

MISSISSIPPI PORT AUTHORITY

BOARD OF COMMISSIONERS

REGULAR MEETING

April 22, 2021

Minutes of the Mississippi State Port Authority Board of Commissioners Meeting, Thursday, April 22, 2021 at 2510 14th Street, Suite 1450, Gulfport, Mississippi at which the following Commissioners and staff were present:

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

Staff: Matthew Wypyski, Deputy Director/COO
Kim Purchner, Executive Asst./HRO
Nick Foto, Deputy Program Manager
DeeDee Wood, CFO
Errol LaRue, Govt. & Legal Affairs Manager
Shawn Meyer, Director of Operations
Mel Arsenault, Director of Grant/Workforce Development
Carlos Bell, Director of Public Engagement
Tammy Salisbury, Assistant Comptroller
Allison Chimenya, Marketing Specialist

Ben Stone, Legal Counsel
Mark Bond, Legal Counsel

Others: Philip Carter, MDA
Brian Smith, Watkins Eager
Michael Sheely, Jacobs Engineering
Nikki Johns, AGJ
Joey Beattie, BSX
Max Hutchinson, AGJ
Travis Roberts, AGJ
Dr. Kelly Lucas, USM

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

The Pledge of Allegiance was led by Commissioner Roberts.

The invocation was led by Carlos Bell, MSPA.

Commissioner Rester moved to amend the agenda to include a New Business Item and an Old Business Item. The new business item was a Letter of Support for the restoration of the passenger rail service on the MS Gulf Coast. The old business item was Modification No. 14 to the Subrecipient Agreement No. R115-06-02. Commissioner Simpson seconded and the motion was unanimously approved.

PUBLIC COMMENTS:

There were no public comments.

A presentation was given by AGJ Network Systems and BSX Insurance regarding cyber security.

Commissioner Rester moved to approve the Minutes from March 23, 2021, March 25, 2021 and April 16, 2021. Commissioner Knesal seconded, and the motion was unanimously approved.

Commissioner Rester moved to approve travel (April 22-23/Webb to Jackson, MS). Commissioner Knesal seconded and the motion was unanimously approved.

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

DISBURSEMENTS THROUGH APRIL 8, 2021
BILLS FOR THE MONTHS OF MARCH AND APRIL 2021 APPROVED AND PAID
FROM THE GROSS REVENUE FUND OF THE MS STATE PORT AUTHORITY AT GULFPORT

CHECK #	VENDOR	DESCRIPTION	CHECK AMOUNT
56948	A-1 Elevator Service, LLC	Quarterly Elevator Maintenance	4,002.00
56949	B.E.A.R.	APS Control Board for Crane #1	5,690.00
56950	Butch Oustalet Ford, Inc.	A/C Repair for Unit #12	2,681.95
56951	Sparklight	Internet Services	182.36
56952	CDW Government	Battery Backup for Security Cameras	623.70
56953	CenterPoint Energy	Natural Gas Services	41.73
56954	CenterPoint Energy	Natural Gas Services	32.52
56955	Chancellor, Inc.	Replacement Electrical Panels for USM and DMR Piers	20,489.00
56956	City of Gulfport	Water	10,408.94
56957	Sun Coast Business Supply	Office Supplies	314.82
56958	Collection Services, Inc.	Employee Deductions	742.61
56959	Collection Services Center	Employee Deductions	90.06
56960	DNA Underground, LLC	Waterline Repairs for Berth #4 and #7	8,750.00
56961	East Beach Specialties, Inc.	Hand Sanitizer with MSPA Logo	350.00
56962	Federal Express Corp.	Express Mail Services	16.69
56963	Federal Express Corp.	Express Mail Services	21.26
56964	Fuelman	Fuel for MSPA Vehicles	308.72
56965	Great Southern Club	Monthly Dues and Business Expenses	2,493.00
56966	Gulfport Industrial Supply, Inc.	Replacement Air Filters for HVAC System	192.00
56967	Harbor Square Parking Garage	Parking Garage Quarterly Rent	3,185.25
56968	MS State Treasurer Fund 3360900000	Telephone/Internet Services	205.86
56969	Jerry's Lawn Mower Sales	Grounds Maintenance Supplies	416.64
56970	MS-JS, Inc DBA Johnstone Supply of Gpt	A/C Wall Sensors	78.60
56971	Keeling Co. - Gulfport	Maintenance Supplies	1,200.98
56972	IDEMIA	TWIC Card Renewal	125.25
56973	MS Dept. of Human Services CRDU	Employee Deductions	156.00
56974	MS Power Company	Electricity	111,428.72
56975	MS Pub. Employees Credit Union	Employee Deductions	320.00
56976	National Waterways Conf., Inc.	Membership Dues	1,525.00
56977	NAVEX Global, Inc.	Report Line Annual Service Fee	1,800.00
56978	Pass Road Mini Storage, LLC	Storage Unit Rent	180.00
56979	RJ Young Company, Inc.	Copier and Printer Maintenance	1,438.30
56980	Rotolo Consultants, Inc. dba RCI	Landscape Services	1,340.74

