

MISSISSIPPI PORT AUTHORITY

BOARD OF COMMISSIONERS

REGULAR MEETING

August 23, 2018

Minutes of the Mississippi State Port Authority Board of Commissioners Meeting,
Thursday, August 23, 2018 at 2510 14th Street, Suite 1450, Gulfport, Mississippi at which
the following Commissioners and staff were present:

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

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

Ben Stone, Legal Counsel
David Duhe, Legal Counsel

Others: Brian Smith, Watkins & Eager
Bruce Newton, Digital Engineering
Michael Sheely, CH2MHill
Randall Love, TL Wallace
Howard Page, North Gulfport Community Landtrust
Joey Beattie, SSH
Shorty Sneed, SSH
Lillian Jenkins, Horne
Richie Ashley, Neel Schaffer
Ryan Bradley, MS Commercial Fisheries United
Chris O'Brien, Seaman's Center
Thomas Adams, T.L. Wallace
Cindy Lamb, Pickering Firm
John Johnson, EECHO, North Gulfport Civic Club
Michael Costelli, Simpkins & Costelli
Jeff Williams, Terracum (illegible)
Tom Wells, Waldemar S. Nelson Co.
Bob Burns, CH2MHill
Todd Stockberger, CH2MHill (Jacobs)
Bo Etheridge, Shoreline Consulting
Duane Wilson, Chemours
Bruce Hall, SeaOne

Commissioner Simpson 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 Simpson.

The invocation was led by Pastor Chris O'Brien, International Seamans' Center

PUBLIC COMMENTS:

Howard Page, North Gulfport Community Landtrust, had comments on the filling of wetlands on the Port's inland property.

Ryan Bradley, Commercial Fisheries United, spoke regarding the placement of dredged materials.

Commissioner Rester moved to approve the July 24th Minutes. Commissioner Roberts seconded, and the motion was unanimously approved.

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

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

FINAL CHECKLIST FOR AUGUST 09, 2018			
BILLS FOR THE MONTHS OF JULY AND AUGUST 2018 APPROVED AND PAID			
FROM THE GROSS REVENUE FUND OF THE MS STATE PORT AUTHORITY AT GULFPORT			
CHK #	VENDOR	DESCRIPTION	CHK AMT
53685	AGJ Systems & Networks, Inc.	Computer Services	4,307.00
53686	B.E.A.R.	Repair Parts for Cranes	1,316.92
53687	Boys & Girls Clubs	Sponsorship	500.00
53688	Cable One, Inc.	Cable Services	120.12
53689	Card Services	Travel Expenses	2,399.81
53690	Card Services	Advertising	6.70
53691	Chancellor, Inc.	Supplies for Crowley Building	2,637.12
53692	City of Gulfport	Water	22,516.02
53693	Collection Services Center	Employee Deductions	108.06
53694	Daily Equipment	Repair Parts for MSPA Vehicles and Forklift	2,355.98
53695	Jonathan Daniels	Business & Travel Expenses	119.84
53696	Education Alliance LLC	Marketing Video	11,333.00
53697	Federal Express Corp.	Express Mail Services	252.24
53698	Foliage Design Systems, Inc.	Interior Plant Maintenance	253.78
53699	Fuelman	Fuel for MSPA Vehicles	423.60
53700	Grainger, Inc.	Tools, Repair and Maintenance Supplies, Rain Gear	3,965.95
53701	Great Southern Club	Monthly Dues and Business Expenses	486.12
53702	Gulf Coast Business Supply, Inc.	Office Supplies	177.13
53703	Island View Casino Resort	State of the Port Breakfast and Signs	2,921.00
53704	Harbor Square Parking Garage	Quarterly Parking	3,622.65
53705	Hotard Coaches, Inc.	Tour Bus Rental for Port Tours	1,534.00
53706	Logista	Computer Equipment	947.00
53707	Isco Metals & Supply, LLC	Supplies for Crane Modifications	168.00
53708	Jerry's Lawn Mower Sales	Grounds Equipment and Supplies	258.90
53709	Kalmar USA, Inc.	Parts for Spreaders	1,453.50

