

# MISSISSIPPI PORT AUTHORITY

## BOARD OF COMMISSIONERS

### REGULAR MEETING

**January 18, 2019**

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Minutes of the Mississippi State Port Authority Board of Commissioners Meeting,  
Friday, January 18, 2019 at 2510 14<sup>th</sup> Street, Suite 1450, Gulfport, Mississippi at which  
the following Commissioners and staff were present:

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

Staff: Jonathan Daniels, Executive Director/CEO  
Matthew Wypyski, Deputy Director/COO  
Kim Purchner, Executive Asst./HRO  
John Webb, Director of Engineering  
Nick Foto, Deputy Program Manager  
DeeDee Wood, CFO  
Kim Aguiard, Marketing & Media Manager  
Shawn Meyer, Director of Operations  
Carlos Bell, Director of Public Engagement

Ben Stone, Legal Counsel  
David Duhe, Legal Counsel

Others: Philip Carter, MDA  
Brian Smith, Watkins & Eager  
Michael Sheely, CH2MHill  
Joey Beattie, SSH  
Chris O'Brien, Seaman's Center  
Greg Schruoff, SSA Maritime  
Bruce Newton, Digital Engineering  
Duane Wilson, Chemours  
Lillian Jenkins, Horne CLP

Commissioner Norris 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 Norris.

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

#### PUBLIC COMMENTS:

There were no public comments.

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Commissioner Simpson moved to approve the December 20<sup>th</sup> Minutes. Commissioner Roberts seconded, and the motion was unanimously approved.

Commissioner Knesal 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 Knesal seconded and the motion was unanimously approved.

FINAL CHECKLIST FOR JANUARY 7, 2019  
 BILLS FOR THE MONTHS OF DECEMBER 2018 AND JANUARY 2019 APPROVED AND PAID  
 FROM THE GROSS REVENUE FUND OF THE MS STATE PORT AUTHORITY AT GULFPORT

CHK#	VENDOR	DESCRIPTION	CHK AMT
54208	ABB, Inc.	Repairs to Crane 3	5,500.00
54209	ABC Rental, Inc.	Rentals for Restoration Celebration	8,767.15
54210	AGJ Systems & Networks, Inc.	Computer Services and Equipment	18,792.00
54211	Kim Aguillard	Business Expenses	21.38
54212	AirGas Gulf States	Oxygen Cylinder	57.85
54213	Capturion Network, LLC	Advertising for Restoration Celebration	1,248.88
54214	Chancellor Inc.	Electrical Supplies	1,448.25
54215	City of Gulfport	Water	6,182.24
54216	Sun Coast Business Supply	Office Supplies	16.90
54217	Collection Services Center	Employee Deductions	90.06
54218	Jonathan Daniels	Business Expenses	90.11
54219	Deluxe Cleaners, Inc.	Cleaning of Tablecloths and Table Drape	48.15
54220	Dole Fresh Fruit Company	Dole Transition - Clerical Assistance	20,390.63
54221	Federal Express Corp.	Express Mailing Services	18.57
54222	Foliage Design Systems, Inc.	Interior Plant Maintenance	253.78
54223	Fuelman	Fuel for MSPA Vehicles	287.13
54224	Goodwill Industries of South Mississippi	Sponsorship	500.00
54225	Grainger, Inc.	Maintenance Supplies	407.13
54226	Great Southern Club	Monthly Dues and Business Expenses	131.82
54227	Harrison County Tax Collector	2018 Property Taxes - North Port Properties	4,834.83
54228	Hederman Brothers, LLC	Invitations for Restoration Celebration	1,854.92
54229	iHeart Media	Advertising for Restoration Celebration	2,673.25
54230	Newell Paper Co.	Office Supplies	859.20
54231	Jazzy Johnz	Portable Restrooms for Restoration Celebration	1,075.00
54232	Long Beach Breeze, LLC	Advertising for Restoration Celebration	200.00
54233	Lowe's Home Center, Inc.	Platform Truck Cart	306.18
54234	MS Dept. of Human Services CRDU	Employee Deductions	156.00
54235	MS Power Company	Electricity	156,890.19
54236	MS Pub. Employees Credit Union	Employee Deductions	320.00
54237	Neopost	Postage Meter Update	179.00
54238	PTW	Tire for Forklift	89.23
54239	RJ Young Company, Inc.	Copier and Printer Maintenance	1,701.38
54240	Shred-It USA, LLC	Shredding Services	152.88
54241	Southern Admin. and Benefits	Monthly Service Fees	200.00
54242	The Sun Herald	Advertising	2,119.64
54243	Swetman Security Services, Inc.	Security Guard Services	56,071.60
54244	The Focus Group	Marketing Development for Restoration Celebration	18,989.25
54245	United Way of South MS, Inc.	Employee Deductions	366.10
54246	Waste Management	Waste Removal Services	268.60
TRANSFERS			
12/21/18	Deferred Compensation	Employee Deductions	1,040.00
12/21/18	Public Employment Retirement	Retirement Match and Withheld	54,115.79
12/26/18	Federal Tax Deposit	Payroll Tax Deposit	23,610.86
01/07/19	MS Department of Revenue	Employee Deductions	7,691.00

