

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

**April 24, 2025**

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Minutes of the Mississippi State Port Authority Board of Commissioners Meeting,  
Thursday, April 24, 2025, at 2510 14<sup>th</sup> Street, Suite 1450, Gulfport, Mississippi at which  
the following Commissioners and staff were present:

- Commissioners:

Cowles Symmes, President (via telephone)  
Mark Loughman, Vice-President  
Robert J. Knesal, Secretary  
Kathryn Dennis Spear, Treasurer  
James Moody, Commissioner
- Staff:

Jon Nass, CEO  
Shawn Meyer, COO  
Jennifer Smith, Chief of Staff  
Todd Harman, Director of Finance  
Kecia Laneaux, Executive Affairs Coordinator  
James Buras, Port Engineer  
Matt Gabbett, Director of Operations  
Gary Pitcovich, Assistant Director of Operations  
John D’Antico, General Counsel  
Teresa Ehrlich, Project Manager  
Cindy Ford, Contract/Administrative Assistant  
Michelle Freeman, Accounts Receivable  
KeCheira Shelby, Senior Accountant  
Melissa Scallan, Director of Marketing & Communications  
Krisen Bellatti, Marketing & Public Relations Specialist  
  
Ben Stone, Legal Counsel
- Others:

Philip Carter, MDA (via telephone)  
Nick Moody, MP Design  
Chelsea Paige, Hilton Garden Inn Gulfport  
Robert Wren, Pilots  
Matthew Hilton, Pilots  
Russ Hilton, Pilots  
Chris Kirby, USM

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Commissioner Symmes noted the presence of a quorum and called the meeting to order at approximately 9:00 a.m.

The Pledge of Allegiance was led by Commissioner Symmes.

The invocation was given by Michelle Freeman, MSPA.

PUBLIC COMMENTS:

There were no public comments.

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Commissioner Knesal moved to approve the Minutes from March 27, 2025, Board Meeting. Commissioner Moody seconded and the motion was unanimously approved.

Commissioner Loughman moved to approve travel (April 28-30) – Nass to Washington, DC. Commissioner Moody seconded and the motion was unanimously approved.

Commissioner Spear moved to approve the disbursements listed below with the exception of Mississippi Power Company (\$139,228.92) and DNP, Inc. (\$2,182,379.56). Commissioner Moody seconded and the motion was unanimously approved.

