

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

**March 27, 2025**

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Minutes of the Mississippi State Port Authority Board of Commissioners Meeting,  
Thursday, March 27, 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 Michelle Freeman, Accounts Receivable Lisa Mussa, Accounts Payable Ally Jones-Johnson, Safety and Stewardship Coordinator Melissa Scallan, Director of Marketing & Communications  David Duhé, Legal Counsel
Others:	Joycelyn Moody Douglas Moody Bill Lavers, Harrison County Development Commission Robert Wren, Pilot Murrell Hilton, Pilot Matthew Hilton, Pilot Joey Beattie, Gallagher Nick Moody, MP Design Janel Moody Chelsea Paige, Hilton Garden Inn Gulfport

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Commissioner Loughman 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 Loughman.

The invocation was given by Ally Jones-Johnson, MSPA.

**PUBLIC COMMENTS:**

There were no public comments.

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

Commissioner Knesal moved to approve travel (April 23-25) – Nass to New Orleans, LA; (June 11-13) – Nass to Gulf Shores, AL; (May 31-June 5) – Buras to Providence, RI. Commissioner Spear seconded and the motion was unanimously approved.

*Commission Moody left the meeting.*

Commissioner Knesal moved to approve the disbursements listed below. Commissioner Spear seconded and the motion was unanimously approved.

DISBURSEMENTS THROUGH MARCH 12, 2025			
BILLS FOR THE MONTHS OF FEBRUARY AND MARCH APPROVED AND PAID			
FROM THE GROSS REVENUE FUND OF THE MS STATE PORT AUTHORITY AT GULFPORT			
CHK #	VENDOR	DESCRIPTION	AMOUNT
61821	Amazon Capital Services, INC.	Maintenance and Office Supplies	1,312.79
61822	Sparklight	Internet Services	93.18
61823	City of Gulfport	Water	7,125.08
61824	Core Logistical Solutions, LLC	Repair Dole Overhead Door	5,831.06
61825	Consolidated Electrical Distributors, Inc.	Sheave Cable Guide	4,808.29
61826	Cornett Bolt & Screw	Maintenance Supplies	391.21
61827	C Spire Wireless	Cell Phone Services	1,124.69
61828	C Spire Business Solutions	Telephone/Internet Services	1,798.11
61829	Dept. of Finance & Admin.	MMRS quarterly Charges	508.00
61830	DSD Associates, Inc.	Software Support	250.00
61831	Equitable Financial Life Insurance Co.	Employee Deductions	1,342.09
61832	Federal Express Corp.	Express Mail Services	6.73
61833	Ferguson Enterprises, LLC	Materials for East Pier Fire Hydrant Installation	10,237.94
61834	Fuelman	Fuel for MSPA Vehicles	278.16
61835	G & W Fabricating, Inc.	Sharpen Knives for Slitter Machine	143.00
61836	KLDiscovery Ontrack, LLC	Professional Services	1,477.00
61837	Lowe's Home Center, Inc.	Maintenance and Painting Supplies, Extension Ladder and Tools	1,209.78
61838	Mark Dunning Industries, Inc.	Waste Removal Services	1,735.00
61839	Mayer Electric Supply Co., Inc.	Electrical Parts and Supplies	9,431.20
61840	McClatchy Company, LLC	Advertising	790.00
61841	Shawn Meyer	Business Expenses	75.11
61842	MS DHS - State Disbursement Unit	Employee Deductions	263.56
61843	Lisa Mussa	Business Expenses	68.47
61844	Jon T. Nass	Travel Expenses	3,074.28
61845	Necaise Locksmith	Door Exit Bars for Shed 2	4,230.00
61846	Peopletrail, LLC	Employee Testing	144.31
61847	The Port Employees Assoc.	Employee Deductions	52.00
61848	Portable Services, Inc	Portable Restroom Services	535.00
61849	Powers of Mississippi, Inc.	Troubleshoot and Repair HVAC at Crowley Building	520.00
61850	Redd Pest Solutions	Pest Control Services	90.00
61851	RJ Young Company, Inc.	Printer Maintenance	600.00
61852	Rotolo Consultants, Inc. dba RCI	Landscape Services	1,108.74
61853	SBL Strategies, LLC	Professional Consulting Services	10,000.00
61854	Seal Electrical, Inc.	Electrical Repair Services	4,349.60
61855	ServiceWear Apparel, Inc.	Employee Uniforms	3,704.52
61856	Swetman Security Services, Inc.	Security Guard Services	32,769.00
61857	Timeless Designs of Lucedale LLC	Interior Plant Maintenance	279.69
61858	TX Child Support SDU	Employee Deductions	219.23

