

MISSISSIPPI PORT AUTHORITY
BOARD OF COMMISSIONERS
REGULAR MEETING

December 17, 2020

Minutes of the Mississippi State Port Authority Board of Commissioners Meeting,
Thursday, December 17, 2020 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: Matthew Wypyski, Deputy Director/COO
Kim Purchner, Executive Asst./HRO
Nick Foto, Deputy Program Manager
DeeDee Wood, CFO
Errol LaRue, Govt. & Legal Affairs Manager
John Webb, Director of Engineering
Shawn Meyer, Director of Operations
Kim Aguillard, Marketing & Media Manager
Allison Chimenya, Marketing Specialist
Tammy Salisbury, Asst. Comptroller

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

Others: Philip Carter, MDA (via phone)
Brian Smith, Watkins Eager (via phone)
Michael Sheely, Jacobs Engineering
Bruce Newton, Digital Engineering
Joey Beattie, BXS
Andy Kilgore, USM

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 Commissioner Roberts.

The annual rotation of officers took place:

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

PUBLIC COMMENTS:

There were no public comments.

An update on Hurricane Zeta damages was given by Joey Beattie, BXS Insurance.

Commissioner Rester moved to approve the November 19th Minutes. Commissioner Norris seconded, and the motion was unanimously approved.

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

DISBURSEMENTS THROUGH DECEMBER 02, 2020
BILLS FOR THE MONTHS OF NOVEMBER AND DECEMBER 2020 APPROVED AND PAID
FROM THE GROSS REVENUE FUND OF THE MS STATE PORT AUTHORITY AT GULFPORT

CHK #	VENDOR	DESCRIPTION	CHK AMT
56572	All Safe Technologies, LLC	Fire Alarm Monitoring	159.80
56573	Paul D. Jamerson	Lights for Guard Shack	4,464.00
56574	Chancellor, Inc.	Repair Supplies for Cotton Compress Shed	422.13
56575	City of Gulfport	Water	6,168.54
56576	Sun Coast Business Supply	Office Supplies	136.54
56577	Collection Services Center	Employee Deductions	90.06
56578	Foliage Design Systems, Inc.	Interior Plant Maintenance	253.78
56579	Fuelman	Fuel for MSPA Vehicles	128.56
56580	Grainger, Inc.	Maintenance Supplies	312.48
56581	Guardian	Employee Deductions	1,591.90
56582	Gulf Coast Business Supply, Inc.	Office Supplies	497.05
56583	MS State Treasurer Fund 3360900000	Telephone/Internet Services	232.94
56584	Kalmar USA, Inc.	Spreader Plug Upgrades for Cranes	26,220.75
56585	Lands' End, Inc	Employee Uniforms	635.38
56586	Lowe's Home Center, Inc.	Maintenance and Repair Supplies	671.50
56587	MS Dept. of Human Services CRDU	Employee Deductions	156.00
56588	MS Pub. Employees Credit Union	Employee Deductions	320.00
56589	Pass Road Mini Storage, LLC	Storage Unit Rent	180.00
56590	Gary Pitcovich	Supplies for Crane Repairs	20.39
56591	Redd Pest Solutions	Pest Control Services	90.00
56592	RJ Young Company, Inc.	Copier and Printer Maintenance	2,261.64
56593	Sage Software, Inc.	Software Renewal	2,758.00
56594	Norma Jean Soroe	Transcription Services	384.48
56595	United Way of South MS, Inc.	Employee Deductions	282.76
56596	Vision Service Plan	Employee Deductions	202.43
56597	Waste Management	Waste Removal Services	24.90
56598	John Webb	TWIC Card Renewal	125.25
56599	DeeDee Wood	Annual CPA License Renewal	115.49
56600	Zoro Tools, Inc.	Maintenance Supplies and Dock Bumpers for Shed 2	612.44
TRANSFERS			
11/19/20	MS Department of Revenue	Sales Tax Payment	10,382.12
11/20/20	Deferred Compensation	Employee Deductions	1,007.50
11/25/20	Federal Tax Deposit	Payroll Tax Deposit	22,574.87
Total			<u>\$83,483.68</u>

