

MISSISSIPPI PORT AUTHORITY
BOARD OF COMMISSIONERS
REGULAR MEETING

October 22, 2020

Minutes of the Mississippi State Port Authority Board of Commissioners Meeting,
Thursday, October 22, 2020 at 2510 14th Street, Suite 1450, Gulfport, Mississippi at
which the following Commissioners and staff were present:

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

Staff: 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
Carlos Bell, Public Outreach Director
Shawn Meyer, Director of Operations
Kim Aguillard, Marketing & Media Manager
Allison Chimenya, Marketing Specialist
Mel Arsenault, Workforce/Grant Director

Ben Stone, Legal Counsel
David Duhe, Legal Counsel
Mark Bond, Legal Counsel

Others: Philip Carter, MDA (via phone)
Brian Smith, Watkins Eager
Michael Sheely, Jacobs Engineering
David Bowman, Neel-Schaffer, Inc.
Brad Patano, Machado Patano
Kreg Overstreet, Garver, LLC
Jeff May, Michael Baker
Don Mason, Pickering
Bruce Newton, Digital Engineering
Cindy Lamb, Pickering Firm

Commissioner Norris noted the presence of a quorum and called the meeting to order at approximately 1:05 p.m.

The Pledge of Allegiance was led by Commissioner Norris.

The invocation was led by Carlos Bell, MSPA.

PUBLIC COMMENTS:

There were no public comments.

Commissioner Simpson moved to approve the October 7th and September 24th Minutes. Commissioner Roberts seconded, and the motion was unanimously approved.

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

DISBURSEMENTS THROUGH OCTOBER 07, 2020

BILLS FOR THE MONTHS OF SEPTEMBER AND OCTOBER 2020 APPROVED AND PAID
FROM THE GROSS REVENUE FUND OF THE MS STATE PORT AUTHORITY AT GULFPORT

CHK #	VENDOR	DESCRIPTION	CHK AMT
56413	A-1 Elevator Service, LLC	Quarterly Elevator Maintenance	4,002.00
56414	AirGas Gulf States	Argon Cylinder	89.67
56415	Alimak Group USA Inc	Replacement Elevator Relays for Cranes	643.14
56416	All Safe Technologies, LLC	Fire Alarm Monitoring	159.80
56417	Anytime Portables, LLC	Portable Restroom Services	510.00
56418	Sparklight	Internet Services	91.18
56419	CenterPoint Energy	Natural Gas Services	29.72
56420	CenterPoint Energy	Natural Gas Services	28.84
56421	Sun Coast Business Supply	Office Supplies	276.81
56422	Collection Services Center	Employee Deductions	90.06
56423	Federal Express Corp.	Express Mail Services	28.96
56424	Fuelman	Fuel for MSPA Vehicles	368.23
56425	Great Southern Club	Monthly Dues	90.00
56426	Gulf Coast Business Supply, Inc.	Office Supplies	62.64
56427	MS State Treasurer Fund 3360900000	Telephone/Internet Services	194.28
56428	Isco Metals & Supply, LLC	Steel for Maintenance Repairs	652.00
56429	Kalmar USA, Inc.	Replacement Landing Pads for Spreaders	5,029.24
56430	Lowe's Home Center, Inc.	Maintenance Supplies	697.30
56431	MS Dept. of Human Services CRDU	Employee Deductions	156.00
56432	MS Power Company	Electricity	125,020.39
56433	MS Pub. Employees Credit Union	Employee Deductions	320.00
56434	Department of Finance & Admin.	FY21 Tort Claims Assesments	9,853.51
56435	Naylor, LLC	Advertising	2,726.03
56436	Pass Road Mini Storage, LLC	Storage Unit Rent	180.00
56437	PTW	Tire Repair for Unit #7	143.95
56438	Quadient Finance USA, Inc	Postage	564.00
56439	RJ Young Company, Inc.	Copier Maintenance	879.24
56440	Southern Admin. and Benefits	Monthly Service Fee	200.00
56441	Southern Admin. and Benefits	Employee Status Change Amendment	300.00
56442	United Way of South MS, Inc.	Employee Deductions	282.76
56443	Vulcan Construction Materials, LLC	Limestone FOR Cotton Compress and Set Out Yard	7,712.56
56444	Waring Oil Company, LLC	Diesel Fuel	576.74
56445	Waste Management	Waste Removal Services	1,558.17
56446	Weaver Electric	Electrical Services	141.00
TRANSFERS			
09/25/20	Deferred Compensation	Employee Deductions	1,007.50
09/29/20	Public Employee Retirement	Retirement Match and Withheld	54,648.03
09/30/20	Federal Tax Deposit	Payroll Tax Deposit	23,405.18
10/02/20	State School Insurance Fund/DFA	10/2020 Employee Health and Life Insurance	17,334.26
Total			<u>\$260,053.19</u>

