

MISSISSIPPI PORT AUTHORITY
BOARD OF COMMISSIONERS
REGULAR MEETING

May 23, 2019

Minutes of the Mississippi State Port Authority Board of Commissioners Meeting,
Thursday, May 23, 2019 at 2510 14th 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

Staff: Jonathan Daniels, Executive Director/CEO
 Matthew Wypyski, Deputy Director/COO
 Nick Foto, Deputy Program Manager
 Tammy Salisbury, Assistant Comptroller
 Kim Aguiard, Marketing & Media Manager
 Mel Arsenault, Director of External Affairs
 Shawn Meyer, Director of Operations
 Carlos Bell, Director of Public Engagement
 Gary Pitcovich, Crane Manager

 Ben Stone, Legal Counsel
 David Duhe, Legal Counsel

Others: Philip Carter, MDA
 Michael Sheely, CH2MHill
 Bruce Newton, Digital Engineering
 Chris O'Brien, Seaman's Center
 Joey Beattie, Stewart Sneed Hewes
 Brian Smith, Watkins Eager
 Howard Page, NGCLT
 Ryan Bradley, MSCFU
 Cindy Lamb, PFI
 Greg Schruff, SSA

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.

PUBLIC COMMENTS:

There were no public comments.

Commissioner Norris moved to approve the April 18th Minutes. Commissioner Simpson seconded, and the motion was unanimously approved.

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

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

DISBURSEMENTS THROUGH MAY 01, 2019
BILLS FOR THE MONTHS OF APRIL AND MAY 2019 APPROVED AND PAID
FROM THE GROSS REVENUE FUND OF THE MS STATE PORT AUTHORITY AT GULFPORT

CHK#	VENDOR	DESCRIPTION	CHK AMT
54624	Kentwood Springs	Drinking Water	190.83
54625	AFLAC	Employee Deductions	1,597.32
54626	AGJ Systems & Networks, Inc.	Computer Maintenance	4,332.00
54627	Alexander, Van Loon, Sloan	FY 2018 Financial Audit Services	1,197.50
54628	All Seasons Farm Equipment Inc.	Blades for Bush Hog	268.56
54629	All Safe Technologies, LLC	Fire Alarm Monitoring	159.80
54630	Barefield Workplace Solutions, Inc.	Office Supplies	169.59
54631	Battery Sales & Service	Batteries	157.87
54632	Ben Nelson Golf & Utility Vehicles	Part for Golf Cart	60.61
54633	Biloxi Baseball LLC	Gulfport Night Sponsorship	274.00
54634	Chancellor, Inc.	Parts for Cranes	1,230.50
54635	City of Gulfport	Water	11,201.74
54636	Sun Coast Business Supply	Office Equipment	439.00
54637	Collection Services Center	Employee Deductions	90.06
54638	Collection Services Center	Employee Deductions	90.06
54639	Jonathan Daniels	Travel And Business Expenses	424.32
54640	State School Insurance Fund	Employee Deductions	16,231.22
54641	Federal Express Corp.	Express Mail Services	39.69
54642	Foliage Design Systems, Inc.	Interior Plant Maintenance	253.78
54643	Fuelman	Fuel for MSPA Vehicles	455.29
54644	Grainger, Inc.	Maintenance Supplies	2,668.33
54645	Guardian	Employee Deductions	1,602.49
54646	Whitney Bank Trust & Asset Management	Investment Advisory Service Fees	12,102.64
54647	Intermodal Assoc. of North America, Inc	Membership Dues	350.00
54648	Lowe's Home Center, Inc.	Small Equipment and Maintenance Supplies	1,113.76
54649	Mississippi Coast Crimestoppers, Inc.	Sponsorship	200.00
54650	Shawn Meyer	Travel Expenses	992.94
54651	Mississippi Ports Council, Inc	Membership Dues	5,000.00
54652	Mowrey Elevator Company of Florida, Inc.	Elevator Repair	1,137.50
54653	MSC Industrial Supply Company	Part for Metal Brake	148.00
54654	MS Dept. of Human Services CRDU	Employee Deductions	156.00
54655	MS Dept. of Human Services CRDU	Employee Deductions	156.00
54656	MS Pub. Employees Credit Union	Employee Deductions	320.00
54657	MS Pub. Employees Credit Union	Employee Deductions	320.00
54658	MS Water Resources	Membership Dues	600.00
54659	Necaise Locksmith	Lock for Chiquita Building	165.00
54660	Pass Road Mini Storage, LLC	Storage Unit Rent	180.00
54661	Legal Shield	Employee Deductions	30.91
54662	Redd Pest Solutions	Pest Control Services	90.00
54663	RJ Young Company, Inc.	Printer Maintenance	576.69
54664	Southern Printing & Silkscreen	Banners and Signs for Seaman Center Fundraiser	448.50
54665	Southern Admin. and Benefits	Monthly Service Fee	200.00
54666	Swetman Security Services, Inc.	Security Guard Services	60,566.26
54667	Southern Tire Mart, LLC	Backhoe Tire Repair	238.00