56981	Norma Jean Soroe	Transcription Services	304.48
56982	Southern Admin. and Benefits	Monthly Service Fee	200.00
56983	SSA Gulf Inc.	Office Trailer Rent for Cotton Compress	850.00
56984	Star Service Inc. of Mobile	Service Call Evaluation for Siemens System	424.50
56985	Swetman Security Services, Inc.	Security Guard Services	61,920.32
56986	United Way of South MS, Inc.	Employee Deductions	267.76
56987	Verge Entrance Solutions, LLC	Replacement Cord for Chiller Door	88.36
56988	Waste Management	Waste Removal Services	597.96
56989	Weaver Electric	Electrical Services	9,752.60
56990	The Whit Group, LLC	Website Hosting	600.00
56991	Zoro Tools, Inc.	Maintenance Supplies	1,096.54

CHECK DATED 03/24/21 AND RELEASED PRIOR TO SCHEDULED CHECK RUN

56947	Monster Subs & Sandwiches, Inc	BOC Meeting	60.00
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TRANSFERS

03/25/21	Deferred Compensation	Employee Deductions	1,032.50
03/31/21	Federal Tax Deposit	Payroll Tax Deposit	23,300.67
04/01/21	Public Employment Retirement	Retirement Match and Withheld	52,680.71
04/05/21	State School Insurance Fund/DFA	04/2021 Employee Health and Life Insurance	17,375.02
		Total	<u>\$351,384.12</u>

FINAL CHECKLIST FOR APRIL 22, 2021

BILLS FOR THE MONTHS OF MARCH AND APRIL 2021 APPROVED AND PAID
FROM THE GROSS REVENUE FUND OF THE MS STATE PORT AUTHORITY AT GULFPORT