FINAL CHECKLIST FOR DECEMBER 17, 2020

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

CHK#	VENDOR	DESCRIPTION	CHK AMT
56601	ABB, Inc.	Repairs and Parts for Cranes	13,433.92
56602	Sage Abra	Tax Forms	172.12
56603	AFLAC	Employee Deductions	1,783.42
56604	Battery Sales & Service	Batteries for Shuttlewagon	167.92
56605	Sparklight	Internet Services	61.78
56606	Card Services	Zoom Conference Software	149.90
56607	CenterPoint Energy	Natural Gas Services	28.84
56608	CenterPoint Energy	Natural Gas Services	102.87
56609	Chancellor, Inc.	Repair and Maintenance Supplies	3,045.61
56610	Cintas Corporation	Employee Uniforms	319.80
56611	City of Gulfport	Water	4,044.82
56612	Collection Services Center	Employee Deductions	90.06
56613	Collection Services Center	Employee Deductions	90.06
56614	C Spire Wireless	Cell Phone Services	1,072.21
56615	C Spire Business Solutions	Telephone/Internet Services	2,958.23
56617	Eagle Energy, Inc.	Grease for Cranes and Diesel Fuel	1,000.86
56618	Federal Express Corp.	Express Mail Services	80.14
56619	Fuelman	Fuel for MSPA Vehicles	348.98
56620	Great Southern Club	Monthly Dues	90.00
56621	Hancock Bank	January Lease for Suite 1450	24,579.26
56622	Isco Metals & Supply, LLC	Rebar for Repairs	280.00
56623	J.E.M., LLC	Repair Sewer Force Main	11,630.00
56624	Robert J. Knesal	Per Diem	120.00
56625	Lowe's Home Center, Inc.	Replacement Equipment for Guard Shack	3,940.50
56626	Maze, LLC	Labor and Parts to Repair Security Cameras	1,946.58
56627	MS Economic Development Council	Membership Dues	225.00
56628	MS Dept. of Human Services CRDU	Employee Deductions	156.00
56629	MS Dept. of Human Services CRDU	Employee Deductions	156.00
56630	MS Gulf Coast Chamber of Comm.	Membership Dues	375.00
56631	MS Power Company	Electricity	227,697.85
56632	MS Pub. Employees Credit Union	Employee Deductions	320.00
56633	MS Pub. Employees Credit Union	Employee Deductions	320.00
56634	United Rentals (North America), Inc.	Boom Lift Rental	988.00
56635	Jack Norris	Per Diem	120.00
56636	Pass Road Mini Storage, LLC	Storage Unit Rent	155.00
56637	Legal Shield	Employee Deductions	158.46
56638	Precision Movers, LLC	Move and Set Up Office Trailer for Cotton Compress	2,800.00
56639	Puckett Machinery Company	Tires for Backhoe	683.40
56640	Redd Pest Solutions	Pest Control Services	90.00
56641	Eluse J. Roberts	Per Diem	80.00
56642	Rob't J. Baggett, Inc.	Trolley Rope Adjustment for Crane #1	2,438.10
56643	Rotolo Consultants, Inc. dba RCI	Landscape Services	3,014.12
56644	James C. Simpson, Jr.	Per Diem	120.00
56645	Southern Exteriors Fence Co.	Security Fencing and Repairs	20,020.56
56646	Southern Admin. and Benefits	Monthly Service Fee	200.00
56647	Southern Admin. and Benefits	Employee Deductions	20,732.92
56648	SSA Gulf Inc.	Office Trailer Rent for Cotton Compress	637.50
56649	BXS Insurance, Inc.	Insurance	111.54
56650	Swetman Security Services, Inc.	Security Guard Services	98,134.53
56651	Waste Management	Waste Removal Services	6,924.36
56652	Weaver Electric	Electrical Services	11,911.00

56653	Zoro Tools, Inc.	Maintenance Supplies	247.52
TRANSFERS			
12/03/20	State School Insurance Fund/DFA	12/2020 Employee Health and Life Insurance	17,835.26
12/04/20	Deferred Compensation	Employee Deductions	1,007.50
12/07/20	Public Employment Retirement	Retirement Match and Withheld	54,530.50
12/09/20	Federal Tax Deposit	Payroll Tax Deposit	22,481.64
12/10/20	MS Department of Revenue	Employee Deductions	7,006.00
12/15/20	MS Department of Revenue	Sales Tax Payment	13,629.38
Total			<u><u>\$586,845.02</u></u>