54668	United Way of South MS, Inc.	Employee Deductions	366.10
54669	Union Auto Parts	Maintenance Supplies	634.60
54670	Vision Service Plan	Employee Deductions	184.51
54671	Waste Management	Waste Removal Services	548.00
54672	Weaver Electric	Electrical Services	7,566.00
TRANSFERS			
04/26/19	Deferred Compensation	Employee Deductions	982.50
04/29/19	Public Employment Retirement	Retirement Match and Withheld	54,739.42
04/30/19	Federal Tax Deposit	Payroll Tax Deposit	27,005.92
			27,005.92
Total			\$20,253.81

DISBURSEMENTS THROUGH MAY 15, 2019
 BILLS FOR THE MONTHS OF APRIL AND MAY 2019 APPROVED AND PAID
 FROM THE GROSS REVENUE FUND OF THE MS STATE PORT AUTHORITY AT GULFPORT

CHK #	VENDOR	DESCRIPTION	CHK AMT
54673	AFLAC	Employee Deductions	1,597.32
54674	AGJ Systems & Networks, Inc.	Computer Equipment	23.00
54675	AirGas Gulf States	Oxygen Cylinder Rental	127.80
54676	Alimak Group USA Inc	Quarterly Crane Elevator Inspections	2,100.00
54677	Anytime Portables, LLC	Portable Restroom Services	255.00
54678	AT&T	Telephone Services	1,031.04
54679	Card Services	Travel Expenses	8,866.63
54680	Card Services	Travel Expenses	7,264.62
54681	Cintas Corporation	Employee Uniforms	503.69
54682	Classic Sports Catering	Business Development	8,112.50
54683	Collection Services Center	Employee Deductions	90.06
54684	C Spire Wireless	Radio/Cell Phone Services	1,159.10
54685	Jonathan Daniels	Travel and Business Expenses	136.10
54686	Federal Express Corp.	Express Mail Services	58.82
54687	Fuelman	Fuel for MSPA Vehicles	102.79
54688	Grainger, Inc.	Maintenance Supplies and A/C Unit	2,284.24
54689	Great Southern Club	Monthly Dues and Business Expenses	333.42
54690	Gulf Coast Business Supply, Inc.	Maintenance Supplies	190.88
54691	Hughes Supply	Repair Parts for A/C Unit	249.63
54692	MS State Treasurer Fund 3360900000	Telephone/Internet Services	541.56
54693	Konecranes, Inc.	Gottwald Crane #94 Repair	1,534.00
54694	Louis Smith Construction	Flooring for Restrooms	3,367.00
54695	Lowe's Home Center, Inc.	Maintenance Supplies	1,066.69
54696	Maritime Defense Strategy, LLC	Consulting Services	3,650.00
54697	Mayer Electric Supply Co., Inc.	Electrical Supplies	209.37
54698	MS Economic Development Council	Sponsorship	1,500.00
54699	MS Dept. of Human Services CRDU	Employee Deductions	156.00
54700	MS Power Company	Electricity	138,271.77
54701	MS Pub. Employees Credit Union	Employee Deductions	320.00
54702	National Crane Services, Inc.	Annual Inspection of Gottwald Crane	2,820.00
54703	Piltz, Williams, LaRosa & Co.	Registration Fee	150.00
54704	Legal Shield	Employee Deductions	30.91
54705	Raycom TV Broadcasting, Inc.	Advertising for Restoration Celebration	89.38
54706	RJ Young Company, Inc.	Copier Maintenance	970.02
54707	Society For Human Resource Management	Membership Dues	209.00
54708	Albert Signorelli III	Small Hand Tool Reimbursement	34.22
54709	The Sun Herald	Advertising	163.60
54710	Swetman Security Services, Inc.	Security Guard Services	30,664.83