53710	Lowe's Home Center, Inc.	Small Tools and Maintenance Supplies	434.96
53711	Maritime Defense Strategy, LLC	Security Consulting Services	3,650.00
53712	Maximum Auto Parts	Maintenance Supplies for Shuttle Wagon	91.46
53713	Morpho Trust USA, LLC	TWIC Card for L. Mussa	125.25
53714	Mississippi Aquarium Foundation	Sponsorship	3,000.00
53715	MS Dept. of Human Services CRDU	Employee Deductions	156.00
53716	MS Gulf Coast Chamber of Comm.	Registration Fee	20.00
53717	MS Power Company	Electricity	116,292.12
53718	MS Pub. Employees Credit Union	Employee Deductions	320.00
53719	MSPA Petty Cash Fund	Replenish Petty Cash	25.53
53720	MS Society of CPAs	Registration Fee	285.00
53721	Paul Neumaier	Safety Shoes and Supplies for Cranes	196.51
53722	Ports America, Inc.	Draying Dole Containers	18,588.25
53723	Raycom TV Broadcasting, Inc.	Advertising	849.00
53724	RJ Young Company, Inc.	Copier and Printer Maintenance Agreements	1,618.94
53725	Rose Office Systems, Inc.	Construction Trailer Rent	1,983.00
53726	Rotary Club of Gulfport	Membership Dues	229.00
53727	Sage Software, Inc.	Payroll Software Annual Renewal	1,340.61
53728	Sam's Wholesale	Membership Dues	45.00
53729	Seal Electrical, Inc.	Electrical Services	8,902.00
53730	Southern Printing & Silkscreen	Logos for Employee Uniform Shirts	42.00
53731	Southern Pipe and Supply, Inc.	Plumbing Supplies	127.28
53732	SPRF-Southern Public Relations Fed.	Award Entry Fee	65.00
53733	Southern Exteriors Fence Co.	Fence Repair	5,496.00
53734	Southern Admin. and Benefits	Monthly Service Fee	200.00
53735	Stuart C. Irby Co.	Electrical Supplies	365.63
53736	Swetman Security Services, Inc.	Security Guard Services	52,687.82
53737	Vision Service Plan	Employee Deductions	190.05
53738	Vulcan Materials Finance Co.	Limestone to Fill Sinkhole	1,513.87
53739	Waring Oil Company, LLC	Oil for Building 10 Elevator	205.16
53740	Waste Management	Waste Removal Services	295.00
53741	Wright National Flood Ins.	Flood Insurance	44,233.00
CHECKS DATED 08/07/18 AND RELEASED PRIOR TO SCHEDULED CHECK RUN			
53683	MSP Petty Cash Fund	Replenish Petty Cash	38.98
53684	Matthew Wypyski	Travel and Business Expenses	122.40
TRANSFERS			
07/25/18	Federal Tax Deposit	Payroll Tax Deposit	26,485.97
07/30/18	Public Employment Retirement	Retirement Match Withheld	56,813.89
08/03/18	Deferred Compensation	Employee Deductions	990.00
08/08/18	Federal Tax Deposit	Payroll Tax Deposit	25,401.42
08/08/18	MS Department of Revenue	Employee Deductions	8,131.00
Total			\$445,741.54

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BILLS FOR THE MONTH OF AUGUST 2018 APPROVED AND PAID

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

CHK #	VENDOR	DESCRIPTION	CHK AMT
53742	AFLAC	Employee Deductions	1,277.60
53743	AirGas Gulf States	Oxygen Cylinder Rental	41.70
53744	Anytime Portables, LLC	Portable Restroom Services	385.00
53745	Barefield Workplace Solutions, Inc.	Office Supplies	69.75