DISBURSEMENTS THROUGH APRIL 09, 2025			
BILLS FOR THE MONTHS OF MARCH AND APRIL 2025 APPROVED AND PAID			
FROM THE GROSS REVENUE FUND OF THE MS STATE PORT AUTHORITY AT GULFPORT			
CHK #	VENDOR	DESCRIPTION	AMOUNT
61915	A-1 Elevator Service, LLC	Quarterly Elevator Maintenance	2,832.00
61916	Amazon Capital Services, INC.	Office Supplies, Marine Terminal Blocks, and Security Cameras for School Property	357.27
61917	City of Gulfport	Water	2,660.32
61918	Sun Coast Business Supply	Office Supplies	86.24
61919	Core Logistical Solutions, LLC	Rebuild Hydraulic Cylinder for Bascule Bridge	555.63
61920	Consolidated Electrical Distributors, Inc	Lighting Control Board for Dole and Touch Screen Display for Power Meters	4,260.08
61921	C Spire Business Solutions	Telephone/Internet Services	1,797.33
61922	Express Services, Inc.	Receptionist Temp Services	340.00
61923	Federal Express Corp.	Express Mail Services	23.72
61924	Ferguson Enterprises, LLC	Material and Supplies for Water Line	2,885.74
61925	Fuelman	Fuel for MSPA Vehicles	308.66
61926	Alexandrea Cherelle Jones-Johnson	Business Expenses	63.13
61927	Kiwanis International of Gulfport	Membership Dues	327.00
61928	KLDiscovery Ontrack, LLC	Professional Services	1,477.00
61929	Errol LaRue	Travel Expenses	1,531.69
61930	Lowe's Home Center, Inc.	Steel Jobsite Box and Maintenance Supplies	847.25
61931	Mark Dunning Industries, Inc.	Waste Removal Services	1,480.00
61932	Mississippi Ports Council, Inc.	Membership Dues	6,000.00
61933	James Moody	Travel Expenses	391.45
61934	IDEMIA	TWIC Card	124.00
61935	MS DHS - State Disbursement Unit	Employee Deductions	263.56
61936	MSPA Petty Cash Fund	Replenish Petty Cash	123.94
61937	Jon T. Nass	Travel Expenses	2,761.52
61938	United Rentals (North America), Inc.	Wheel Assembly for Genie Lift	775.58
61939	Peopletrail, LLC	Employee Testing	129.31
61940	Portable Services, Inc	Portable Restroom Services	481.87
61941	PRAM	Membership Dues	190.00
61942	Puckett Machinery Company	Tie Rods for Backhoe	932.40
61943	Redd Pest Solutions	Pest Control Services	90.00
61944	RJ Young Company, Inc.	Printer Maintenance	600.00
61945	Rotolo Consultants, Inc. dba RCI	Landscape Services	2,256.46
61946	Melissa Scallan	Business Expenses	124.00
61947	Seal Electrical, Inc.	Electrical Repair Services	1,241.43
61948	Stericycle, Inc.	Document Shredding Services	176.88
61949	Sorg Printing, LLC	Business Cards	109.00
61950	Norma Jean Ladner Soro	Transcription Services	464.48
61951	Southern Admin. and Benefits	Monthly Service Fee	208.00
61952	SSA Gulf Inc.	Office Trailer Rent for Cotton Compress	900.00
61953	Swetman Security Services, Inc.	Security Guard Services	32,694.00
61954	TX Child Support SDU	Employee Deductions	219.23
61955	Upchurch Services, LLC	HVAC/R Maintenance and Repair Services	17,522.92
61956	U.S. Bank	Travel Expenses	3,612.56

61957	U.S. Bank	Website Hosting, Strobe Fire Alarm and Office Supplies	502.81
61958	Vacuum Truck Sales & Service, LLC	Water Filter Assembly for Street Sweeper	856.00
61959	Zoro Tools, Inc.	Welding and Maintenance Supplies, HVAC Motor Assembly for Chiquita	938.86
CHECKS DATED 04/03/25 AND RELEASED PRIOR TO SCHEDULED CHECK RUN			
61908	James Buras	Business Expenses	1,875.00
61909	Sparklight	Internet Services	93.18
61910	CenterPoint Energy	Natural Gas Services	44.38
61911	City of Gulfport	Water	7,053.78
61912	Jerry's Lawn Mower Sales	Scag Mower Parts	261.96
61913	IDEMIA	TWIC Card	124.00
61914	Timeless Designs of Lucedale LLC	Interior Plant Maintenance	559.38
TRANSFERS			
04/03/25	Federal Tax Deposit	Payroll Tax Deposit	30,298.13
04/08/25	Deferred Compensation	Employee Deductions	1,927.00
04/09/25	Regus	Rent for Public Affairs Office in Jackson MS	627.60
Total			<u>\$139,387.73</u>

FINAL CHECKLIST FOR APRIL 24, 2025

BILLS FOR THE MONTHS OF MARCH AND APRIL 2025 APPROVED AND PAID  
FROM THE GROSS REVENUE FUND OF THE MS STATE PORT AUTHORITY AT GULFPORT

