

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

**July 25, 2019**

---

Minutes of the Mississippi State Port Authority Board of Commissioners Meeting, Thursday, July 25, 2019 at 2510 14<sup>th</sup> Street, Suite 1450, Gulfport, Mississippi at which the following Commissioners and staff were present:

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

Staff:                 Jonathan Daniels, Executive Director/CEO  
                          Matthew Wypyski, Deputy Director/COO  
                          Kim Purchner, Exec. Asst/HRO  
                          Nick Foto, Corporate Administrator  
                          DeeDee Wood, CFO  
                          John Webb, Director of Engineering  
                          Mel Arsenault, Director of Workforce/Grant Development  
                          Shawn Meyer, Director of Operations  
                          Carlos Bell, Director of Public Engagement  
                          Gary Pitcovich, Crane Manager  
                          Matt Gabbett, Deputy Director of Operations  
                          David Palmer, Terminal Manager

                          Ben Stone, Legal Counsel  
                          David Duhe, Legal Counsel

Others:               Philip Carter, MDA (via telephone)  
                          Bruce Newton, Digital Engineering  
                          Joey Beattie, Stewart Sneed Hewes  
                          Brian Smith, Watkins Eager  
                          Howard Page, NGCLT  
                          Greg Schruff, SSA  
                          Tim Lancaster, Ports America  
                          Errol LaRue  
                          Pastor Chris O'Brien, Seaman's Center  
                          Thomas Adams, TL Wallace  
                          Mike Epperson, SSA  
                          Duane Wilson, Chemours

Commissioner Rester 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 Rester.

The invocation was led by Pastor Chris O'Brien, International Seaman's Center. Immediately following the invocation, Commissioner Rester presented a key to Pastor O'Brien for the newly renovated Seaman's Center.

PUBLIC COMMENTS:

Howard Page, North Gulfport Community Land Trust asked Commissioners and staff to look into the return of the poultry business.

\*\*\*\*\*

Commissioner Knesal moved to approve the June 21st and July 18th 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 Norris moved to approve the disbursements listed below. Commissioner Roberts seconded and the motion was unanimously approved.

DISBURSEMENTS THROUGH JULY 18, 2019  
BILLS FOR THE MONTHS OF JUNE AND JULY 2019 APPROVED AND PAID  
FROM THE GROSS REVENUE FUND OF THE MS STATE PORT AUTHORITY AT GULFPORT

CHK #	VENDOR	DESCRIPTION	CHK AMT
54864	AFLAC	Employee Deductions	1,514.32
54865	American Heart Association	Sponsorship	7,500.00
54866	AICPA	Membership Dues	285.00
54867	Melanie J. Arsenault	Travel Expenses	1,971.49
54868	Boys & Girls Club of the Gulf Coast	Sponsorship	500.00
54869	Card Services	Travel Expenses	1,926.40
54870	Card Services	Travel Expenses	2,736.91
54871	Card Services	Registration Fees and Small Hand Tools	7,759.98
54872	CenterPoint Energy	Natural Gas	170.76
54873	City of Gulfport	Water	174.95
54874	Collection Services Center	Employee Deductions	90.06
54875	C Spire Wireless	Radio/Cell Phone Services	1,064.28
54876	C Spire Business Solutions	Telephone/Internet Services	1,973.36
54877	Jonathan Daniels	Travel Expenses	44.98
54878	Great Southern Club	Monthly Dues and Business Expenses	305.40
54879	Gulf Coast Community Foundation	Sponsorship	700.00
54880	Hancock County Community Development	Sponsorship	1,000.00
54881	Intermodal Assoc. of North America, Inc	Registration Fee	825.00
54882	Robert J. Knesal	Travel Expenses	1,768.21
54883	Mississippi Coast Model Railroad Museum	Sponsorship	500.00
54884	MS Dept. of Human Services CRDU	Employee Deductions	156.00
54885	MS Gulf Coast Chamber of Comm.	Sponsorship	700.00
54886	MS Gulf Coast Chamber of Comm.	Registration Fees	40.00
54887	MS Power Company	Electricity	145,535.67
54888	MS Pub. Employees Credit Union	Employee Deductions	320.00
54889	MS Society of CPAs	Membership Dues	160.00
54890	NAACP Gulfport	Sponsorship	2,500.00
54891	Pass Road Mini Storage, LLC	Storage Unit Rent	330.00
54892	Legal Shield	Employee Deductions	30.91
54893	Puckett Machinery Company	Scissor Lift Rental	648.50
54894	Waste Management	Waste Removal Services	1,591.29
CHECKS DATED 07/03/19 AND RELEASED PRIOR TO SCHEDULED CHECK RUN			
54860	Mel Arsenault	Business Expenses	125.25
54861	Jonathan Daniels	Travel Expenses	1,456.32
54862	Shawn Meyer	Business Expenses	292.60
TRANSFERS			
06/26/19	Federal Tax Deposit	Payroll Tax Deposit	25,218.09
06/26/19	Public Employment Retirement	Retirement Match and Withheld	47,392.46

