

MISSISSIPPI PORT AUTHORITY

BOARD OF COMMISSIONERS

REGULAR MEETING

September 23, 2021

Minutes of the Mississippi State Port Authority Board of Commissioners Meeting, Thursday, September 23, 2021, at 2510 14th Street, Suite 1450, Gulfport, Mississippi at which the following Commissioners and staff were present:

Commissioners: E.J. Roberts, President
Robert J. Knesal, Vice-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
Kim Purchner, Exec. Asst./HRO
DeeDee Wood, CFO
Errol LaRue, Govt. & Legal Affairs Manager
Kim Aguillard, Marketing & Media Manager
Shawn Meyer, Director of Operations
Mel Arsenault, Director of Grant/Workforce Dev.
Allison Chimenya, Marketing Specialist
Carlos Bell, Director of Public Engagement

Ben Stone, Legal Counsel
David Duhe, Legal Counsel

Others: Philip Carter, MDA (via telephone)
Michael Sheely, Jacobs Engineering
Dr. Kelly Lucas, USM
Bruce Newton, Digital Engineering
David Machado, Machado Patano Engineering
Joey Beattie, BSX Insurance

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 Carlos Bell, MSPA

PUBLIC COMMENTS:

There were no public comments.

Commissioner Simpson moved to approve the Minutes from August 26, 2021.
Commissioner Rester seconded, and the motion was unanimously approved.

Commissioner Rester moved to approve travel (Oct. 4-6) Nass, LaRue, Foto to Washington, DC; (Nov. 3-5) Nass to Houston, TX. Commissioner Knesal 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 SEPTEMBER 9, 2021

BILLS FOR THE MONTHS OF AUGUST AND SEPTEMBER 2021 APPROVED AND PAID
FROM THE GROSS REVENUE FUND OF THE MS STATE PORT AUTHORITY AT GULFPORT

CHK #	VENDOR	DESCRIPTION	CHK AMT
57565	ABB, Inc.	Crane Inspection and Maintenance	11,724.44
57566	AGJ Systems & Networks, Inc.	Computer Maintenance	4,637.50
57567	Sparklight	Internet Services	91.18
57568	CenterPoint Energy	Natural Gas Services	30.64
57569	CenterPoint Energy	Natural Gas Services	29.76
57570	City of Gulfport	Water	9,970.84
57571	Sun Coast Business Supply	Office Supplies	104.20
57572	Collection Services Center	Employee Deductions	90.06
57573	William A. Colgin II	Photography and Video Services	900.00
57574	Alvinter LLC	LED Lights for Spreaders	996.00
57575	Dean Jaramillo	Office Supplies	279.63
57576	East Beach Specialties, Inc.	Promotional Items	1,116.30
57577	Federal Express Freight	Freight Shipping Services for Reefer Plugs	1,779.31
57578	Fuelman	Fuel for MSPA Vehicles	389.82
57579	Goldin Metals, Inc.	Repair Supplies for Chiller Doors	651.54
57580	Grainger, Inc.	Sports Drinks	467.88
57581	MS State Treasurer Fund 3360900000	Telephone/Internet Services	191.80
57582	Kalmar USA, Inc.	Flipper Parts for Spreaders	2,712.49
57583	Lowe's Home Center, Inc.	Supplies for Chiller Repair	441.48
57584	Memorial Hospital at Gulfport	New Employee Screenings	120.00
57585	Metal Tech, Inc.	Parts to Elevate Electrical Panels for USM and DMR Piers	14,970.00
57586	MS Dept. of Human Services CRDU	Employee Deductions	156.00
57587	MS Gulf Coast Chamber of Comm.	Registration Fee	40.00
57588	MS Gulf Coast Chamber of Comm.	Registration Fee	60.00
57589	MS Power Company	Electricity	136,921.40
57590	MS Pub. Employees Credit Union	Employee Deductions	445.00
57591	Pass Road Mini Storage, LLC	Storage Unit Rent	180.00
57592	Phillips Building Supply	Supplies for Metal Repairs	1,560.00
57593	The Port Employees Assoc.	Employee Deductions	140.00
57594	Redd Pest Solutions	Pest Control Services	140.00
57595	RJ Young Company, Inc.	Printer Maintenance	482.56
57596	Norma Jean Soroe	Transcription Services	484.48
57597	Southern Printing & Silkscreen	Promotional Items	1,740.00
57598	Star Service Inc. of Mobile	HVAC/R Maintenance and Repair Services	621.00
57599	United Way of South MS, Inc.	Employee Deductions	267.76
57600	Greenheck Fan Corporation	Scnsor for Crowley A/C Repair	237.09
57601	Waste Management	Waste Removal Services	40,572.13
57602	Wright National Flood Ins.	Insurance	15,103.00
57603	Zoro Tools, Inc.	Maintenance Supplies	261.26
TRANSFERS			
08/27/21	Deferred Compensation	Employee Deductions	1,682.50
09/01/21	Federal Tax Deposit	Payroll Tax Deposit	27,806.66

