

MISSISSIPPI PORT AUTHORITY
BOARD OF COMMISSIONERS
REGULAR MEETING

July 22, 2021

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

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

Staff: Jon Nass, CEO
Matthew Wypyski, Deputy Director/COO
Nick Foto, Deputy Program Manager
John Webb, Director of Engineering
DeeDee Wood, CFO
Errol LaRue, Govt. & Legal Affairs Manager
Kim Aguiard, Marketing & Media Manager
Shawn Meyer, Director of Operations
Mel Arsenault, Director of Grant/Workforce Dev.
Allison Chimenya, Marketing Specialist

Ben Stone, Legal Counsel

Others: Philip Carter, MDA (via telephone)
Michael Sheely, Jacobs Engineering
Dr. Kelly Lucas, USM
Dr. Gordan Cannon, USM
Bruce Newton, Digital Engineering
Greg Schruoff, SSA Gulf
Stephanie Edwards, Chouest

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 given by Pastor Chris O'Brien of the Seaman's Center.

PUBLIC COMMENTS:

There were no public comments.

Commissioner Simpson moved to approve the Minutes from June 24, 2021, and June 28, 2021. Commissioner Norris seconded, and the motion was unanimously approved.

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

DISBURSEMENTS THROUGH JULY 08, 2021
 BILLS FOR THE MONTHS OF JUNE AND JULY 2021 APPROVED AND PAID
 FROM THE GROSS REVENUE FUND OF THE MS STATE PORT AUTHORITY AT GULFPORT

CHK#	VENDOR	DESCRIPTION	CHK AMT
57260	A-1 Elevator Service, LLC	Quarterly Elevator Maintenance	4,002.00
57261	AGJ Systems & Networks, Inc.	Computer Maintenance	4,600.50
57262	Alimak Group USA Inc	Quarterly Crane Elevator Inspections	2,190.00
57263	All Safe Technologies, LLC	Fire Alarm Monitoring	159.80
57264	CenterPoint Energy	Natural Gas Services	28.85
57265	CenterPoint Energy	Natural Gas Services	28.85
57266	City of Gulfport	Water	10,092.35
57267	Sun Coast Business Supply	Office Supplies	948.89
57268	Collection Services Center	Employee Deductions	90.06
57269	Consolidated Electrical Distributors, Inc	Electrical Supplies for Electrical Platforms at USM & DMR Piers	10,400.00
57270	E Fire Southern, Inc.	Troubleshoot Fire Alarm System at USM Building	99.95
57271	Federal Express Corp.	Express Mail Services	87.27
57272	Foliage Design Systems, Inc.	Interior Plant Maintenance	253.78
57273	Fuelman	Fuel for MSPA Vehicles	461.72
57274	Grainger, Inc.	Camera Switches for Cranes and Maintenance Supplies	654.39
57275	Great Southern Club	Monthly Dues and Business Expenses	731.04
57276	Industrial & Crane Services, Inc.	Labor to Replace Hoist Ropes for Crane #2	18,000.00
57277	Inland Rivers, Ports & Terminals, Inc.	Sponsorship	6,000.00
57278	Isco Metals & Supply, LLC	C-Channel for Fabrication Work	80.00
57279	Jackson Supply Company	Refrigerant for A/C Repairs	574.79
57280	Jerry's Lawn Mower Sales	Lawnmower Tire Tubes	65.98
57281	Keeling Co. - Gulfport	Irrigation System Controller and Maintenance Supplies	1,951.03
57282	Mandal's Inc.	Operations Building Roof Repairs	4,029.00
57283	Marine & Industrial Supply Co. Inc.	Shackles for Spreader Bar	320.92
57284	MS Economic Development Council	Sponsorship	1,750.00
57285	Meltwater News US Inc.	Media Monitoring Subscription Renewal	5,000.00
57286	Mid South Uniform & Supply, Inc.	Lapel Pin for CEO	44.83
57287	MS Dept. of Human Services CRDU	Employee Deductions	156.00
57288	MS Power Company	Electricity	139,217.59
57289	MS Pub. Employees Credit Union	Employee Deductions	320.00
57290	MSPA Petty Cash Fund	Replenish Petty Cash	24.91
57291	Mississippi Roofing and Construction Co.	Cotton Compress Roof Inspections for Repair Quotes	420.00
57292	Jon T. Nass	Travel Expenses	122.11
57293	Paul Neumaier	Steel Toe Work Shoes and TWIC Card Renewal	242.94
57294	Pass Road Mini Storage, LLC	Storage Unit Rent	180.00
57295	Puckett Machinery Company	Backhoe Hydraulic Cylinder Repair	520.00
57296	Redd Pest Solutions	Pest Control Services	90.00
57297	RJ Young Company, Inc.	Printer Maintenance	575.44
57298	Norma Jean Soroe	Transcription Services	494.48
57299	Southern Admin. and Benefits	Monthly Service Fee	200.00
57300	Swetman Security Services, Inc.	Security Guard Services	30,058.04
57301	Southern Tire Mart, LLC	Shuttlewagon Tire and Repair	374.65
57302	Waste Management	Waste Removal Services	194.77
57303	Wright National Flood Ins.	Insurance	65,011.00
57304	Zoro Tools, Inc.	Water Heater, Hand Tool, Repair/Maintenance Supplies	1,388.93
TRANSFERS			
07/02/21	Deferred Compensation	Employee Deductions	1,682.50
07/06/21	State School Insurance Fund/DFA	07/2021 Employee Health and Life Insurance	18,713.72