61859	U.S. Bank	Travel Expenses	895.91
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TRANSFERS

03/07/25	Federal Tax Deposit	Payroll Tax Deposit	28,898.28
03/10/25	Deferred Compensation	Employee Deductions	1,927.00
		Total	<u>\$143,698.01</u>

FINAL CHECKLIST FOR MARCH 27, 2025

BILLS FOR THE MONTHS OF FEBRUARY AND MARCH 2025 APPROVED AND PAID

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

CHK #	VENDOR	DESCRIPTION	AMOUNT
61860	Kentwood Springs	Drinking Water	509.09
61861	AFLAC	Employee Deductions	424.06
61862	AGJ Systems & Networks, Inc.	Shipping Charges for Dell repair and Computer Maintenance	4,746.00
61863	AirGas Gulf States	Oxygen Cylinder	239.31
61864	All Safe Technologies, LLC	Fire Monitoring Services	263.70
61865	Amazon Capital Services, INC.	American Flag	2,238.38
61866	Apex Environmental Consultants, Inc.	Environmental Online Services	500.00
61867	Boot Outlet, LLC	Employee Safety Boots	189.95
61868	Sparklight	Cable Services	258.07
61869	Cadence Insurance, Inc.	Commissioner Bond	440.00
61870	City of Gulfport	Water	2,700.46
61871	Consolidated Electrical Distributors, Inc	Dole Chiller, Perimeter and Shed 16 Light Materials and Parts	54,107.09
61872	DNA Underground, LLC	Replace Valve on East Pier	1,275.00
61873	DNA Underground, LLC	Install Fire Hydrants on East Pier	18,720.00
61875	Equitable Financial Life Insurance Co.	Employee Deductions	1,324.16
61876	Fuelman	Fuel for MSPA Vehicles	501.24
61877	Graybar Electric Company, Inc.	Perimeter and Shed 16 Lights	49,382.00
61878	Great Southern Club	Business Expenses and Membership Dues	282.80
61879	Whitney Bank Divisional Property	April Lease for Suite 1450	28,494.10
61880	Harbor Square Parking Garage	Parking Garage Quarterly Rent	3,768.45
61881	MS State Treasurer Fund 3360900000	Telephone/Internet Services	122.90
61883	Jerry's Lawn Mower Sales	Scag Mower Repairs	1,115.55
61884	Keeling Co. - Gulfport	Herbicide	4,732.24
61885	Robert J. Knesal	Per Diem	40.00
61886	Mark P. Loughman	Per Diem	40.00
61887	Lowe's Home Center, Inc.	Refrigerator for 14th Floor	445.60
61889	Mississippi Manufacturers Association	Membership Dues	575.00
61890	MS DHS - State Disbursement Unit	Employee Deductions	263.56
61891	MS Power Company	Electricity	120,916.53
61892	Pass Road Mini Storage, LLC	Storage Unit Rent	187.00
61893	The Port Employees Assoc.	Employee Deductions	52.00
61894	Puckett Machinery Company	Rebuild Steering Cylinder for Backhoe	703.94
61895	Redd Pest Solutions	Pest Control Services	73.50
61896	Seal Electrical, Inc.	Electrical Repair Services	10,766.12
61897	South Mississippi Business Machines	Copier Maintenance	509.00
61898	Kathryn Dennis Spear	Per Diem	40.00
61899	Swetman Security Services, Inc.	Security Guard Services	32,146.00
61900	Cowles Edgar Symmes	Per Diem	40.00
61901	Southern Tire Mart, LLC	Tires for Street Sweeper	656.70
61902	TX Child Support SDU	Employee Deductions	219.23
61903	United Way of South MS, Inc.	Employee Deductions	54.00
61904	Union Auto Parts	Maintenance Supplies	75.00
61905	Upchurch Services, LLC	HVAC/R Maintenance and Repair Services	10,162.07