CHECK #	VENDOR	DESCRIPTION	CHECK AMOUNT
56996	Kentwood Springs	Drinking Water	269.59
56997	AFLAC	Employee Deductions	1,683.06
56998	AirGas Gulf States	Acetylene, Oxygen and Argon Cylinders	126.48
56999	All Safe Technologies, LLC	Fire Alarm Monitoring	159.80
57000	Anytime Portables, LLC	Portable Restroom Services	170.00
57001	Paul D. Jamerson	Spot Lights for West Pier and DMR Pier Lighting	9,773.20
57002	AT&T Corp	Website Hosting	89.96
57003	Atwell & Gent	West Pier Reefer Plug Evaluation	2,500.00
57004	Sparklight	Cable Services	178.96
57005	Card Services	Maintenance/Safety Supplies, Parts, Domain Renewal	972.53
57006	Collection Services Center	Employee Deductions	90.06
57007	Consolidated Electrical Distributors, Inc	Electrical Repair Supplies for DMR Pier	366.00
57008	Catherine Cox	TWIC Card Renewal	125.25
57009	C Spire Wireless	Cell Phone Services	1,097.07
57010	C Spire Business Solutions	Telephone/Internet Services	2,973.53
57012	Eagle Enrgy, Inc.	Diesel Fuel	819.60
57013	E Fire Southern, Inc.	Fire Alarm Equipment Installation for USM Building	1,149.90
57014	Federal Express Corp.	Express Mail Services	81.70
57015	Florida-Caribbean Cruise Assoc., Inc.	Membership Dues	25,000.00
57016	Fuelman	Fuel for MSPA Vehicles	436.24
57017	Grainger, Inc.	Maintenance Supplies	82.34
57018	Hancock Bank	May Lease for Suite 1450	25,316.64
57019	Whitney Bank Trust & Asset Management	Investment Advisory Service Fees	23,404.26
57020	Jerry's Lawn Mower Sales	Scag Riding Lawn Mower for Grounds Department	11,325.00
57021	Kalmar USA, Inc.	Flipper Arm for Crane #3	2,908.09
57022	Robert J. Knesal	Per Diem	120.00
57023	Lowe's Home Center, Inc.	Maintenance Supplies	219.98

57024	MS Dept. of Human Services CRDU	Employee Deductions	156.00
57025	MS Pub. Employees Credit Union	Employee Deductions	320.00
57026	Jack Norris	Per Diem	160.00
57027	Pass Road Mini Storage, LLC	Storage Unit Rent	155.00
57028	Legal Shield	Employee Deductions	118.61
57029	John Rester	Travel Expenses	181.44
57030	Eluse J. Roberts	Per Diem	160.00
57031	Rotary Club of Gulfport	Membership Dues and Business Expenses	98.00
57032	James C. Simpson, Jr.	Per Diem	120.00
57033	Southern Printing & Silkscreen	Restricted and Secure Area Signs	827.50
57034	Star Service Inc. of Mobile	HVAC/R Maintenance and Repair Services	5,665.80
57035	Swetman Security Services, Inc.	Security Guard Services	29,414.92
57036	Vision Service Plan	Employee Deductions	184.57
57037	Wright National Flood Ins.	Insurance	30,235.00
57038	Zoro Tools, Inc.	Maintenance Supplies	37.09
CHECKS DATED 04/13/21 AND RELEASED PRIOR TO SCHEDULED CHECK RUN			
56992	IDEMIA	TWIC Card for New Employee	125.25
56993	IDEMIA	TWIC Card for New Employee	125.25
56994	IDEMIA	TWIC Card for New Employee	125.25
CHECK DATED 04/15/21 AND RELEASED PRIOR TO SCHEDULED CHECK RUN			
56995	Advanced Collision	Unit #10 Repairs	1,256.58
TRANSFERS			
04/09/21	MS Department of Revenue	Employee Deductions	6,626.00
04/09/21	Deferred Compensation	Employee Deductions	1,032.50
04/14/21	Federal Tax Deposit	Payroll Tax Deposit	23,825.79
04/15/21	MS Department of Revenue	Sales Tax Payment	13,298.91
			Total
			\$225,688.70

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

The following items were approved:

RENEWAL LICENSES:

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

Commissioner Simpson moved to approve the following progress payments: Balch & Bingham (\$79,527.99) and Digital Engineering (\$106,538.00). Commissioner Norris seconded, and the motion was unanimously approved.

Commissioner Rester moved to approve Cash Request #284 to CH2MHill (\$90,440.46); Eley Guild Hardy (\$71,316.00); MSPA (\$14,489.87) and Wharton Smith (\$1,182,785.43) for a total of \$1,359,031.76. Commissioner Simpson seconded and the motion was unanimously approved.

OLD BUSINESS:

Commissioner Knesal moved to table the award of the Information Technology Service contract until the actual contract could be reviewed. Commissioner Rester seconded and a discussion ensued. The motion was unanimously approved.