FINAL CHECKLIST FOR OCTOBER 22, 2020

BILLS FOR THE MONTHS OF SEPTEMBER AND OCTOBER 2020 APPROVED AND PAID
FROM THE GROSS REVENUE FUND OF THE MS STATE PORT AUTHORITY AT GULFPORT

CHK#	VENDOR	DESCRIPTION	CHK AMT
56447	Kentwood Springs	Drinking Water	285.74
56448	AFLAC	Employee Deductions	1,783.42
56449	AGJ Systems & Networks, Inc.	Motherboards for Cranes	595.36
56450	AirGas Gulf States	Acetylene, Oxygen and Argon Cylinders	295.41
56451	Alexander, Van Loon, Sloan	Audit Services	24,500.00
56452	AT&T Corp	Website Hosting	157.96
56453	Ben Nelson Golf & Utility Vehicles	Tires for Golf Cart	440.00
56454	Sparklight	Cable Services	161.42
56455	Card Services	Domain Renewal, Sprinkler System Parts and Gloves	3,163.03
56456	Sun Coast Business Supply	Office Supplies	159.95
56457	Collection Services Center	Employee Deductions	90.06
56458	Cornett Bolt & Screw	Maintenance Supplies	2,011.76
56459	C Spire Wireless	Cellphone Services	957.93
56460	C Spire Business Solutions	Telephone/Internet Services	2,958.15
56462	Federal Express Corp.	Express Mail Services	58.01
56463	Fuelman	Fuel for MSPA Vehicles	174.79
56464	Grainger, Inc.	Replacement Fuses for Cranes	219.20
56465	Guardian	Employee Deductions	1,591.90
56466	Hancock Bank	November Lease for Suite 1450	24,579.26
56467	Whitney Bank Trust & Asset Management	Investment Advisory Service Fees	17,385.44
56468	Robert J. Knesal	Per Diem	40.00
56469	Lowe's Home Center, Inc.	Maintenance Supplies	324.77
56470	MS Dept. of Human Services CRDU	Employee Deductions	156.00
56471	MS Pub. Employees Credit Union	Employee Deductions	320.00
56472	Jack Norris	Per Diem	40.00
56473	Odgers Berndtson, LLC	Executive Director Search Retainer	26,666.68
56474	Pass Road Mini Storage, LLC	Storage Unit Rent	155.00
56475	Gary Pitcovich	Supplies for Crane Repair	73.27
56476	Legal Shield	Employee Deductions	158.46
56477	Puckett Machinery Company	Electric Lift	22,500.00
56478	Redd Pest Solutions	Pest Control Services	90.00
56479	RJ Young Company, Inc.	Copier and Printer Maintenance	559.06
56480	Eluse J. Roberts	Per Diem	40.00
56481	Rotolo Consultants, Inc. dba RCI	Landscape Services	1,662.19
56482	James C. Simpson, Jr.	Per Diem	40.00
56483	Norma Jean Soroe	Transcription Services	514.48
56484	BXS Insurance, Inc.	Insurance	1,411,078.43
56485	Stuart C. Irby Co.	Transformer for Electrical Platform #2	13,538.50
56486	Vision Service Plan	Employee Deductions	207.79
56487	Waste Management	Waste Removal Services	758.98
56488	Zoro Tools, Inc.	Small Hand Tools and Maintenance Supplies	126.50
56489	IDEMIA	TWIC Card for Brian Wyatt Sandidge	125.25
TRANSFERS			
10/08/20	Deferred Compensation	Employee Deductions	1,007.50
10/09/20	MS Department of Revenue	Employee Deductions	6,992.00
10/14/20	MS Department of Revenue	Sales Tax Payment	13,210.22
10/14/20	Federal Tax Deposit	Payroll Tax Deposit	23,194.52
Total			<u>\$1,605,148.39</u>