61907	Zoro Tools, Inc.	Sport Drinks, Janitorial and Maintenance Supplies	3,439.39
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TRANSFERS

03/12/25	State School Insurance Fund/DFA	03/2025 Employee Health & Life Insurance	14,149.20
03/19/25	MS Department of Revenue	Sales Tax Payment	8,150.41
03/20/25	State School Insurance Fund/DFA	04/2025 Employee Health & Life Insurance	14,651.20
03/20/25	Federal Tax Deposit	Payroll Tax Deposit	29,498.14
03/20/25	MS Department of Revenue	Employee Deductions	6,660.00
03/20/25	Deferred Compensation	Employee Deductions	1,927.00
03/20/25	Public Employment Retirement	Retirement Match and Withheld	58,703.94
03/27/25	Connected Oceans	Business Development and Consulting Services	23,566.66
Total			\$515,045.74

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*Commissioner Moody returned to the meeting.*

Commissioner Spear 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:

Steamship Agents:	Transmarine Navigation Corp. Tricon Steamship Agency, Inc.
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Transfer Company:	SSA Gulf
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Commissioner Spear moved to approve the following progress payments: Balch & Bingham (\$11,974.90); J.E. Borries, Inc. (\$628,492.35); MP Design Group (\$62,603.97); Warren Paving (\$216,641.53); and WSP USA, Inc. (\$20,499.50). Commissioner Moody seconded and the motion was unanimously approved.

*Commission Spear left the meeting.*

Commissioner Knesal moved to approve the following progress payments: DNP, Inc. (\$2,156,935.10). Commissioner Moody seconded and the motion was unanimously approved.

*Commissioner Spear returned to the meeting.*

OLD BUSINESS:

Commissioner Knesal moved to approve modification No. 1 to Work Order No. 8 under Contract 24-EN-03 with WSP, Inc. to close the work order and deobligate funds in the amount of (\$87,200.05). This Work Order provided a study for land reclamation and dredge material containment structures at the West Pier and East Pier expansion areas. Commissioner Moody seconded and the motion was unanimously approved.

Commissioner Knesal moved to approve Modification No. 1 of Work Order No. 11 with MP Design Group under Contract 23-EN-01 to increase funding for the Geotechnical and Construction Materials Testing by \$15,000.00, with a new total of \$30,000.00 not to exceed. Commissioner Moody seconded and the motion was unanimously approved.

Commissioner Knesal moved to approve the First Amendment to standard agreement for security services for two years with Swetman Security under contract 22-OP-08 which

will expire on June 30, 2025. The contract extension will include a rate increase. Commissioner Moody seconded and the motion was unanimously approved.

*Commission Moody left the meeting.*

Commissioner Spear moved to approve the First Amendment to the Standard Agreement for Insurance Consulting, Broker, and Risk Management Services as between MSPA and BXS Insurance, Inc., Cadence Insurance, Inc., and Arthur J. Gallagher Risk Management Services, LLC on behalf of Arthur J. Gallagher & Co., thereby changing the contractual parties as therebetween and having an effective date of November 30, 2023. Commissioner Knesal seconded and the motion was unanimously approved.