09/03/21	State School Insurance Fund/DFA	09/2021 Employee Health and Life Insurance	19,233.72
09/07/21	Public Employment Retirement	Retirement Match and Withheld	62,374.56
		Total	<u>\$362,203.99</u>

FINAL CHECKLIST FOR SEPTEMBER 23, 2021
 BILLS FOR THE MONTHS OF AUGUST AND SEPTEMBER 2021 APPROVED AND PAID
 FROM THE GROSS REVENUE FUND OF THE MS STATE PORT AUTHORITY AT GULFPORT

CHK #	VENDOR	DESCRIPTION	CHK AMT
57604	Kentwood Springs	Drinking Water	383.49
57605	AFLAC	Employee Deductions	1,683.06
57606	AGJ Systems & Networks, Inc.	Computer Equipment	3,554.36
57607	AirGas Gulf States	Acetylene, Oxygen and Argon Cylinders	126.48
57608	AT&T Corp	Website Hosting	89.96
57609	Sparklight	Cable Services	178.96
57610	Chancellor, Inc.	Proxy Switches for Cranes	1,386.00
57611	City Electric Supply	Wiring for Reefer Plugs	882.00
57612	Sun Coast Business Supply	Office Supplies and Label Printer	420.22
57613	Core Logistical Solutions, LLC	Repair Parts for Dock Levelers	3,818.10
57614	Collection Services Center	Employee Deductions	90.06
57615	C Spire Wireless	Cell Phone Services	1,020.46
57616	C Spire Business Solutions	Telephone/Internet Services	2,837.71
57617	Cypress Environment & Infrastructure	Cotton Compress Remediation Services	4,426.25
57619	E Fire Southern, Inc.	Fire Extinguisher Inspections	744.25
57620	Emerald TC, LLC	Software Support	46.25
57621	Federal Express Corp.	Express Mail Services	161.01
57622	Fuelman	Fuel for MSPA Vehicles	548.15
57623	Grainger, Inc.	Fire Safe, TV Mount, Repair Supplies	1,952.59
57624	Great Southern Club	Monthly Dues and Business Expenses	139.68
57625	Guardian	Employee Deductions	1,814.92
57626	Gulf Coast Business Supply, Inc.	State and U.S. Flags	559.50
57627	Hancock Bank	October Lease for Suite 1450	25,316.64
57628	Kalmar USA, Inc.	Proxy Switches and Parts for Spreaders	1,936.30
57629	Robert J. Knesal	Per Diem	40.00
57630	McClatchy Company, LLC	Advertising	26.54
57631	Metal Tech, Inc.	Wharf Ladder and USM/DMR Pier Electrical Platforms	55,450.00
57633	MS Dept. of Human Services CRDU	Employee Deductions	156.00
57634	MS Pub. Employees Credit Union	Employee Deductions	445.00
57635	MSPA Petty Cash Fund	Replenish Petty Cash	126.15
57636	Department of Finance & Admin.	FY22 Tort Claim Assessments	8,093.50
57637	United Rentals (North America), Inc.	Genie Man Lift Repair	479.62
57638	Jack Norris	Per Diem	40.00
57639	David Palmer	Deck Spring for Mower	28.26
57640	Pass Road Mini Storage, LLC	Storage Unit Rent	155.00
57641	Legal Shield	Employee Deductions	118.61
57642	Puckett Machinery Company	Reseal Tilt Cylinder on Backhoe	540.80
57643	Redd Pest Solutions	Pest Control Services	160.00
57644	Eluse J. Roberts	Per Diem	40.00
57645	Rotolo Consultants, Inc. dba RCI	Landscape Services	1,902.89
57646	Seal Electrical, Inc.	Electrical Services	8,904.73
57647	Stericycle, Inc.	Document Shredding Services	120.90
57648	Sorg Printing, LLC	Truck Scale Tickets	470.00
57649	James C. Simpson, Jr.	Per Diem	40.00
57650	South Mississippi Business Machines	Copier Maintenance	569.00
57651	SSA Gulf Inc.	Office Trailer Rent for Cotton Compress	850.00

