
53337	Climb CDC	Sponsorship	1,500.00
53338	C Spire Business Solutions	Telephone and Internet Services	3,725.72
53339	Jonathan Daniels	Business and Travel Expenses	972.76
53340	Deluxe Cleaners, Inc.	Tablecloths Cleaning	48.15
53341	State School Insurance Fund	Employee Deductions	14,734.38
53343	Eagle Energy, Inc.	Grease for STS Cranes	608.00
53344	Federal Express Corp.	Express Mail Services	241.24
53345	Ferguson Enterprises, Inc.	Water Pipe Repair Supplies	1,993.24
53346	Fuelman	Fuel for MSPA Vehicles	475.44
53347	Grainger, Inc.	Maintenance Supplies	1,332.68
53348	Guardian	Employee Dental Deductions	1,559.39
53349	Gulf Coast Chapter of MS CPA's	Membership Dues	60.00
53350	Hancock Bank	May Lease for Suite 1450	23,168.31
53351	Intermodal Assoc. of North America	Membership Dues	350.00
53352	Newell Paper Co.	Janitorial Supplies	542.44
53353	Robert J. Knesal	Per Diem	160.00
53354	Lowe's Home Center, Inc.	Maintenance Supplies	995.95
53355	Maximum Auto Parts	Vehicle Maintenance Supplies	749.27
53356	MS Dept. of Human Services CRDU	Employee Deductions	156.00
53357	MS Power Company	Electricity	74,870.90
53358	MS Pub. Employees Credit Union	Employee Deductions	320.00
53359	MSPA Petty Cash Fund	Replenish Petty Cash	7.48
53360	Secretary of State	Notary Renewal	25.00
53361	Jack Norris	Pier Diem	280.00
53362	Office Depot Card Plan	Office Furniture	359.99
53363	Pass Road Mini Storage, LLC	Rental on Storage Unit	150.00
53364	Piltz, Williams, LaRosa & Co.	Grant Administration Services	1,050.00
53365	Legal Shield	Employee Deductions	30.91
53366	Redd Pest Solutions	Pest Control Services	90.00
53367	Eluse J. Roberts	Per Diem	120.00
53368	James C. Simpson, Jr.	Per Diem	320.00
53369	Southern Admin. and Benefits	Monthly Service Fee	200.00
53370	Specialty Hose & Fabrication	Maintenance Supply	155.30
53371	The Sun Herald	Advertising	185.16
53372	Swetman Security Services, Inc.	Security Guard Services	32,543.22
53373	Vision Service Plan	Employee Deductions	158.23
53374	Waste Management	Waste Removal Services	50.00
CHECKS DATED 04/12/18 AND RELEASED PRIOR TO SCHEDULED CHECK RUN			
53317	City of Gulfport	Water	17,067.53
53318	Greene Marine Management Corp	Conference Registration	595.00

CHECKS DATED 04/19/18 AND RELEASED PRIOR TO SCHEDULED CHECK RUN			
53319	Sam's Wholesale	Dragon Boat Race Supplies	110.68
53320	Matthew Wypyski	Business Expenses	60.29
CHECKS DATED 04/20/18 AND RELEASED PRIOR TO SCHEDULED CHECK RUN			
53321	Carlos Bess	Travel Expenses	382.75
53322	Kim Purchner	Travel Expenses	375.00
53323	DeeDee Wood	Travel Expenses	938.17
TRANSFERS			
04/12/18	Deferred Compensation	Employee Deductions	990.00
04/13/18	Federal Tax Deposit	Payroll Tax Deposit	24,191.84
04/19/18	MS Department of Revenue	March Sales Tax	8,919.97
04/19/18	Balch & Bingham Trust	Cotton Compress Property	150,000.00
04/19/18	Balch & Bingham Trust	Trust for Public Land	1,615,856.48
Total			\$ 1,990,286.19

Commissioner Norris 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:

Vendors: Barbe's Dairy; Waste Management

Steamship Agent: Ross Maritime, Inc.

Tug Company: E.N. Bisso, LLC

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Commissioner Roberts moved to approve the following progress payments: Balch & Bingham (\$169,846.00); BMA, Inc. (\$35,721.25); and Digital Engineering (\$72,300.95). Commissioner Norris seconded and the motion was unanimously approved.

Commissioner Norris moved to approve Cash Request #210 – CH2MHill (\$198,574.79); J.O. Collins (\$195,791.36); MSPA (\$263,136.80); and Wharton Smith (\$627,052.56) for a total of \$1,284,565.51. Commissioner Roberts seconded and the motion was unanimously approved.