53746	Battery Sales & Service	Batteries for Rail King and Van	224.87
53747	AT&T	Telephone Services	1,230.62
53748	Best Buy Stores, L.P.	Office Equipment	259.80
53749	Cable One, Inc.	Cable Services	120.12
53750	Chancellor, Inc.	Maintenance Supplies	174.50
53751	Chiquita Fresh North America L.L.C.	Insurance	35,910.00
53752	Sun Coast Business Supply	Office Supplies	251.15
53753	Collection Services Center	Employee Deductions	108.06
53755	Jonathan Daniels	Travel and Business Expenses	92.67
53756	State School Insurance Fund	Employee Deductions	15,985.32
53758	Federal Express Corp.	Express Mail Services	85.46
53759	Foliage Design Systems, Inc.	Interior Plant Maintenance	253.78
53760	Heather Fountain	Travel Expenses	48.51
53761	Fuelman	Fuel for MSPA Vehicles	635.83
53762	Grainger, Inc.	Golf Cart Tires and Maintenance Supplies	2,391.48
53763	Guardian	Employee Deductions	1,702.45
53764	Hancock Bank	September Lease for Suite 1450	23,168.31
53765	Newell Paper Co.	Janitorial Supplies	513.32
53766	Robert J. Knesal	Per Diem	40.00
53767	Lands' End, Inc	Uniform Shirts	2,131.64
53768	Lowe's Home Center, Inc.	Repair and Maintenance Supplies	743.76
53769	MS Dept. of Human Services CRDU	Employee Deductions	156.00
53770	MS Pub. Employees Credit Union	Employee Deductions	320.00
53771	MSPA Petty Cash Fund	Replenish Petty Cash	41.31
53772	Necaise Locksmith	Locks for Electrical Platforms and Water Valves	3,121.70
53773	Jack Norris	Per Diem	80.00
53774	Pass Road Mini Storage, LLC	Storage Unit Rent	150.00
53775	Gary Pitcovich	Crane Supplies and Tuition Reimbursement	1,155.14
53776	Legal Shield	Employee Deductions	30.91
53777	Kim Purchner	Travel Expenses	69.76
53779	Redd Pest Solutions	Pest Control Services	90.00
53780	Eluse J. Roberts	Per Diem	40.00
53781	Albert Signorelli III	Crane Supplies	46.44
53782	James C. Simpson, Jr.	Per Diem	80.00
53783	Southern Printing & Silkscreen	Logo's for Uniforms	60.00
53784	BXS Insurance, Inc.	Insurance	1,079,440.04
53785	Stribling Equipment, LLC	Parts and Labor for Shuttle Wagon Repairs	3,471.61
53786	Stuart C. Irby Co.	Repair Parts for Lift Station	48.99
53787	The Sun Herald	Advertising	800.00
53788	Sunbelt Rentals, Inc.	Light Tower Rental	1,292.85
53789	Swetman Security Services, Inc.	Security Guard Services	28,680.35
53790	Vision Service Plan	Employee Deductions	190.05
53792	DeeDee Wood	Travel Expenses	349.26
53793	Matthew Wypyski	Travel Expenses	30.00
53794	C Spire Wireless	Radio/Cell Phone Services	1,253.30
53795	C Spire Business Solutions	Telephone and Internet Services	1,755.82
TRANSFERS			
08/17/18	Deferred Compensation	Employee Deductions	1,040.00
08/17/18	MS Department of Revenue	July 2018 Sales Tax	11,981.00
08/21/18	Federal Tax Deposit	Payroll Tax Deposit	24,706.86
Total			<u>\$1,248,327.09</u>

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

The following items were approved:

RENEWAL LICENSES:

Vendors: Atlas Ship Service; Wilhelmsen Ship Service
Steamship Agents: Host Agency LLC (formerly T. Parker Host); Page & Jones;
Revelle Shipping Agency, Inc.
Transfer Company: BH Specialized Hauling

NEW LICENSES:

Apprentice Pilot: Ken Skrmetta

Commissioner Rester moved to approve the following progress payments:
Balch & Bingham (\$97,273.58); Digital Engineering (\$90,687.68); QES, Inc. (\$1,497.00) and Walters Diving & Marine (\$65,727.18). Commissioner Norris seconded, and the motion was unanimously approved.