07/05/19	Deferred Compensation	Employee Deductions	1,070.00
07/10/19	Federal Tax Deposit	Payroll Tax Deposit	25,797.07
07/10/19	MS Department of Revenue	Employee Deductions	8,007.00
		Total	<u>\$294,182.26</u>

FINAL CHECKLIST FOR JULY 25, 2019

BILLS FOR THE MONTHS OF JUNE AND JULY 2019 APPROVED AND PAID

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

CHK#	VENDOR	DESCRIPTION	CHK AMT
54895	A-1 Elevator Service, LLC	Elevator Maintenance	3,362.00
54896	AGJ Systems & Networks, Inc.	Computer Maintenance and Equipment	7,463.49
54897	AirGas Gulf States	Oxygen Cylinder Rental	71.83
54898	All Safe Technologies, LLC	Fire Alarm Monitoring	119.85
54899	Anytime Portables, LLC	Portable Restroom Services	223.12
54900	Melanie J. Arsenault	Travel and Business Expenses	4,621.25
54901	Associated Food Equipment & Supplies	Chiller Control Panels for Building #3	2,700.00
54902	Barefield Workplace Solutions, Inc.	Office Supplies	237.58
54903	Battery Sales & Service	Batteries for MSPA Vehicles	146.43
54904	B.E.A.R.	Motor for Shed 53 Fire System Repair	960.00
54905	Cable One, Inc.	Cable Services	135.67
54906	CDW Government	Software License Renewal	983.64
54907	Chancellor, Inc.	Flourescent Light Bulbs	68.40
54908	City of Gulfport	Water	13,123.46
54909	Sun Coast Business Supply	Office Supplies	709.70
54910	Collection Services Center	Employee Deductions	90.06
54911	Deluxe Cleaners, Inc.	Clean Tablecloths	32.10
54912	State School Insurance Fund	Employee Deductions	16,229.78
54914	Drace Construction Co	Seaman Center Renovations	42,946.00
54915	Eagle Energy, Inc.	Diesel Fuel	761.71
54916	E Fire Southern, Inc.	Fire Extinguishers and Inspections	2,264.00
54917	Federal Express Corp.	Express Mail Services	111.20
54918	Foliage Design Systems, Inc.	Interior Plant Maintenance	253.78
54919	Fuelman	Fuel for MSPA Vehicles	727.00
54920	Grainger, Inc.	Maintenance/Safety Supplies and Hand Tools	1,745.09
54921	Guardian	Employee Deductions	1,530.75
54922	Hancock Bank	August Lease for Suite 1450	23,168.31
54923	Harbor Square Parking Garage	Parking Garage Quarterly Rent	3,039.45
54924	MS State Treasurer Fund 3360900000	Telephone/Internet Services	520.65
54925	Newell Paper Co.	Office Supplies	674.00
54926	Jerry's Lawn Mower Sales	Ignition Coil for Weed Eater	69.97
54927	Kalmar USA, Inc.	Switches for Crane #1 Spreader	2,092.30
54928	Keeling Co. - Gulfport	Maintenance Supplies	993.38
54929	King Limo & Limousine	Limousine Service for Yilport Guests	978.00
54930	Robert J. Knesal	Per Diem	200.00
54931	Lowe's Home Center, Inc.	Pressure Washer and Maintenance Supplies	1,922.21
54932	Meltwater News US Inc.	Media Monitoring Renewal	5,000.00
54933	Shawn Meyer	Travel Expenses	396.91
54934	Mobile Services & Equipment	Repair Parts for Shuttlewagon	147.95
54935	MS Dept. of Human Services CRDU	Employee Deductions	156.00
54936	MS Pub. Employees Credit Union	Employee Deductions	320.00
54937	MSPA Petty Cash Fund	Replenish Petty Cash	15.02
54938	MSCPA Gulf Coast Chapter	Membership Dues	60.00
54939	Jack Norris	Per Diem	80.00
54941	Redd Pest Solutions	Pest Control Services	90.00
54942	RJ Young Company, Inc.	Copier and Printer Maintenance	2,607.09