07/06/21	Public Employment Retirement	Retirement Match and Withheld	58,831.79
07/07/21	Federal Tax Deposit	Payroll Tax Deposit	28,561.14
		Total	<u>\$420,026.01</u>

FINAL CHECKLIST FOR JULY 22, 2021
 BILLS FOR THE MONTHS OF JUNE AND JULY 2021 APPROVED AND PAID
 FROM THE GROSS REVENUE FUND OF THE MS STATE PORT AUTHORITY AT GULFPORT

CHK #	VENDOR	DESCRIPTION	CHK AMT
57305	ABB, Inc.	Cooling Fans for Crane Hoist Motors	7,821.00
57306	Kentwood Springs	Drinking Water	715.82
57307	AFLAC	Employee Deductions	1,683.06
57308	AirGas Gulf States	Acetylene, Oxygen and Argon Cylinders	123.61
57309	A.J. Labourdette, Inc.	Replacement Cameras for Crane #2 and Upgrades for Camera System	3,080.48
57310	Anytime Portables, LLC	Portable Restroom Services	148.75
57311	AT&T Corp	Website Hosting	164.96
57312	Balch & Bingham, LLP	Conference Registration Fee	400.00
57313	Sparklight	Cable Services	178.96
57314	Card Services	Travel Expenses and Conference Registration Fee	2,552.59
57315	Card Services	A/C Repair Parts, Mower Blades, Subscription Renewal, Breakers for Cranes	2,827.13
57316	Card Services	Travel Expenses and TWIC Card	557.88
57317	Sun Coast Business Supply	Office Supplies	188.03
57318	Collection Services Center	Employee Deductions	90.06
57319	Paul H. Welch, Jr.	Gift for Dole Celebration	280.00
57320	C Spire Wireless	Cell Phone Services	1,012.80
57321	C Spire Business Solutions	Telephone/Internet Services	2,964.99
57324	Elavon, Inc.	Replacement Credit Card Machine for Outbound Scales	538.00
57325	Federal Express Corp.	Express Mail Services	43.12
57326	Fuelman	Fuel for MSPA Vehicles	167.29
57327	Guardian	Employee Deductions	1,877.59
57328	Hancock Bank	August Lease for Suite 1450	25,316.64
57329	Whitney Bank Trust & Asset Management	Investment Advisory Service Fees	25,337.46
57330	Hughes Supply	Repair Parts for Electrical Platforms A/C Units	403.82
57331	Isco Metals & Supply, LLC	C-Channel for Fabrication Work	80.00
57332	Robert J. Knesal	Per Diem	80.00
57333	McClatchy Company, LLC	Advertising	64.60
57335	MS Dept. of Human Services CRDU	Employee Deductions	156.00
57336	MS Gulf Coast Chamber of Comm.	Sponsorship	750.00
57337	MS Pub. Employees Credit Union	Employee Deductions	445.00
57338	MS Society of CPAs	Membership Dues	160.00
57339	Jack Norris	Per Diem	120.00
57340	Pass Road Mini Storage, LLC	Storage Unit Rent	155.00
57341	Legal Shield	Employee Deductions	118.61
57342	Redd Pest Solutions	Pest Control Services	90.00
57343	Eluse J. Roberts	Per Diem	120.00
57344	Rotolo Consultants, Inc. dba RCI	Landscape Services	2,158.67
57345	Stericycle, Inc.	Document Shredding Services	122.92
57346	James C. Simpson, Jr.	Per Diem	80.00
57347	South Mississippi Business Machines	Copier Maintenance	569.00
57350	SSA Gulf Inc.	Office Trailer Rent for Cotton Compress	850.00
57351	Star Service Inc. of Mobile	HVAC/R Maintenance and Repair Services	1,043.10
57352	BXS Insurance, Inc.	Insurance	1,661,619.84
57353	Swetman Security Services, Inc.	Security Guard Services	60,095.09
57354	Vision Service Plan	Employee Deductions	234.88
57355	Waste Management	Waste Removal Services	758.50