54711	The Focus Group	Marketing Development for Restoration Celebration	343.75
54712	The Center for International Seamen	Sponsorship	1,000.00
54713	Waring Oil Company, LLC	Grease and Diesel Fuel	1,430.24
54714	Weaver Electric	Electrical Services	2,358.00
54715	DeeDee Wood	Registration Fee	155.00
54716	Wright National Flood Ins.	Flood Insurance	35,689.00
54717	Matthew Wypyski	Travel and Business Expenses	418.41
TRANSFERS			
050219 1739	Balch & Bingham Trust	Purchase of Cotton Compress Property	1,301,080.87
05/10/19	Deferred Compensation	Employee Deductions	982.50
05/15/19	Federal Tax Deposit	Payroll Tax Deposit	26,719.83
05/15/19	MS Department of Revenue	Sales Tax Payment	14,175.42
051519 1742	Arup Advisory, Inc	Professional Services	92,276.50
Total			<u><u>\$1,696,864.51</u></u>

FINAL CHECKLIST FOR MAY 23, 2019
BILLS FOR THE MONTH OF MAY 2019 APPROVED AND PAID
FROM THE GROSS REVENUE FUND OF THE MS STATE PORT AUTHORITY AT GULFPORT

CHK #	VENDOR	DESCRIPTION	CHK AMT
54718	Kentwood Springs	Drinking Water	241.34
54719	AGJ Systems & Networks, Inc.	Computer Maintenance	219.00
54720	Apple, Inc.	iPads	1,406.00
54721	Cable One, Inc.	Cable Services	135.67
54722	C Spire Business Solutions	Telephone and Internet Services	2,104.93
54723	Deluxe Cleaners, Inc.	Tablecloth Cleaning	96.30
54724	State School Insurance Fund	Employee Deductions	16,231.22
54726	Federal Express Corp.	Express Mailing Services	19.96
54727	Fuelman	Fuel for MSPA Vehicles	464.29
54728	Grainger, Inc.	Maintenance Supplies	271.82
54729	Guardian	Employee Deductions	1,602.49
54730	Hancock Bank	June Lease for Suite 1450	23,168.31
54731	Robert J. Knesal	Per Diem	40.00
54732	Lowe's Home Center, Inc.	Maintenance Supplies	378.79
54733	Mayer Electric Supply Co., Inc.	Proximity Switches for Cranes	2,593.48
54734	Shawn Meyer	Travel Expenses	548.02
54735	Jack Norris	Per Diem	40.00
54736	Pass Road Mini Storage, LLC	Storage Unit Rent	150.00
54737	Phillips Building Supply	Panels for Restroom Repairs	324.96
54738	Ports America, Inc.	Draying Dole Containers	72,039.69
54740	Redd Pest Solutions	Pest Control Services	90.00
54741	John Rester	Travel Expenses	523.04
54742	Eluse J. Roberts	Per Diem	40.00
54743	James C. Simpson, Jr.	Per Diem	80.00
54744	BXS Insurance, Inc.	Insurance	645.65
54745	Stuart C. Irby Co.	Electrical Supplies	1,140.00
54746	Vision Service Plan	Employee Deductions	184.51
54749	Matthew Wypyski	Travel and Business Expenses	805.45
Total			<u><u>\$ 125,584.92</u></u>

Commissioner Knesal moved to approve the following progress payments:

Balch & Bingham (\$74,532.79); Digital Engineering (\$77,736.00); G.A. West (\$244,567.10); QES, Inc. (\$857.50); Walters Diving & Marine (\$107,983.92); and W.C. Fore Trucking (\$105,834.10). Commissioner Norris seconded, and the motion was unanimously approved.