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:

Vendor: Mike’s Wholesale Tire Repair

Steamship Agent: Seagull Marine Inc.

Commissioner Roberts moved to approve the following progress payments: Balch & Bingham (\$41,068.97) and Digital Engineering (\$100,689.75). Commissioner Rester seconded, and the motion was unanimously approved.

Commissioner Simpson moved to approve Cash Request #278 to CH2MHill (\$27,517.59); Eley Guild Hardy (\$49,260.50); MSPA (\$14,505.53) and Wharton Smith (\$775,259.31) for a total of \$866,542.93. Commissioner Rester seconded and the motion was unanimously approved.

OLD BUSINESS:

Commissioner Rester moved to approve a contract award to Star Services (only responder) for HVAC and Refrigeration repairs and service. The contract has a not to exceed amount of \$44,280 annually and has a two-year renewal option. Commissioner Simpson seconded and the motion was unanimously approved.

Commissioner Rester moved to authorize contract negotiations with Machado-Patano for Professional Engineering Consulting and Design Services for the Port of Gulfport Access Road Project. Commissioner Roberts seconded and the motion was unanimously approved.

Commissioner Rester moved to approve Amendment No. 3 with Balch & Bingham under Contract No. 18-FD-04. Amendment No. 3 adds an attorney rate for specialized services regarding the CFIUS process. Commissioner Knesal seconded and the motion was unanimously approved.

NEW BUSINESS:

Commissioner Rester moved to authorize an advertisement for bid for the Cotton Compress site improvements. Commissioner Simpson seconded and the motion was unanimously approved.

PORT RESTORATION/ENGINEERING UPDATE:

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

OPERATIONS REPORT:

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

Vessels	20		Vehicles	8,766
TEU’s	16,232		Railcar Count	478
Tonnage (short tons)	192,644		Tugs	24
			Barges	27

The TEU count was down 5% from September of 2019 and the Tonnage count was up 5%.

We have a 7,000-foot stretch of the channel that needs to be cleaned up and dredged and the USCOE has reported they should get started on that in the next week or two.

We had leaders of NOAA visit the port last week to get updated on the status of the Ocean Enterprise Facility. NOAA will be the main tenant in that facility.

MDA'S COMMENTS:

Philip Carter had no comments.

GENERAL COUNSEL'S COMMENTS:

Ben Stone had no comments.

COMMISSIONERS' COMMENTS:

Commissioner Norris visited with the NOAA leaders during their status update last week and was very pleased with how focused and interested they are in the Ocean Enterprise Facility.

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 Executive Session to discuss real estate matters (lease matter) and a personnel matter. Commissioner Rester seconded and the motion was unanimously approved.

(THE BOARD OF COMMISSIONERS ENTERED INTO EXECUTIVE SESSION AT APPROXIMATELY 1:45 P.M.)

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

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

Commissioner Rester moved to adjourn.

The meeting adjourned at approximately 3:40 p.m.

Approved and Attested



Jack Norris
President



Robert J. Knesal
Secretary