54943	Eluse J. Roberts	Per Diem	80.00
54944	Rotary Club of Gulfport	Membership Dues	229.00
54945	James C. Simpson, Jr.	Per Diem	80.00
54946	Norma Jean Soroe	Professional Services	334.48
54947	Southern Admin. and Benefits	Monthly Service Fee	200.00
54948	Stuart C. Irby Co.	Electrical Supplies	3,187.46
54949	The Sun Herald	Advertising	2,330.10
54950	Swetman Security Services, Inc.	Security Guard Services	67,170.38
54951	Southern Tire Mart, LLC	Tractor Tire Repair	129.65
54952	United Way of South MS, Inc.	Employee Deductions	357.10
54953	Vision Service Plan	Employee Deductions	175.75
54954	Volkert, Inc	Professional Services	1,330.00
54955	Waste Management	Waste Removal Services	50.00
54957	Wright National Flood Ins.	Flood Insurance	72,881.00
54958	Matthew Wypyski	Business Expenses	384.75
54959	ZPMC NA - East Coast Inc.	Side Roller for Crane #2	4,185.00
TRANSFERS			
07/18/19	MS Department of Revenue	Sales Tax Payment	15,158.78
07/22/19	Deferred Compensation	Employee Deductions	1,070.00
07/24/19	Federal Tax Deposit	Payroll Tax Deposit	25,744.19
072519 1752	Arup Advisory, Inc	Professional Fees	17,312.50
Total			\$ 356,539.27

\*\*\*\*\*

Commissioner Roberts 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: 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 Norris moved to approve the following progress payments: Balch & Bingham (\$137,519.86); Digital Engineering (\$109,976.25); QES, Inc. (\$5,240.00); and W.C. Fore Trucking (\$390,984.90). Commissioner Knesal seconded, and the motion was unanimously approved.

Commissioner Knesal moved to approve Cash Request #254 to CH2MHill (\$67,522.83); Eley Guild Hardy (\$176,847.75); and MSPA (\$65,066.06) for a total of \$309,436.64. Commissioner Norris seconded, and the motion was unanimously approved.

Commissioner Roberts moved to approve Cash Request #255 to MSPA for a total of \$2,286.00. Commissioner Knesal seconded, and the motion was unanimously approved.

OLD BUSINESS:

Commissioner Knesal moved to approve Modification No. 3 to Work Order No. 1 with Digital Engineering under Contract No. 17-EN-04. Modification No. 3 adds \$150,000.00 for engineering support services to the work order. Commissioner Roberts seconded and the motion was unanimously approved.