Commissioner Spear moved to approve the MSPA seeks the approval of the second amendment to the standard agreement for insurance consulting, broker, and risk management services as between MSPA and Arthur J. Gallagher Risk Management Services, LLC, thereby extending the term for Two (2) more years on auto-renewal, through June 20, 2027, and having an effective date of July 1, 2025, which is the first renewal day under the original term of the agreement between MSPA and BXS Insurance, Inc. Commissioner Knesal seconded and the motion was unanimously approved.

*Commission Moody returned to the meeting.*

NEW BUSINESS:

Commissioner Knesal moved to approve Work Order No. 16 which provides engineering services for the full design and construction documents as outlined in MP Design Group's proposal dated March 14, 2025, titled "Work Order 16 - East Pier Wharf Expansion Project". Work will be performed at the rates established in contract 23-EN-01 for a not to exceed the amount of \$1,600,000.00. Commissioner Moody seconded and the motion was unanimously approved.

Commissioner Moody moved to approve authorization to issue an RFP for a maritime security consultant. The current agreement with Maritime Defense Strategy, LLC expires on June 30, 2025. Commissioner Spear seconded and the motion was unanimously approved.

Commissioner Moody moved to approve authorization to issue an RFP for landscaping maintenance. The current agreement with Rotolo Consultants expires on June 30, 2025. Commissioner Spear seconded and the motion was unanimously approved.

Commissioner Knesal moved to approve authorization to issue an RFP for an auditor of financial statements. Commissioner Moody seconded and the motion was unanimously approved.

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ENGINEERING UPDATE:

James Buras reported on current engineering projects.

OPERATIONS REPORT:

Shawn Meyer reported on the maritime activity for February 2025:

Vessels	13		Vehicles	15,000
Tugs	4		Railcars	1,116
Tonnage (YTD)	1,485,941		Barges	22
Tonnage	150,156		TEU (monthly)	15,652
TEU's (short tons)	121,454			

Tonnage (YTD) increased 20% over last fiscal year. Monthly tonnage decreased by 9%. There was a drop in breakbulk. Monthly TEU's increased by 5%. Year-to-date TEU's increased by 2%.

EXECUTIVE DIRECTOR'S COMMENTS:

Melissa Scallan was introduced as the new Director of Marketing & Communications.

Director Nass along with Andrew Haines, attended a Seafood Show in Boston which is the largest seafood show in North American. There was a lot of interest in the Port for the import and export of seafood. This show is built upon the Poultry Show in Atlanta that was held in January.

The Mexico Gulf Express was introduced along with watching a video created by Crowley as an introduction to the new line in which service will run between Tuxpan, Mexico and the Port of Gulfport.

GENERAL COUNSEL'S COMMENTS:

David Duhe' had no comments.

COMMISSIONERS' COMMENTS:

Commissioner Spear thanked the Port team for hosting a third-grade field trip for students at Saint Paul Elementary School. A special thank you to Errol, Ally and Melissa for making the field trip possible.

MDA'S COMMENTS:

Philip Carter was not in attendance.

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

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

(THE BOARD OF COMMISSIONERS ENTERED INTO EXECUTIVE SESSION AT APPROXIMATELY 9:37 A.M.)

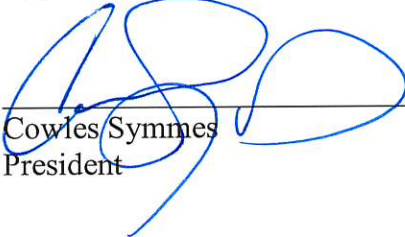
Commissioner Spear moved to come out of Executive Session. Commissioner Knesal seconded and the motion was unanimously approved.

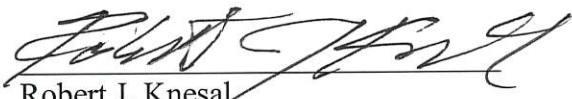
Commissioner Loughman stated that no action took place during the Executive Session.

Commissioner Loughman moved to adjourn.

The meeting adjourned at approximately 10:40 a.m.

Approved and Attested

  
Cowles Symmes  
President

  
Robert J. Knesal  
Secretary