

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

**June 18, 2020**

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Minutes of the Mississippi State Port Authority Board of Commissioners Meeting,  
Thursday, June 18, 2020 at 2510 14<sup>th</sup> Street, Suite 1450, Gulfport, Mississippi at which  
the following Commissioners and staff were present:

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

Staff:                 Jonathan Daniels, Executive Director/CEO  
                          Matthew Wypyski, Deputy Director/COO  
                          Kim Purchner, Executive Asst./HRO  
                          John Webb, Director of Engineering  
                          Nick Foto, Deputy Program Manager  
                          DeeDee Wood, CFO  
                          Errol LaRue, Govt. & Legal Affairs Manager  
                          Gary Pitcovich, Crane Manager  
                          Shawn Meyer, Director of Operations  
                          Carlos Bell, Director of Public Engagement  
                          Mel Arsenault, Director of Workforce/Grant Development  
                          Ken Combs, Dock Manager

                          Ben Stone, Legal Counsel  
                          Brant Pettis, Legal Counsel

Others:               Philip Carter, MDA (via telephone)  
                          Bruce Newton, Digital Engineering  
                          Michael Sheely, Jacobs  
                          Dr. Gordon Cannon, USM  
                          Dr. Shannon Campbell, USM  
                          Kelly Lucas, USM  
                          Casey Funderburk, USM  
                          Dr. Joe Griffit, USM  
                          Pam Moeller, USM  
                          Pastor Chris O'Brien, Seaman's Center  
                          Kathy Eglund, EEECHO  
                          David Eglund, EEECHO  
                          Howard Page, North Gulfport Community Land Trust  
                          Kevin Cruso, Local 568  
                          Luke Newman, I.B.E.W. Local 903  
                          Steve Twedt, Neel Schaffer  
                          Brian Smith, Watkins Eager  
                          John Johnson, North Gulfport Civic, EEECHO

Commissioner Norris 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 Norris.

The invocation was led by Pastor Chris O'Brien of the International Seaman's Center.

PUBLIC COMMENTS:

Kathy Eglund, EEECHO voiced her concern over the port's use of the North Gulfport property.

Howard Page, North Gulfport Land Trust also voice concern over the port's use of the North Gulfport property.

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Dr. Shannon Campbell, USM, gave a presentation on the Ocean Task Force and the MS Blue Economy and the Port of Gulfport's part in both. Dr. Gordan Cannon presented outgoing Director Daniels with a framed print, expressing USM's gratitude for all he has contributed toward the blue economy and the USM movement towards same.

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Commissioner Simpson moved to approve the May 28<sup>th</sup> and June 9<sup>th</sup> Minutes. Commissioner Roberts seconded, and the motion was unanimously approved.

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

FINAL CHECKLIST FOR JUNE 18, 2020  
BILLS FOR THE MONTHS OF MAY AND JUNE 2020 APPROVED AND PAID  
FROM THE GROSS REVENUE FUND OF THE MS STATE PORT AUTHORITY AT GULFPORT

CHK#	VENDOR	DESCRIPTION	CHK AMT
56018	AFLAC	Employee Deductions	1,783.42
56019	AirGas Gulf States	Acetylene, Oxygen and Argon Cylinder Rentals	110.75
56020	Ben Nelson Golf & Utility Vehicles	Brakes for Golf Cart	85.76
56021	Sparklight	Cable Services	161.42
56022	Card Services	Website Security Renewal	99.00
56023	Allison Chimanya	Business Expense	125.25
56024	City of Gulfport	Water	11,747.73
56025	Sun Coast Business Supply	Office Supplies	275.26
56026	Collection Services Center	Employee Deductions	90.06
56027	William A. Colgin II	Drone Video and Stills	840.00
56028	Cresco Inc.	Chiller Repairs	14,227.41
56029	C Spire Wireless	Cellphone Services	1,123.72
56030	C Spire Business Solutions	Telephone and Internet Services	2,965.18
56031	Dade Lift Industrial, LLC	Indicator Lights for Crane Spreaders	3,552.00
56032	Jonathan Daniels	Business Expense	69.93
56034	Federal Express Corp.	Express Mail Services	46.90
56035	Fuelman	Fuel for MSPA Vehicles	296.56
56036	Great Southern Club	Monthly Dues	90.00
56037	Gulf Coast Business Supply, Inc.	Office Supplies	299.00
56038	John W. Harmon	Annual Elevator Inspections	373.00
56039	MS State Treasurer Fund 3360900000	Telephone and Internet Services	215.60
56040	Inland Rivers, Ports & Terminals, Inc.	Membership Dues	825.00
56041	Robert J. Knesal	Per Diem	80.00
56042	Lowe's Home Center, Inc.	Materials for Ramp at Cotton Compress	246.16
56043	MS Economic Development Council	Membership Dues	225.00
56044	Meltwater News US Inc.	Media Monitoring Service Renewal	5,000.00
56045	Monster Subs & Sandwiches, Inc.	BOC Meeting	33.46
56046	MSC Industrial Supply Company	Slip Roll Tool	822.97
56047	MS Dept. of Human Services CRDU	Employee Deductions	156.00
56048	MS Power Company	Electricity	109,740.11