Total

\$400,016.93

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

CHK#	VENDOR	DESCRIPTION	CHK AMT
54248	Ace Moving & Storage Co., Inc.	Moving Services	1,433.75
54249	Adams Loraine Flower Shop	Plant for Funeral Service	60.00
54250	Kim Aguillard	Travel Expenses	106.52
54251	AirGas Gulf States	Oxygen Cylinder Rental	43.47
54252	Alexander, Van Loon, Sloan	FY18 Financial Audit Services	21,929.50
54253	Alimak Group USA Inc	Quarterly Crane Elevator Inspections	2,100.00
54254	Anytime Portables, LLC	Portable Restroom Services	255.00
54255	AT&T	Telephone Services	849.07
54256	Carlos Bell	Travel Expenses	194.88
54257	Biloxi Chamber Of Commerce	Membership Dues	90.00
54258	Cintas Corporation	Employee Uniforms	2,145.36
54259	City of Gulfport	Water	12,418.78
54260	Collection Services Center	Employee Deductions	90.06
54261	C Spire Wireless	Radio/Cell Phone Services	1,123.99
54262	C Spire Business Solutions	Internet and Telephone Services	1,758.87
54263	Danny Miller Plumbing, Inc.	Plumbing Services	350.00
54264	Jonathan Daniels	Travel Expenses	245.92
54266	Jerry J. Ellis	Employee Deductions	1,942.00
54267	Federal Express Corp.	Express Mail Services	117.28
54268	Nick Foto	Travel Expenses	101.52
54269	Fuelman	Fuel for MSPA Vehicles	284.52
54270	Grainger, Inc.	Maintenance and Safety Supplies	2,002.34
54271	Hancock Bank	February Lease for Suite 1450	23,168.31
54272	HRdirect	Poster Guard	157.98
54273	MS State Treasurer Fund 3360900000	Telephone Services	10.82
54274	Robert J. Knesal	Per Diem and Travel Expenses	418.16
54275	Lowe's Home Center, Inc.	Maintenance Supplies	94.53
54276	Milner Rental Centers	Snake Rental for Sewer Line	50.00
54277	MS Dept. of Human Services CRDU	Employee Deductions	156.00
54278	MS Pub. Employees Credit Union	Employee Deductions	320.00
54279	Jack Norris	Per Diem and Travel Expenses	458.16
54280	Pass Road Mini Storage, LLC	Storage Unit Rentals	330.00
54281	PRAM	Membership Dues	226.00
54282	Legal Shield	Employee Deductions	30.91
54284	Ray Weaver	Heating System Repair for Dole Building	1,232.23
54285	Redd Pest Solutions	Pest Control Services	90.00
54286	John Rester	Travel Expenses	298.16
54287	Eluse J. Roberts	Per Diem	40.00
54288	James C. Simpson, Jr.	Per Diem and Travel Expenses	458.16
54289	Norma Jean Soroe	Transcription Services	354.48
54290	Sunbelt Rentals, Inc.	Light Towers for Restoration Celebration	479.92
54291	The Focus Group	Marketing Development for Restoration Celebration	19,511.25
54292	Union Auto Parts	MSPA Vehicle Maintenance Supplies	408.24
54294	Waring Oil Company, LLC	Grease Tubes for Cranes	480.00
54296	DeeDee Wood	Travel Expenses	101.52
54297	ZPMC NA - East Coast Inc.	Load Cell for Crane #3	4,132.00
54298	Volkert	Professional Services	6,080.00