57356	Weaver Electric	Electrical Services	3,124.00
57357	Wright National Flood Ins.	Insurance	46,739.00
57358	Zoro Tools, Inc.	Small Hand Tool and Maintenance Supplies	90.98
TRANSFERS			
07/09/21	MS Department of Revenue	Employee Deductions	7,588.00
07/16/21	Deferred Compensation	Employee Deductions	1,682.50
07/20/21	MS Department of Revenue	Sales Tax Payment	14,463.21
07/21/21	Federal Tax Deposit	Payroll Tax Deposit	28,699.41
		Total	<u>1,910,732.35</u>

Commissioner Norris 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:

Vendor: Coast Coca Cola Bottling Co.; JC Ehrlich Company, Inc. dba Presto X; Industrial Corrosion Control; Applus RTD, Inc.; Vacuum Services Group; Airgas USA LLC

Steamship Agent: Mid-Gulf Shipping

Commissioner Rester moved to approve the following progress payments: Balch & Bingham (\$23,335.48); Cypress Environment & Infrastructure (\$4,453.00); Digital Engineering (\$46,597.00); Moran Hauling (\$138,114.80); and Southern Earth Sciences, Inc. (\$1,007.00). Commissioner Simpson seconded, and the motion was unanimously approved.

Commissioner Simpson moved to approve Cash Request #288 to Eley Guild Hardy (\$56,261.50); MSPA (\$9,404.17) and Wharton Smith (\$807,641.22) for a total of \$873,306.89. Commissioner Rester seconded and the motion was unanimously approved.

Commissioner Norris moved to approve Cash Request #289 to Eley Guild Hardy (\$151,690.50); and Wharton Smith (\$90,430.28) for a total of \$242,120.78. Commissioner Rester seconded and the motion was unanimously approved.

Commissioner Norris moved to approve Cash Request #290 to CH2MHill for a total of \$52,583.86. Commissioner Rester seconded and the motion was unanimously approved.

OLD BUSINESS:

Commissioner Rester moved to approve Change Order No. 1 with Moran Hauling under Contract No. 021-EN-02. Change Order No. 1 adds \$1,840.50 with no change in time. Commissioner Simpson seconded and the motion was unanimously approved.