Commissioner Roberts moved to award the Cotton Compress Security Fencing project to the lowest and best bidder, Southern Exterior Fence Company. Southern Exterior Fence Company was the lowest of three bidders at \$92,042.00. Commissioner Norris seconded and the motion was unanimously approved.

Commissioner Knesal moved to approve Modification No. 1 to Contract No. 17-OP-02 with Swetman Security Services. Modification No. 1 adds \$40,456.55 to the Professional Service Agreement with no change in schedule. Commissioner Norris seconded and the motion was unanimously approved.

Commissioner Norris moved to approve Modification No. 11 to Contract No. R115-06-02 (Sub-Recipient Agreement). Modification No. 11 adds a time extension of 3 years, moving the closing to December 31, 2022 and decreases costs by \$4,500,000.00, as requested by MDA. Commissioner Roberts seconded and the motion was unanimously approved.

\*\*\*\*\*

NEW BUSINESS:

Commissioner Knesal moved to approve Resolution No. 19-03 (attached) honoring the late Senator Thad Cochran. Commissioner Roberts seconded and the motion and roll was called for the vote:

Commissioner Roberts	Affirmative
Commissioner Norris	Affirmative
Commissioner Knesal	Affirmative
Commissioner Simpson	Affirmative
Commissioner Rester	Affirmative

Resolution No. 19-03 was unanimously approved.

Commissioner Roberts moved to approve the FY21 LBO Budget in the amount of \$79,683,809.00. Commissioner Norris seconded and the motion was unanimously approved.

Commissioner Norris moved to approve Work Order No. 8 with Digital Engineering under Contract No. 17-EN-04. Work Order 8 has a not to exceed amount of \$119,855.50. Commissioner Roberts seconded and the motion was unanimously approved.

Agenda Item 8D under New Business (Authorization to submit an application for Gulf Coast Restoration Funds) was tabled.

Commissioner Knesal moved to authorize the advertisement for bid for the Ocean Enterprise Facility Foundation Package. Commissioner Norris seconded and the motion was unanimously approved.

PORT RESTORATION/ENGINEERING UPDATE:

Nick Foto, Corporate Administrator and John Webb, Director of Engineering gave status updates on current restoration and Engineering projects.

OPERATIONS REPORT:

Matthew Wypyski reported on the maritime activity for the month of June:

Vessels	23		Vehicles	12,052
TEU's	16,339		Railcar Count	745
Tonnage (short tons)	218,136			

In comparison to June of 2019, the TEU count was an 8% increase and the Tonnage count was a 38% increase.

We had a large amount of military activity at the port in June. We have 3 vessels and 1,065 pieces of military cargo. This represented over 1,000 hours of ILA labor.

Photos of the recently completed International Seaman's Center were shown.

David Palmer was promoted to the newly created position of Terminal Manager and introduced to the Commission.

EXECUTIVE DIRECTOR'S REPORT:

Director Daniels commended David Palmer for his promotion to Terminal Manager and was pleased to give advancement opportunities to hard-working employees. David was very qualified and stood out in the application process.

It was clear that being a Strategic Military Port was going to be important. We are one of 17 in the entire United States. Director Daniels just returned from the U.S. Army War Camp which brings in 350 military members. Gulfport was very well known to them as well as to the civilian participants.

Many thanks to DeeDee Wood and her staff for their efforts toward the LBO Budget.

As the gaming revenue increases, the MSPA's percentage of reliance on gaming continues to decrease.

We will be bringing grant proposals to the Commission for approval within the next 30 days.

GENERAL COUNSEL'S COMMENTS:

Ben Stone had no comments.

MDA'S COMMENTS:

Philip Carter had no comments.

COMMISSIONER COMMENTS:

Commissioner Rester noted that the August 22<sup>nd</sup> Board Meeting will begin at 1:00 p.m.