CHK #	VENDOR	DESCRIPTION	AMOUNT
61960	Kentwood Springs	Drinking Water	690.95
61961	AGJ Systems & Networks, Inc.	Computer Maintenance	4,848.50
61962	AirGas Gulf States	Acetylene, Oxygen and Argon Cylinders	342.59
61963	All Safe Technologies, LLC	Fire Alarm Monitoring	263.70
61964	Amazon Capital Services, INC.	Office Supplies	351.34
61965	Apex Environmental Consultants, Inc.	Environmental Online Services	500.00
61966	Sparklight	Cable Services	258.07
61967	Consolidated Electrical Distributors, Inc	Tools, Electrical Supplies and Parts	4,696.42
61968	Cornett Bolt & Screw	Supplies for Shed 50 Lights	263.82
61969	C Spire Wireless	Cell Phone Services	1,157.18
61970	Dean Jaramillo	Office Supplies	393.66
61972	DSD Associates, Inc.	Software Support and Renewal	2,266.81
61973	Eastern Power Technologies, Inc.	Pump/Motor for Lift Station for Chiquita/Crowley Interchange	5,011.58
61974	Express Services, Inc.	Temporary Employment Services	85.00
61975	Fastenal Company	Supplies for Roof Repair	893.62
61976	Federal Express Corp.	Express Mail Services	9.13
61977	Fischer's Inc.	Roof Repairs at Dole M&R	516.00
61978	Fuelman	Fuel for MSPA Vehicles	371.17
61979	Whitney Bank Divisional Property	May Lease for Suite 1450	28,494.10
61980	Imperial Bag & Paper Co., LLC	Office Supplies	255.42
61981	MS State Treasurer Fund 3360900000	Telephone/Internet Services	116.69
61983	Jerry's Lawn Mower Sales	Battery for Mower	50.65
61984	Johnson Controls Fire Protection LP	Shed 2 Fire Alarm Repair	8,706.17
61985	Robert J. Knesal	Per Diem	40.00
61986	Mark P. Loughman	Per Diem	80.00
61987	Lowe's Home Center, Inc.	Maintenance Supplies and Studs for Cotton Compress Trailer Skirting	235.02
61989	Mayer Electric Supply Co., Inc.	Parts for Chiller Repair	108.86
61990	James Moody	Per Diem	120.00
61991	MS DHS - State Disbursement Unit	Employee Deductions	263.56
61992	MS Power Company	Electricity	139,228.92

61993	NAVEX Global, Inc.	Report Line Annual Service Fee	2,380.25
61994	Pass Road Mini Storage, LLC	Storage Unit Rent	385.00
61995	Redd Pest Solutions	Pest Control Services	73.50
61996	RJ Young Company, Inc.	Printer Maintenance	600.00
61997	Stericycle, Inc.	Document Shredding Services	174.09
61998	South Mississippi Business Machines	Copier Maintenance	509.00
61999	Norma Jean Ladner Soroe	Transcription Services	394.48
62000	Kathryn Dennis Spear	Per Diem	40.00
62001	SSA Gulf Inc.	Office Trailer Rent for Cotton Compress	900.00
62002	Swetman Security Services, Inc.	Security Guard Services	32,613.50
62003	Cowles Edgar Symmes	Per Diem	40.00
62004	Southern Tire Mart, LLC	Tires for Unit #10	257.60
62005	TX Child Support SDU	Employee Deductions	219.23
62007	Zoro Tools, Inc.	Maintenance Supplies	1,985.58

#### TRANSFERS

04/17/25	MS Department of Revenue	Sales Tax Payment	8,857.56
04/18/25	Federal Tax Deposit	Payroll Tax Deposit	30,549.47
04/18/25	Deferred Compensation	Employee Deductions	1,927.00
04/24/25	Connected Oceans	Business Development and Consulting Services	23,416.66
04/24/25	Regus	Rent for Public Affairs Office in Jackson MS	627.60
Total			<u>\$306,569.45</u>

*Commissioner Loughman left the meeting.*

Commissioner Spear moved to approve the disbursements for Mississippi Power Company (\$139,228.92). Commissioner Moody seconded and the motion was unanimously approved.

*Commissioner Loughman returned to the meeting.*

*Commission Spear left the meeting.*

Commissioner Knesal moved to approve the following progress payments: DNP, Inc. (\$2,182,379.66). Commissioner Moody seconded and the motion was unanimously approved.

*Commissioner Spear returned to the meeting.*

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

The following items were approved:

#### RENEWAL LICENSES:

Steamship Agents: Ross Maritime, Inc.

Tug Company: E.N. Bisso Mississippi LLC

Commissioner Moody moved to approve the following progress payments: Balch & Bingham (\$2,075.00); J.E. Borries, Inc. (\$658,563.75); MP Design Group (\$70,047.73); Warren Paving (\$80,564.76); and WSP USA, Inc. (\$3,259.98). Commissioner Loughman seconded and the motion was unanimously approved.