Commissioner Rester moved to approve Cash Request #230 – Anchor QEA (\$8,576.00); Atwell & Gent (\$39,371.52); CH2MHill (\$166,190.46); K.R. Borries (\$42,180.00); Michael Baker (\$4,006.86); MSPA (\$736.29); Neel Schaffer (\$56,601.59); and Volkert (\$52,167.06) for a total of \$369,829.78. Commissioner Roberts seconded, and the motion was unanimously approved.

Commissioner Rester moved to approve Cash Request #231 to YAJV for \$541,821.21. Commissioner Roberts seconded and the motion was unanimously approved.

Commissioner Roberts moved to approve Cash Request #232 to Travelers as Surety for \$1,190,010.37. Commissioner Rester seconded, and the motion was unanimously approved.

Commissioner Rester moved to approve Cash Request #233 to CH2MHill (\$344.89); J.O. Collins (\$49,447.77); Necaise Brothers (\$ 505,786.49); and WC Fore (\$95,821.78) for total of \$838,157.86. Commissioner Knesal seconded, and the motion was unanimously approved.

Commissioner Knesal moved to approve Cash Request #234 – Atwell & Gent (\$1,380.00); CH2MHill (\$155,965.10); K.R. Borries (\$124,070.00); MSPA (\$34,433.34); Necaise Brothers (\$1,742,303.74); and QES, Inc. (\$12,623.93) for a total of \$2,070,776.11. Commissioner Norris seconded, and the motion was unanimously approved.

Commissioner Rester moved to approve a budget modification to the current CDBG Contract No. R115-06-02, Grant 2 that reallocates and de-obligates funds. This modification reallocates and reduces funds as follows: Decrease Activity/Delivery, Environmental Permitting line from \$15,000,000 to \$14,500,000; decrease Activity/Delivery, Program Management from \$31,991,125.73 to \$31,491,125.73; decrease Planning Cost, Architectural/Engineering from \$27,150,000.00 to \$26,650,000.00 and increase Activity/Delivery, Legal from \$2,200,000.00 to \$3,200,000.00. Commissioner Roberts seconded and the motion was unanimously approved.

OLD BUSINESS:

Commissioner Norris moved to approve Amendment 1 to Contract No. 010-HUD-005 with Mississippi Engineering Services. Amendment 1 de-obligates \$126,603.94 and all work has been completed and accepted. Commissioner Rester seconded and the motion was unanimously approved.

Commissioner Rester moved to approve Amendment 7 to Task Order 17 with Neel Schaffer under Contract No. 010-HUD-001. Amendment 7 de-obligates \$5,070.04 and all work has been completed and accepted. Commissioner Roberts seconded and the motion was unanimously approved.

Commissioner Rester moved to approve the following Amendments for closeout and de-obligation of funds with Neel Schaffer under Contract 010-HUD-001:

- Amendment 3 to Task Order 50 – <\$5,221.83>
- Amendment 1 to Task Order 51 – <\$14,400.22>
- Amendment 1 to Task Order 52 – <\$63,492.25>
- Amendment 1 to Task Order 53 – <\$5,548.50>

Commissioner Roberts seconded and the motion was unanimously approved.

Commissioner Roberts moved to approve Amendment 1 to Task Order 54 with Neel Schaffer under Contract No. 010-HUD-001. Amendment 1 adds 82 days, has no change in cost and is retroactive to August 10, 2018. Commissioner Norris seconded and the motion was unanimously approved.

Commissioner Roberts moved to approve de-obligated amounts in order to close out completed and accepted work with the following:

- Amendment 1/Task Order 24 – QES, Inc./010-HUD-003 – <\$15,509.49>
- Amendment 3/Task Order 9 – Michael Baker, Jr./010-HUD-013 - <\$1,575.55>
- Amendment 1/Task Order 26 – Anchor QEA/010-HUD-011 – <\$24,974.94>
- Amendment 2/Task Order 21 – Atwell & Gent/010-HUD-013 - <\$8,720.00>

Commissioner Rester seconded, and the motion was unanimously approved.