Commissioner Rester congratulated David Palmer on his promotion to Terminal Manager and expressed his desire to keep the appearance of the Cotton Compress property at a high level for our neighbors.

Commissioner Rester also commented on the outstanding military report.

\*\*\*\*\*

*Commissioner Simpson left the meeting (via telephone)*

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

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

(THE BOARD OF COMMISSIONERS ENTERED INTO EXECUTIVE SESSION AT APPROXIMATELY 9:20 A.M.)

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

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

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

The meeting adjourned at approximately 10:45 a.m.

Approved and Attested

  
\_\_\_\_\_  
John Rester  
President

  
\_\_\_\_\_  
E.J. Roberts  
Secretary

## RESOLUTION NO. 19-03

The Board of Commissioners of the Mississippi State Port Authority at Gulfport (the “Board”) took up for consideration the matter of recognizing a lifetime of achievements by Senator William Thad Cochran, and expressing its condolences. Thereupon, Commissioner Knesal offered and moved the adoption of the following resolution:

**RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE MISSISSIPPI STATE PORT AUTHORITY AT GULFPORT (THE “PORT AUTHORITY”) EXPRESSING ITS GRATITUDE FOR A LIFETIME OF SUPPORT BY SENATOR THAD COCHRAN, THROUGH HIS PASSIONATE EFFORTS TO PROMOTE THE INTERESTS OF THE PORT AUTHORITY AND MISSISSIPPI.**

**WHEREAS**, Senator Cochran was elected to the United States House of Representatives in 1972, and served until 1978;

**WHEREAS**, Senator Cochran served as a United States Senator from December 27, 1978, to April 1, 2018;

**WHEREAS**, Senator Cochran was one of the most influential leaders of this nation;

**WHEREAS**, Senator Cochran was supportive of the Port Authority throughout his career in the United States Senate;

**WHEREAS**, Senator Cochran championed the effort to provide federal assistance to the Mississippi Gulf Coast after Hurricane Katrina—one of the worst natural disasters in the history of the United States;

**WHEREAS**, Senator Cochran’s efforts resulted in unprecedented federal assistance in the wake of Hurricane Katrina, providing critical support to foster efforts to rebuild the Mississippi Gulf Coast;

**WHEREAS**, Senator Cochran’s efforts laid the groundwork for our nation’s ability to respond and provide support after natural disasters;

**WHEREAS**, Senator Cochran’s ability to obtain bipartisan support for such legislation enabled the Mississippi Gulf Coast to rebuild;

**WHEREAS**, throughout his career, Senator Cochran pursued legislation not only designed to advance the interests of the Port Authority, but also designed to improve the economy in Mississippi;

**WHEREAS**, the passing of Senator Cochran means the loss of one of the Port Authority’s most zealous advocates; and



WHEREAS, the Port Authority desires to expressly recognize and memorialize Senator Cochran's passionate pursuit of legislation advancing the needs of Mississippians and promoting Mississippi's well-being.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE MISSISSIPPI STATE PORT AUTHORITY AT GULFPORT, AS FOLLOWS:**

The Port Authority does hereby recognize Senator Cochran's dedication to serve Mississippi and the Port Authority and expresses its deepest condolences for the loss of one of the Port Authority's most zealous advocates.

Commissioner Roberts seconded the motion to adopt the foregoing Resolution, and the vote thereupon was as follows:

	<u>Voted:</u>
Commissioner Knesal	<u>Aye</u>
Commissioner Simpson	<u>Aye</u>
Commissioner Rester	<u>Aye</u>
Commissioner Norris	<u>Aye</u>
Commissioner Roberts	<u>Aye</u>

The motion having received the foregoing vote of the Board of Commissioners, the President declared the motion carried and the Resolution adopted, on this the 25th day of July, 2019.

  
\_\_\_\_\_  
**JOHN RESTER, PRESIDENT**