57652	Star Service Inc. of Mobile	HVAC/R Maintenance and Repair Services	438.00
57653	BXS Insurance, Inc.	Insurance	1,575,203.52
57654	Stuart C. Irby Co.	Replacement Monitor for Crane #1	1,500.00
57655	Swetman Security Services, Inc.	Security Guard Services	56,366.22
57656	Vision Service Plan	Employee Deductions	234.88
57657	Waste Management	Waste Removal Services	340.69
57658	Zoro Tools, Inc.	Maintenance Supplies	220.58

TRANSFERS

09/10/21	MS Department of Revenue	Employee Deductions	8,106.00
09/10/21	Deferred Compensation	Employee Deductions	1,682.50
09/15/21	Federal Tax Deposit	Payroll Tax Deposit	29,031.21
09/17/21	MS Department of Revenue	Sales Tax Payment	18,171.48
			\$1,824,168.48

Commissioner Knesal 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:

Steamship Agent: Christian Bay Shipping dba Fillette, Green Shipping Services; Wilhelmsen Ship Service

Commissioner Simpson moved to approve the following progress payments: Balch & Bingham (\$46,301.23); Cypress Environment & Infrastructure (\$6,361.75); Digital Engineering (\$42,886.50); and Moran Hauling (\$23,281.46). Commissioner Rester seconded, and the motion was unanimously approved.

Commissioner Knesal moved to approve Cash Request #295 to Eley Guild Hardy (\$50,154.05); MSPA (\$14,749.58) and Wharton Smith (\$763,915.60) for a total of \$828,819.23. Commissioner Rester seconded and the motion was unanimously approved.

Commissioner Rester moved to approve Cash Request #296 to CH2MHill for a total of \$39,858.18. Commissioner Simpson seconded and the motion was unanimously approved.

Commissioner Rester moved to approve Cash Request #297 to Wharton Smith for a total of \$104,899.24. Commissioner Knesal seconded and the motion was unanimously approved.

OLD BUSINESS:

Commissioner Rester moved to approve Change Order No. 7 for Wharton Smith, Inc. under Contract No. 020-HUD-049. Change Order No. 7 increases costs by \$9,455.28 with no change to the schedule. Commissioner Simpson seconded and the motion was unanimously approved.

Commissioner Rester moved to approve Change Order No. 8 for Wharton Smith, Inc. under Contract No. 020-HUD-049. Change Order No. 8 increases costs by \$8,439.23

with no change to the schedule. Commissioner Simpson seconded and the motion was unanimously approved.

Commissioner Knesal moved to authorize additional funding of \$90,000.00 to the United States Army Corps of Engineers for technical support and study guidance for Section 203 effort towards the channel deepening and widening project. Commissioner Simpson seconded and the motion was unanimously approved.