*Commission Spear left the meeting.*

Commissioner Loughman moved to approve the following progress payments: DNP, Inc. (\$2,182,379.66). Commissioner Moody seconded and the motion was unanimously approved.

*Commissioner Spear returned to the meeting.*

OLD BUSINESS:

Commissioner Knesal moved to approve modification to the following work orders to include No. 1 to Work Order No. 3 under Contract 24-EN-03 with WSP, Inc. for Market Analysis in support of the Channel Deepening and Widening Feasibility Study to close work order and deobligate funds in the amount of (\$101,759.29). Modification No. 1 to Work Order No. 7 under Contract 23-EN-01 with MP Design Group to close the work order and deobligate the funds in the amount of (\$341,559.39). This work order was for the engineering and design of Tugboat Pier. Commissioner Spear seconded and the motion was unanimously approved.

Commissioner Loughman moved to approve accepting the work, closing the contract and issuing a Notice of Completion for J.E. Borries, Inc. under Contract 25-EN-05 for Emergency Dredging East Pier Berths 1, 2, and 3. Commissioner Moody seconded and the motion was unanimously approved.

*Commission Spear left the meeting.*

Commissioner Knesal proposed Change Order No. 1 to the construction contract 24-EN-05 with DNP, Inc. Change Order No. 1 is requested for concrete repairs on sheet pile wall cap to prevent future erosion under the slab, resulting in an increase cost of \$106,284.82 and new final contract price of \$5,852,946.82. Commissioner Loughman seconded and the motion was unanimously approved.

*Commission Spear returned to the meeting.*

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ENGINEERING UPDATE:

James Buras reported on current engineering projects.

OPERATIONS REPORT:

Shawn Meyer reported on the maritime activity for March 2025:

Vessels	16		Vehicles	15,100
Tugs	13		Railcars	918
Tonnage (YTD)	1,718,204		Barges	56
Tonnage	232,263		TEU (monthly)	17,533
TEU's (short tons)	138,987			

Tonnage (YTD) increased 19% over the last fiscal year. Monthly tonnage increased by 13%. General cargo going in and out of the Port has increased. Monthly TEU's decreased by 3%. Year-to-date TEU's increased 2%.

EXECUTIVE DIRECTOR'S COMMENTS:

Executive Director Nass will be attending the annual Breakbulk Conference in New Orleans.

A meeting has been scheduled with the Chief Operating Officer of Ports America to discuss the crane purchase and new tariffs that apply to the purchase. There is a huge increase in price due to the tariffs. Also, Executive Nass will accompany Ports America to Washington, DC to have discussions with legislators about possible solutions to the tariff increase.

The Board Retreat has been postponed to a later date.

New employees Kristen Bellatti, Marketing & Public Relations Specialist and KeCheira Shelby, Senior Accountant, were introduced.

Director Nass will be in Washington, DC in May with the focus on the Deeping and Widening Project.

GENERAL COUNSEL'S COMMENTS:

Ben Stone had no comments.

COMMISSIONERS' COMMENTS:

No comments.

MDA'S COMMENTS:

Philip Carter had no comments.

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

Commissioner Moody moved to enter Executive Session to discuss legal, real estate and personnel matters. Commissioner Loughman seconded and the motion was unanimously approved.

(THE BOARD OF COMMISSIONERS ENTERED INTO EXECUTIVE SESSION AT APPROXIMATELY 9:43 A.M.)

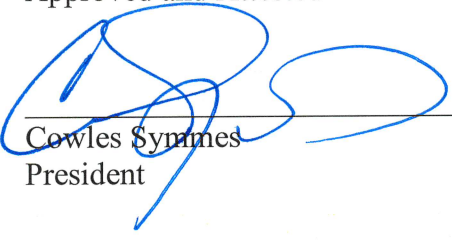
Commissioner Spear moved to come out of Executive Session. Commissioner Moody seconded and the motion was unanimously approved.

Commissioner Symmes stated that no action took place during the Executive Session.

Commissioner Symmes moved to adjourn.

The meeting adjourned at approximately 10:50 a.m.

Approved and Attested

  
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Cowles Symmes  
President

  
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Robert J. Knesal  
Secretary