56049	MS Pub. Employees Credit Union	Employee Deductions	320.00
56050	MSPA Petty Cash Fund	Replenish Petty Cash	37.18
56051	Naylor, LLC	Advertising	2,726.03
56052	Necaise Locksmith	Lockset and Parts for Locks	225.00
56053	United Rentals (North America), Inc.	Boom Lift Rental	692.00
56054	Jack Norris	Per Diem	80.00
56055	Pass Road Mini Storage, LLC	Storage Unit Rent	155.00
56056	Legal Shield	Employee Deductions	183.36
56057	PTW	Tire Repair for Shuttle Wagon	217.38
56058	Puckett Machinery Company	Electric Lift Rental	1,537.50
56059	Quadient Finance USA, Inc	Postage	1.00
56060	Ray Weaver	Electrical Repair Services	768.00
56061	Redd Pest Solutions	Pest Control Services	90.00
56062	RJ Young Company, Inc.	Printer and Copier Maintenance	1,345.68
56063	Eluse J. Roberts	Per Diem	120.00
56064	Rotolo Consultants, Inc. dba RCI	Landscaping Services	939.52
56065	James C. Simpson, Jr.	Per Diem	80.00
56066	Norma Jean Soroe	Professional Services	494.48
56067	Stuart C. Irby Co.	Snag Load Sensors for Cranes	2,555.75
56068	The Sun Herald	Advertising	428.34
56069	Swetman Security Services, Inc.	Security Guard Services	32,868.40
56070	Southern Tire Mart, LLC	Tires for Unit 3 and Shuttlewagon Tire Repair	776.38
56071	United States Postal Service	P.O. Box Service Fee	254.00
56072	Volkert, Inc	Professional Services	570.00
56073	Vulcan Construction Materials, LLC	Limestone	2,357.90
56074	Waste Management	Waste Removal Services	704.70
56075	Zoro Tools, Inc.	Bathroom Faucets	335.48

CHECKS DATED 06/03/20 AND RELEASED PRIOR TO SCHEDULED CHECK RUN

55821	Sparklight	Internet Services	91.18
55822	CenterPoint Energy	Natural Gas Services	27.92
55823	Collection Services Center	Employee Deductions	90.06
55824	C Spire Business Solutions	Telephone/Internet Services	2,977.53
55825	MS Dept of Human Services CRDU	Employee Deductions	156.00
55826	MS Pub Employees Credit Union	Employee Deductions	320.00
55827	Kim Purchner	Business Expenses	54.85
55828	Sam's Club	Business Expenses	195.26
55829	Angela Shortt	Safety Supplies	221.88
55830	United Way of South MS, Inc	Employee Deductions	344.02

TRANSFERS

05/28/20	Public Employment Retirement	Retirement Match and Withheld	52,718.11
06/04/20	Deferred Compensation	Employee Deductions	957.50
06/05/20	MS Department of Revenue	Employee Deductions	7,976.00
06/10/20	Federal Tax Deposit	Payroll Tax Deposit	26,100.93
06/17/20	MS Department of Revenue	Sales Tax Payment	10,180.73
		Total	<u>\$308,981.70</u>

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Commissioner Simpson moved to approve the Port User Licenses, pending receipt of all fees and insurance documents. Commissioner Roberts seconded and the motion was unanimously approved.

The following items were approved:

RENEWAL LICENSES:

Vendors: All Crane Rental; Arrow Sysco Food Services; Auto Chlor Services; Dockside Services; Eagle Energy, Inc.; Gulf Marine & Industrial Supplies, Inc.; Kirby Inland Marine; Maymar Marine Supply; Wrist USA (World Ship Supply)

Steamship Agent: Biehl & Company; Dole Fresh Fruit; General Steamship Corporation; Norton Lilly International; GAC Shipping

Pilot: Stanley Fournier; Murrell Hilton, II; Robert Wren

Stevedores: CSA Equipment Co., LLC; Ports America Gulfport, Inc.

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Commissioner Roberts moved to approve the following progress payments: Balch & Bingham (\$198,665.55) and Digital Engineering (\$46,707.00). Commissioner Simpson seconded, and the motion was unanimously approved.

Commissioner Simpson moved to approve Cash Request #269 to CH2MHill (\$40,952.01); Eley Guild Hardy (\$13,532.00); and MSPA (\$536,288.30) for a total of \$590,772.31. Commissioner Roberts seconded and the motion was unanimously approved.