Commissioner Norris entered.....

Commissioner Simpson moved to approve a Professional Service Agreement with Machado-Patano Design Group for consulting engineering services related to the MARAD grant funded Port of Gulfport Access Road project. The estimated not to exceed cost for the design phase work is \$2,081,805.51. Commissioner Rester seconded and the motion was unanimously approved.

Commissioner Rester moved to approve Modification No. 7 to Work Order No. 1 with Digital Engineering under Contract No. 017-EN-04. Modification No. 7 adds funding of \$75,000.00 to the Work Order. Commissioner Simpson seconded and the motion was unanimously approved.

Commissioner Rester moved to authorize the negotiation of a professional service agreement with WSP for the preparation of a new strategic master plan. Commissioner Norris 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.

OPERATIONS REPORT:

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

Vessels	14		Vehicles	10,904
TEU's	13,749		Railcar Count	668
Tonnage (short tons)	149,208			

The TEU count is down 6% from August of 2020 but the Tonnage count is up 16% from that same time.

We've been extremely busy this month. The port has assisted tenant Edison Chouest with vessels from their South Louisiana location since Hurricane Ida. Many of their offshore supply vessels have been docked here due to the damage at Port Fouchon. We are doing whatever we can to help with this endeavor. We have also had military vessels in for loading/unloading of equipment.

EXECUTIVE DIRECTOR'S COMMENTS:

We are in the process of discussing potential leases and this will be discussed further in Executive Session.

Director Nass commented on his first tropical storm and commended the staff on their high level of professionalism in dealing with the system. They did a great job in preparation of the weather and our new construction fared well too.

We have examined the new Executive Orders regarding vaccine mandates and have found it does not apply to us.

We are working with USM on a UDA Grant and are being encouraged to apply. There is a 20% match of funds and we are looking into the process.

Kim Aguillard, Marketing & Media Manager, reported on the Inland River/Ports Conference on October 18-20. The Commissioners' Conference will be held Monday, October 18th. We will also host a port tour and open house the afternoon of the 20th. Port staff donated over \$300 worth of supplies to be sent to our friends in South Louisiana and this was sent through the One Coast Initiative.

GENERAL COUNSEL'S COMMENTS:

Ben Stone had no comments.

MDA'S COMMENTS:

Philip Carter had no comments.

COMMISSIONERS' COMMENTS:

Commissioner Simpson thanked Operations for their monthly reports and for their continued effort.

Commissioner Norris thanked staff for their assistance to Chouest and Port Fouchon and wants to do whatever we can to assist our partners.

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 legal matters (lease negotiations). Commissioner Rester seconded and the motion was unanimously approved.

(THE BOARD OF COMMISSIONERS ENTERED INTO EXECUTIVE SESSION AT APPROXIMATELY 2:45 P.M.)

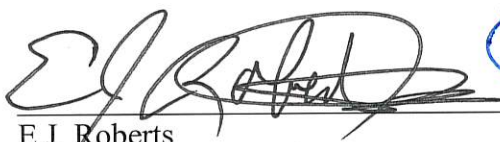
Commissioner Rester moved to come out of Executive Session. Commissioner Norris seconded and the motion was unanimously approved.

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

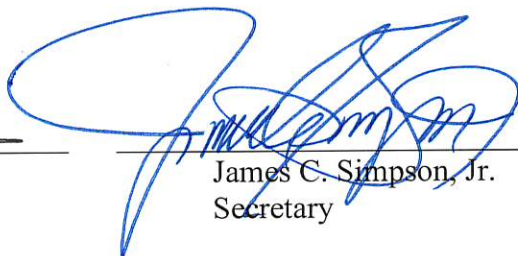
Commissioner Rester moved to adjourn.

The meeting adjourned at approximately 3:35 p.m.

Approved and Attested



E.J. Roberts
President



James C. Simpson, Jr.
Secretary