Commissioner Knesal moved to approve Cash Request #211 to Necaise Brothers for \$3,321,172.64. Commissioner Norris seconded and the motion was unanimously approved.

Commissioner Roberts moved to approve Cash Request #212 to Travelers as Surety for \$573,007.17. Commissioner Norris seconded and the motion was unanimously approved.

OLD BUSINESS:

Commissioner Knesal moved to approve Change Order No. 3 to W.C. Fore Trucking under Contract No. 017-HUD-041. Change Order 3 has an increase of \$4,847.74 with no change in schedule. Commissioner Roberts seconded and the motion was unanimously approved.

Commissioner Norris moved to approve the following Amendments that increase schedules in order to continue services through project completion:

- Amendment 2 to Task Order 46 with Neel Schaffer under Contract No. 010-HUD-001 adds 61 days

- Amendment 2 to Task Order 48 with Neel Schaffer under Contract No. 010-HUD-001 adds 91 days and is retro-active to March 31, 2018
- Amendment 2 to Task Order 50 with Neel Schaffer under Contract No. 010-HUD-001 adds 61 days and is retro-active to March 31, 2018
- Amendment 1 to Task Order 23 with QES, Inc. under Contract 010-HUD-003 adds 95 days
- Amendment 2 to Task Order 9 with Michael Baker, Inc. under Contract 010-HUD-010 adds 61 days
- Amendment 2 to Task Order 15 under Contract No. 010-HUD-013 adds 61 days

Commissioner Roberts seconded and the motion was unanimously approved.

Commissioner Roberts moved to approve the following Amendments for closeout:

- Amendment 1 to Task Order 23 with YAJV under Contract No. 010-HUD-006
- Amendment 8 to Task Order 20 with Anchor QEA under Contract No. 010-HUD-011 has a de-obligation of \$410.86

Commissioner Knesal seconded and the motion was unanimously approved.

Commissioner Norris moved to approve Amendment 7 to Task Order 13 with YAJV under Contract No. 010-HUD-006. Amendment 7 increases costs by \$14,128.00 with no change in schedule. Commissioner Knesal seconded and the motion was unanimously approved.

Commissioner Knesal moved to approve Amendment 5 to Task Order 14 with YAJV under Contract No. 010-HUD-006. Amendment 5 increases costs by \$80,500.00, adds 730 days and is retro-active to October 31, 2016. Commissioner Norris seconded and the motion was unanimously approved.

Commissioner Knesal moved to approve Amendment 2 to Task Order 19 with YAJV under Contract No. 010-HUD-006. Amendment 2 increases costs by \$218,473.00, adds 212 days and is retroactive to December 31, 2017. Commissioner Norris seconded and the motion was unanimously approved.

Commissioner Knesal moved to approve Amendment 1 to Task Order 21 with YAJV under Contract No. 010-HUD-006. Amendment 1 increases costs by \$133,495.00, adds 127 days and is retroactive to March 26, 2018. Commissioner Norris seconded and the motion passed with the Commissioners voting as follows: Affirmative – Norris, Knesal and Roberts; Negative – Simpson.

Commissioner Roberts moved to approve Amendment 1 to Task Order 24 with YAJV under Contract No. 010-HUD-006. Amendment 1 increases costs by \$5,292.50, adds 162 days and is retroactive to January 19, 2018. Commissioner Norris seconded and the motion was unanimously approved.

Commissioner Norris moved to approve Amendment 1 to Task Order 25 with YAJV under Contract No. 010-HUD-006. Amendment 1 increases costs by \$18,737.50, adds 142 days and is retroactive to February 8, 2018. Commissioner Knesal seconded and the motion was unanimously approved.

Commissioner Knesal moved to approve Amendment 1 to Task Order 26 with YAJV under Contract No. 010-HUD-006. Amendment 1 increases costs by \$34,112.23, adds 116 days and is retroactive to March 6, 2018. Commissioner Norris seconded and the motion was unanimously approved.

Commissioner Norris moved to approve Amendment 1 to Task Order 27 with YAJV under Contract No. 010-HUD-006. Amendment 1 increases costs by \$34,000.00 and adds 44 days. Commissioner Knesal seconded and the motion was approved with the Commission voting as follows: Affirmative – Norris, Knesal, Rester; Negative – Simpson, Roberts.

Commissioner Norris moved to approve Amendment 1 to Task Order 29 with YAJV under Contract No. 010-HUD-006. Amendment 1 increases costs by \$870.00 and adds 41 days. Commissioner Knesal seconded and the motion was unanimously approved.