OLD BUSINESS:

Commissioner Roberts moved to approve a professional service agreement with Maritime Defense Strategy for maritime security services. Four proposals were received and evaluated by staff members. The agreement is for 3 years with a 2-year renewal option. Commissioner Simpson seconded and the motion was unanimously approved.

Commissioner Simpson moved to approve a professional service agreement with RCI (Rotolo Consultants) for landscaping maintenance services. Two proposals were received and evaluated by staff members. The agreement is for 3 years with a 2-year renewal option. Commissioner Roberts seconded and the motion was unanimously approved.

Commissioner Roberts moved to approve a professional service agreement with AVL for audit services. Three proposals were received and evaluated by staff members. The agreement is for 3 years with a 2-year renewal option. Commissioner Simpson seconded and the motion was unanimously approved.

Commissioner Simpson moved to approve Amendment 17 with CH2MHill under Contract No. 518-C. Amendment 17 adds \$100,000.00 to the contract. Commissioner Roberts seconded and the motion was unanimously approved.

Commissioner Roberts moved to approve Amendment 1 to the Letter of Intent with YILPORT. Amendment 1 adds 180 days. Commissioner Simpson seconded and the motion was unanimously approved.

A discussion took place regarding gaming rent due during COVID-19 closure for Island View that will be paid in installments.

The action item regarding a Lease Termination Agreement with McDermott was removed from the agenda with no objection.

NEW BUSINESS:

Commissioner Roberts authorized the issuance of a Request for Production for IT Services for ongoing maintenance, IT security and consulting services. Commissioner Simpson seconded and the motion was unanimously approved.

Commissioner Simpson moved to approve a payment of \$50,000 to the USACOE for additional technical support related to the deepening and widening of the federal navigation channel. Commissioner Roberts seconded and the motion was unanimously approved.

Commissioner Simpson moved to approve the FY21 Operating Budget as presented. Commissioner Roberts seconded and the motion was unanimously approved.

Commissioner Roberts moved to authorize the issuance of a RFP for HVAC and A/C Services on the Port. Commissioner Simpson seconded and the motion was unanimously approved.

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PORT RESTORATION/ENGINEERING UPDATE:

John Webb and Nick Foto gave status updates on current restoration and engineering projects.

OPERATIONS REPORT:

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

Vessels	13		Vehicles	8,970
TEU's	11,952		Railcar Count	510
Tonnage (short tons)	114,042			

The TEU count is 25% below the May 2019 count and tonnage is down 38% from May 2019.

A video presentation was shown with Gary Pitcovich, Crane Manager which discussed the procedure for the MSPA Cranes prior to a tropical storm/hurricane event.

Ken Combs, Jr. is retiring at the end of June and was recognized for his 20 years of service to the Port of Gulfport.

EXECUTIVE DIRECTOR'S REPORT:

We are the recipients of two grant awards – one is with Gulf Coast Regional Planning and consists of funding for traffic management studies for \$250,000. We will be looking at a transportation and congestion mitigation plan from the Port, all the way to I-10. The second grant is through our partnership with USM, has two aspects and we are a subrecipient. First, a strategic planning process that marries our commercial activity with our military activity. Secondly, we will work in partnership with USM to hold a global port security conference that will be held sometime in 2021.

In recent talks with Crowley, they have had some very special cargo – frozen poultry to Cuba. Right now, it's a one-shot or two-shot deal but could lead to something more.

Director Daniels thanked the Commission and staff for their leadership and friendship during his tenure and leaves the Port of Gulfport with pride in what has been accomplished.

MDA'S COMMENTS:

Philip Carter thanked Director Daniels for his valiant efforts with the restoration project and wished him well.

COMMISSIONERS' COMMENTS:

All Commissioners individually expressed their gratitude to Director Daniels and will look back fondly at the successes.

GENERAL COUNSEL'S COMMENTS:

Ben Stone and Brant Pettis both wished Director Daniels the best and mentioned the port was so much better off for having him here for the last seven years.

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

Commissioner Simpson moved to enter into Executive Session to discuss legal matters (ongoing litigation) and a personnel matter. Commissioner Roberts seconded and the motion was unanimously approved.

(THE BOARD OF COMMISSIONERS ENTERED INTO EXECUTIVE SESSION AT APPROXIMATELY 2:35 P.M.)

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

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

*Commissioner Roberts left the meeting.*

Commissioner Simpson moved to place the McDermott Lease Termination Agreement back on the agenda. Commissioner Rester seconded and the motion was unanimously approved.


Commissioner Simpson moved to approve a Lease Termination Agreement with McDermott International. This document was originally approved on April 2, 2020 as a Memorandum of Understanding but was never fully executed. Commissioner Rester seconded and the motion was unanimously approved.

Commissioner Simpson moved to adjourn.

The meeting adjourned at approximately 3:20 p.m.

Approved and Attested

  
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Jack Norris  
President

  
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Robert J. Knesal  
Secretary