Commissioner Norris moved to approve a contract award to Ray C. Weaver Mechanical Contractors, Inc. for East Pier Utility repair work from Hurricane Zeta damages. Ray C. Weaver Mechanical Contractors, Inc. was the lowest and best bidder with a bid amount of \$56,603.50. Commissioner Rester seconded and the motion was unanimously approved.

Commissioner Knesal moved to approve Modification No. 6 with Digital Engineering under Contract No. 17-EN-04. Modification No. 6 increases costs by \$75,000.00 with no added time. Commissioner Norris seconded and the motion was unanimously approved.

Commissioner Rester moved to award the copier/printer service contract to South Mississippi Business Machines. The term of the contract is three years with a two-year renewal option. The not to exceed total amount is \$42,500 or \$8,500 annually. Commissioner Simpson seconded and the motion was unanimously approved.

Commissioner Knesal moved to approve Modification 14 to the Subrecipient Agreement No. R115-06-02. Modification 14 adds \$2,500,000.00 to the overall budget under "Construction incl. CM" as a result of USM's use of GCRF to cover the build out cost for specific tenants that will occupy space in the OEF. Commissioner Rester seconded and the motion was unanimously approved.

NEW BUSINESS:

Commissioner Rester moved to authorize a Letter of Support to the Surface Transportation Board for the restoration of a passenger rail service on the MS Gulf Coast. Commissioner Simpson seconded, and the motion was unanimously approved.

Commissioner Rester moved to authorize the execution of an agreement with MS Power for utility relocation. The not to exceed amount is \$514,730.00.00. Commissioner Norris seconded and the motion was unanimously approved.

PORT RESTORATION/ENGINEERING UPDATE:

Nick Foto and Bruce Newton, Digital Engineering, gave status updates on current restoration and engineering projects. Michael Sheely, Jacobs Engineering gave an update on the channel widening and deepening project.

Commissioner Norris left the meeting.

OPERATIONS REPORT:

Shawn Meyer, Director of Operations reported on the maritime activity for the month of March 2021:

Vessels	16		Vehicles	11,523
TEU's	17,913		Railcar Count	807
Tonnage (short tons)	197,712			

The TEU count is down less than 1% from last year but tonnage is up 28% from last year.

Matt Wypyski, COO, reported on the North Harbor improvements and the current dredging project at the bar.

GENERAL COUNSEL'S COMMENTS:

Ben Stone had no comments.

MDA'S COMMENTS:

Philip Carter had no comments.

COMMISSIONERS' COMMENTS:

Commissioner Rester asked about the status of the RFP for the Strategic Master Plan.

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

Commissioner Rester moved to enter Executive Session to discuss legal matters (lease negotiations, litigation, property matters), and personnel matters. Commissioner Simpson seconded and the motion was unanimously approved.

(THE BOARD OF COMMISSIONERS ENTERED INTO EXECUTIVE SESSION AT APPROXIMATELY 2:05 P.M.)

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

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

Commissioner Simpson moved to amend the agenda to add the approval of a consulting agreement and an employment agreement with Jon Nass. Commissioner Rester seconded and the motion was unanimously approved.

Commissioner Simpson moved to approve a consulting agreement and an employment contract with Jon Nass, the newly hired Executive Director/CEO of MSPA. Commissioner Rester seconded and the motion was unanimously approved.

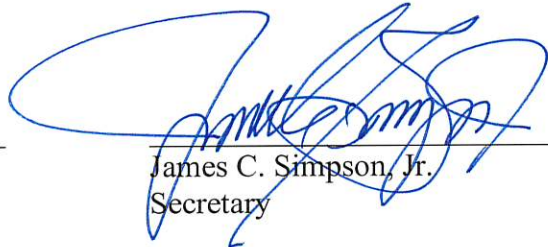
Commissioner Rester moved to adjourn.

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

Approved and Attested



E.J. Roberts
President



James C. Simpson, Jr.
Secretary