Commissioner Rester moved to approve Change Order No. 5 with Travelers as Surety under Contract No. 015-HUD-025. This change order increases the contract by \$10,054.89 with no change to the schedule. Commissioner Roberts seconded and the motion was unanimously approved.

Commissioner Rester moved to approve Change Order No. 1 with Necaise Brothers under Contract No. 018-HUD-045. This change order decreases costs by \$8,613.16 with no change to the schedule. Commissioner Norris seconded and the motion was unanimously approved.

Commissioner Knesal left the room for the next agenda item.

Commissioner Rester moved to approve the following Amendments for closeout/de-obligation of funds with Eley Guild Hardy under Contract 016-HUD-031:

- Amendment 2 to Task Order 6 – closeout
- Amendment 3 to Task Order 5 – <\$17,887.92>
- Amendment 3 to Task Order 7 was pulled from the agenda for a later date.

Commissioner Roberts seconded, and the motion was unanimously approved.

Commissioner Knesal returned to the meeting.

Commissioner Norris moved to approve a Notice of Completion to ZPMC under Contract No. 15-EN-07. All work with the Travelling Hopper Package under the Dupont Ilmenite

Facility has been completed and accepted. Commissioner Rester seconded and the motion was unanimously approved.

NEW BUSINESS:

Commissioner Rester moved to authorize the acceptance and approval of a FY19 Multimodal Project Grant in the amount of \$500,000.00 in support of the purchase of a 40-acre inland terminal site. Commissioner Roberts seconded and the motion was unanimously approved.

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 July:

Vessels	25	Vehicles	12,674
Tugs	No report	Railcar Count	919
Barges	No report	TEU's	18,944
		Tonnage (short tons)	192,075

Weeks Marine has completed 5 miles of dredging and has a little less than 2 miles to go. They will move North and work on the turning basin and after that, the Corps of Engineers will come in and certify that we are back to our full depth of 36 feet.

Kudos were given to Pastor Chris O'Brien of the International Seaman's Center for all the effort he puts forth towards our visiting crewmen. Pastor Chris does a wonderful job and is such a positive influence on these men.

Last Wednesday, the acrylic panels for the new Aquarium were unloaded at the Port. They will be stored here for a short while until the site is ready for them. We are glad to help our community neighbor with this worthwhile endeavor.

EXECUTIVE DIRECTOR'S REPORT:

Island View has had a significant increase in revenue over last year's numbers. Congratulations to Rick and Terry for their recent investment.

Property was turned over to SeaOne on August 15th and they have accepted the site. February 11th will be the end of the 120-day process.

ILA has opened up their books and since February, they have signed on 100 new members. A new union hall is currently being constructed and earnings increased from \$190,000 to \$290,000.

GENERAL COUNSEL'S COMMENTS:

Ben Stone had no comments.

MDA'S COMMENTS:

Philip Carter had no comments.

COMMISSIONER COMMENTS:

Commissioner Roberts noted that 12 projects were closed out today and it shows great progress.

Commissioner Simpson thanked Director Daniels and staff on the progress at the port. He attended the unloading of the Aquarium panels and was glad to participate. He is also glad to see SeaOne on the clock.

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

Back in open session, Commissioner Rester moved to enter Executive Session to discuss legal matters (litigation with SIC), real estate matters (acquisition of property). Commissioner Knesal seconded and the motion was unanimously approved.

(THE BOARD OF COMMISSIONERS ENTERED INTO EXECUTIVE SESSION AT APPROXIMATELY 9:30 A.M.)

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

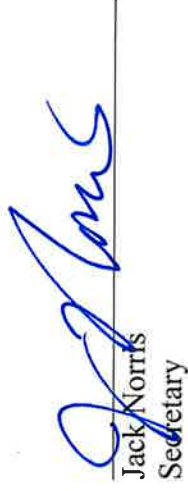
The Commission re-entered open session and Commissioner Simpson noted that no action was taken during executive session.

Commissioner Roberts moved to adjourn.

The meeting adjourned at approximately 11:15 a.m.

Approved and Attested


James C. Simpson, Jr.
President


Jack Norris
Secretary