Commissioner Rester moved to approve a Notice of Completion with Moran Hauling under Contract No. 021-EN-02 for the East Pier Watermain Replacement. Commissioner Norris seconded and the motion was unanimously approved.

NEW BUSINESS:

Commissioner Norris moved to approve Work Orders 18 and 19 under Contract No. 17-EN-04 with Digital Engineering. Work Order 18 has a not to exceed amount of

\$24,801.00 and Work Order 19 has a not to exceed amount of \$15,412.00. Both are related to purchase negotiations of several parcels of property. Commissioner Rester seconded, and the motion was unanimously approved.

Commissioner Simpson moved to authorize an advertisement for bid for pavement and concrete maintenance and repair. Commissioner Rester seconded and the motion was unanimously approved.

Commissioner Norris moved to approve the Fiscal Year 2023 LBO Budget in the amount of \$45,819,139.00. Commissioner Rester seconded and the motion was unanimously approved.

PORT RESTORATION/ENGINEERING UPDATE:

Nick Foto gave an update on the OEF construction and John Webb gave updates on the current engineering projects. Michael Sheely, Jacobs Engineering, gave an update on the channel widening and deepening project.

OPERATIONS REPORT:

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

Vessels	16		Vehicles	10,898
TEU's	17,009		Railcar Count	641
Tonnage (short tons)	193,145			

The TEU count is up 22% from June of 2020 and the Tonnage count is up 38% from June of 2020.

Matthew Wypyski reported on the status of the dredge barge and the Chouest vessels that were recently in port.

EXECUTIVE DIRECTOR'S COMMENTS:

Director Nass commended the Finance Department on their efforts toward the recently approved LBO Budget.

Upcoming events were discussed – Neshoba County Fair, Oceans in Action Conference, and a visit from the Mexican Consulate regarding freight movement.

We recently entertained a rail consultant who will be back in the area for additional talks very soon.

We only received two bids on the Strategic Master Plan and are looking closely at those responses.

GENERAL COUNSEL'S COMMENTS:

Ben Stone had no comments.

MDA'S COMMENTS:

Philip Carter had no comments.

COMMISSIONERS' COMMENTS:

Commissioner Rester commended USM on their recent event regarding the Blue Economy. The event was a huge success and very well presented.

Commissioner Simpson thanked Stephanie Edwards, Chouest, for her attendance and for what they do at the inland port property. He also commended Nick Foto, MSPA for his efforts with the OEF and USM for their continued great partnership.

Commissioner Roberts thanked DeeDee Wood, MSPA, for her efforts toward the budget.

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

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

(THE BOARD OF COMMISSIONERS ENTERED INTO EXECUTIVE SESSION AT APPROXIMATELY 1:40 P.M.)

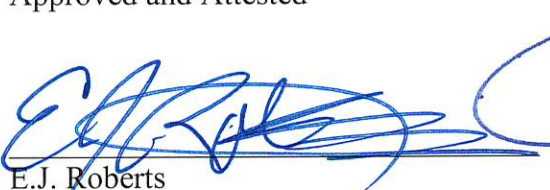
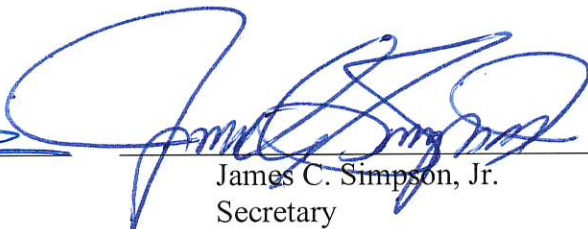
Commissioner Rester moved to come out of Executive Session. Commissioner Norris seconded and the motion was unanimously approved.

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

Commissioner Rester moved to adjourn.

The meeting adjourned at approximately 3:10 p.m.

Approved and Attested

	
E.J. Roberts President	James C. Simpson, Jr. Secretary