Commissioner Roberts moved to approve Cash Request #252 to CH2MHill (\$60,046.04); Eley Guild Hardy (\$36,180.50); and MSPA (\$62,560.67) for a total of \$158,787.21. Commissioner Simpson seconded, and the motion was unanimously approved.

OLD BUSINESS:

Commissioner Simpson moved to approve Change Order No. 1 with G.A. West & Co. under Contract No. 18-EN-05. Change Order 1 adds 34 days with no change in cost. Commissioner Roberts seconded and the motion was unanimously approved.

Commissioner Roberts moved to authorize an advertisement for bid for the fencing project at the Cotton Compress property. Commissioner Knesal seconded and the motion was unanimously approved.

Commissioner Knesal moved to authorize additional funding of \$44,000 for the oversight of the remediation process at the Cotton Compress property by Digital Engineering and Cypress Environmental Science & Engineering. Payments will be handled through Balch & Bingham on behalf of MSPA. Commissioner Norris seconded and the motion was unanimously approved.

Commissioner Simpson moved to approve a professional service agreement with Steward Sneed Hewes for Insurance Services for FY20-FY22. Commissioner Knesal seconded and the motion was unanimously approved.

Commissioner Knesal moved to approve a professional service agreement with Swetman Security for Security Services for FY20-FY22. Commissioner Norris seconded and the motion was unanimously approved.

Commissioner Simpson moved to approve a Lease Amendment with Hancock Whitney Bank which extends the lease and option to purchase the 33rd Street property until December 31, 2019. Commissioner Knesal seconded and the motion was unanimously approved.

PORT RESTORATION/ENGINEERING UPDATE:

Nick Foto, Deputy Program Manager gave a status update on current restoration projects.

OPERATIONS REPORT:

Director Daniels reported on the maritime activity for the month of April:

Vessels	16		Vehicles	11,743
TEU's	18,155		Railcar Count	614
Tonnage (short tons)	159,507			

In comparison from April of 2018, tonnage was down by 14%.

EXECUTIVE DIRECTOR'S REPORT:

With hurricane season fast approaching, we will hold our annual Hurricane Preparedness Meeting at 10:00 a.m. on May 29th with federal and regional partners.

We have closed on the acquisition of the Cotton Compress and many thanks to Balch & Bingham during this long process.

Jacobs CH is doing an evaluation on concession services with a possible partner.

The DEQ Hearing went well with good comments from interested citizens. MDEQ will make a decision in the next 4-6 weeks on our permit application for use of the 33rd Street property.

I attended a DOD Conference in Newport News, VA with Director of Ops Shawn Meyer and the SDD Command had extremely complimentary comments regarding our work to date and they look forward to future deployments.

GENERAL COUNSEL'S COMMENTS:

Ben Stone had no comments.

MDA'S COMMENTS:

Philip Carter had no comments.

COMMISSIONER COMMENTS:

Commissioner Simpson and Commissioner Rester want to make sure our landscaping efforts include the newly acquired Cotton Compress property.

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

Commissioner Knesal moved to enter Executive Session to discuss legal matters (pending litigation), real estate matters (property purchase) and personnel matters. Commissioner Roberts seconded and the motion was unanimously approved.

(THE BOARD OF COMMISSIONERS ENTERED INTO EXECUTIVE SESSION AT APPROXIMATELY 9:00 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 Simpson moved to adjourn. Commissioner Roberts seconded and the motion was unanimously approved.

The meeting adjourned at approximately 9:45 a.m.

Approved and Attested



John Rester
President



E.J. Roberts
Secretary