Commissioner Roberts moved to approve Amendment 3 to Task Order 12 with Atwell & Gent under Contract No. 010-HUD-013. Amendment 3 reallocates \$6,455.00 from Task 1 to Task 2 with no other changes in schedule or cost. Commissioner Norris seconded and the motion was unanimously approved.

Commissioner Roberts moved to approve Amendment 1 to Task Order 19 with Atwell & Gent under Contract No. 010-HUD-013. Amendment 1 reallocates \$14,220.00 from Task 1 to Task 2 with no other changes in schedule or cost. Commissioner Knesal seconded and the motion was unanimously approved.

The channel deepening permit application with the USACE was removed from the agenda.

NEW BUSINESS:

Commissioner Roberts moved to authorize the issuance of an RFP for Electrical Services for standard operations. Commissioner Knesal seconded and the motion was unanimously approved.

Commissioner Roberts moved to authorize the salvage process for three pieces of equipment – street sweeper, railcar mover and forklift. Commissioner Norris seconded and the motion was unanimously approved.

Commissioner Simpson moved to authorize the re-advertisement of bid for the Chemours Enhancement Project. Commissioner Knesal seconded and the motion was unanimously approved.

Commissioner Knesal moved to authorize the advertisement for bid for the East Pier Wharf Improvements Project. Commissioner Roberts seconded and the motion was unanimously approved.

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PORT RESTORATION UPDATE:

Nick Foto, Deputy Program Manager gave a status update on current projects.

OPERATIONS REPORT:

Matthew Wypyski, Chief Operating Officer, reported on the maritime activity for the month of March:

Vessels	22		Vehicles	15,610
Tugs	5		Railcar Count	866
Barges	4		TEU's	17,210
			Tonnage (short tons)	155,487

There is current military activity on the port and it's the first official act resulting from MSPA being named a Strategic Military Port. This equipment is originally from Camp Shelby and a National Guard Unit out of Kansas.

The sale of the Mobile Harbor Crane is complete and has been removed from the port.

EXECUTIVE DIRECTOR'S COMMENTS:

All have heard the state of construction and the state of operations today and none of this would be possible without the cooperation of staff, tenants, Ports America, SSA and all our service providers.

We are very excited to be involved with the military activity.

Island View is scheduled to have their new area south of Hwy 90 open for June 20<sup>th</sup>. It is great to see the partnership we have with them. They have their new counsel, Michael Bruffey who was here earlier but had to leave.

USM is in the Marine Education Facility and is already holding class. A formal ceremony will take place in the near future for this building.

YILPORT's interest in Gulfport hit the global market last week so much interest has been generated. We are in the due diligence phase and still only have a Letter of Intent.

Just last night, MDA reported the first quarter job numbers to us – 132 new jobs, making the total count at 557. We are required to have 51% LMI and we are well above that. We are halfway home and construction isn't even complete. Also, no ILA or transportation jobs are in that number for the 1<sup>st</sup> Quarter.

May 18<sup>th</sup> is the State of the Port Address and the location is The Island View.

GENERAL COUNSEL'S COMMENTS:

Ben Stone had no comments.

MDA'S COMMENTS:

Philip Carter had no comments.

COMMISSIONER COMMENTS:

Commissioner Roberts mentioned his pleasure in seeing the port photos that were posted during the Restoration and Operations Reports.

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

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Back in open session, Commissioner Roberts moved to enter Executive Session to discuss legal matters - litigation with SIC. Commissioner Norris seconded and the motion was unanimously approved.

(THE BOARD OF COMMISSIONERS ENTERED INTO EXECUTIVE SESSION AT APPROXIMATELY 10:20 A.M.)

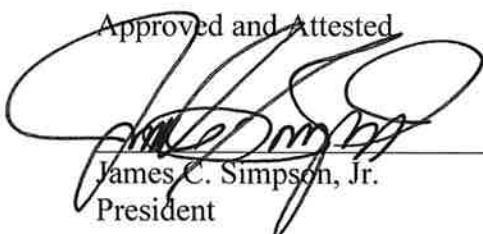
Commissioner Roberts moved to come out of executive session and return to open meeting. Commissioner Knesal seconded and the motion was unanimously approved.

The Commission re-entered open session and Commissioner Rester noted that no action was taken during executive session.

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

The meeting adjourned at approximately 11:40 a.m.

Approved and Attested

  
James C. Simpson, Jr.  
President

  
Jack Norris  
Secretary