CHECK DATED 01/10/19 AND RELEASED PRIOR TO SCHEDULED CHECK RUN

54247	Jonathan Daniels	Business Expenses	2,613.76
TRANSFERS			
01/04/19	Deferred Compensation	Employee Deductions	1,040.00
01/09/19	Federal Tax Deposit	Payroll Tax Deposit	29,152.23
Total			<u>\$ 141,535.65</u>

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Commissioner Simpson 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: Martin Energy Service; Americas Escort Service; Aztec Maritime Services, Inc.; Snider Tire, Inc.

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Commissioner Simpson moved to approve the following progress payments: Balch & Bingham (\$87,323.77); Digital Engineering (\$72,348.50); QES, Inc. (\$11,464.00); Walters Diving & Marine (\$401,765.51); and W.C. Fore Trucking (\$781,791.72). Commissioner Roberts seconded, and the motion was unanimously approved.

Commissioner Knesal moved to approve Cash Request #247 – Atwell & Gent (\$900.00); Drace Construction (\$103,678.27); and MSPA (\$152,580.83) for a total \$257,159.10. Commissioner Roberts seconded, and the motion was unanimously approved.

Commissioner Roberts moved to approve Cash Request #248 to Travelers as Surety for a total of \$648,548.79. Commissioner Knesal seconded, and the motion was unanimously approved.

OLD BUSINESS:

Commissioner Simpson moved to approve Lease Amendment No. 2 with McDermott. Commissioner Knesal seconded and the motion was unanimously approved.

Commissioner Simpson moved to approve a 1<sup>st</sup> Amendment to the Lease Agreement for Port Facilities and 1<sup>st</sup> Amendment to Memorandum of Lease with SeaOne Gulfport, LLC. Commissioner Roberts seconded, and the motion was unanimously approved.

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NEW BUSINESS:

Commissioner Simpson moved to approve a Utility Easement with MS Power. Commissioner Knesal 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, Deputy Director and COO reported on the maritime activity for the month of December:

Vessels	21		Vehicles	10,681
TEU's	15,759		Railcar Count	775
Tonnage (short tons)	123,266			

EXECUTIVE DIRECTOR'S REPORT:

Staff has been in contact with the Customs Border Patrol during the Federal furlough to ensure that there are no interruptions in our operations. There may be a bit of a slow down in the channel deepening process though.

Director Daniels attended Governor Bryant's last State of the State address. Education was the central theme and rightly so, but the Governor did mention the delivery of the finished Port Project.

Construction and enhancements continue on the East Pier.

Island View had a strong showing in the month of December and we hope that streak continues.

GENERAL COUNSEL'S COMMENTS:

Ben Stone had no comments.

MDA'S COMMENTS:

Philip Carter had no comments.

COMMISSIONER COMMENTS:

Commissioner Simpson made note of the pipe moving currently for McDermott.

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Commissioner Simpson moved to close the meeting to discuss the need for an Executive Session.

Commissioner Simpson moved to enter Executive Session to discuss legal matters (potential litigation) and real estate matters (lease negotiations). Commissioner Roberts seconded and the motion was unanimously approved.

(THE BOARD OF COMMISSIONERS ENTERED INTO EXECUTIVE SESSION AT APPROXIMATELY 8:45 A.M.)


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

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

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

The meeting adjourned at approximately 9:20 a.m.

Approved and Attested

  
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 John Kester  
 President

  
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 E.J. Roberts  
 Secretary