Commissioner Norris 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:

Vendors: A3M Vacuum Service, Inc.; D.A. Marine Fumigation, Inc.; Waste Pro of Mississippi, Inc. (f/k/a Delta Sanitation of MS, LLC; Glenn Machine Works, Inc.; Services International, Inc. (Transfer Company); LNJ Services, Inc.; Liz & Nomie’s Gourmet

Commissioner Knesal moved to approve the following progress payments: Balch & Bingham (\$49,991.85) and Digital Engineering (\$180,881.00). Commissioner Norris seconded, and the motion was unanimously approved.

Commissioner Norris moved to approve Cash Request #280 to CH2MHill (\$30,947.31); Eley Guild Hardy (\$44,076.75); MSPA (\$13,464.91) and Wharton Smith (\$1,164,340.34) for a total of \$1,252,829.31. Commissioner Knesal seconded and the motion was unanimously approved.

OLD BUSINESS:

Commissioner Rester moved to approve Change Order No. 1 to Contract No. 020-HUD-049 with Wharton Smith, Inc. Change Order No. 1 decreases costs by \$1,061,131.00. Commissioner Norris seconded and the motion was unanimously approved.

Commissioner Simpson entered.....

Commissioner Knesal moved to approve Change Order No. 2 to Contract No. 020-HUD-049 with Wharton Smith, Inc. Change Order No. 2 increases costs by \$4,328.62 with no change in schedule. Commissioner Norris seconded and the motion was unanimously approved.

Commissioner Knesal moved to approve Modification No. 5 to Work Order No. 1 under Contract No. 017-EN-04 with Digital Engineering. Modification No. 5 adds \$150,000.00 to the professional service agreement. Commissioner Simpson seconded and the motion was unanimously approved.

Commissioner Simpson moved to approve an Addendum to the Memorandum of Understanding with NOARC. The Addendum validates accuracy of NOARC generated hydrographic data with MSPA officials, the USACE and the U.S. Coast Guard with no cost to the port involved. Commissioner Knesal seconded and the motion was unanimously approved.

NEW BUSINESS:

Commissioner Norris moved to approve a 1% increase to the MS Pilots Association, effective January 1, 2021 and elevated Apprentice Pilot Capt. Murrell Hilton, III to Full Pilot. Pilot Stanley Fournier is retiring December 31, 2020. Commissioner Rester seconded and the motion was unanimously approved.

Commissioner Rester moved to authorize the issuance of an RFP for Development of a Strategic Plan for the MS Defense Initiative OEA Grant. 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 November:

Vessels	17		Vehicles	9,344
TEU's	14,621		Railcar Count	722
Tonnage (short tons)	153,155		Tugs	53
			Barges	49

In comparison with November of last year, the TEU count is up 3% and tonnage count is up 6%.

The dredge boat is still in the Sound. The Coast Guard is keeping them on site for an additional 60 days, possibly due to more shoaling locations.

We were included in the recent WRDA Bill for deepening and widening the channel. The 2022 WRDA Bill will hopefully include appropriations.

MDA'S COMMENTS:

Philip Carter had no comments.

GENERAL COUNSEL'S COMMENTS:

Ben Stone thanked Commissioners and Port Staff for the past year and wished everyone a Merry Christmas.

COMMISSIONERS' COMMENTS:

Commissioner Rester thanked Port Staff as they continue to work well together without a Director and dealing with COVID and hurricanes.

Commissioner Knesal thanked Commissioner Rester for his participation with staff and in the search for a new Director.

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 real estate matters (lease extension, lease amendment and potential property purchase), legal matters (YILPORT LOI) and a personnel matter. Commissioner Rester seconded and the motion was unanimously approved.

(THE BOARD OF COMMISSIONERS ENTERED INTO EXECUTIVE SESSION AT APPROXIMATELY 2:20 P.M.)

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

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

Commissioner Rester moved to amend the agenda to add the extension of the Letter of Intent with YILPORT. Commissioner Knesal seconded and the motion was unanimously approved.


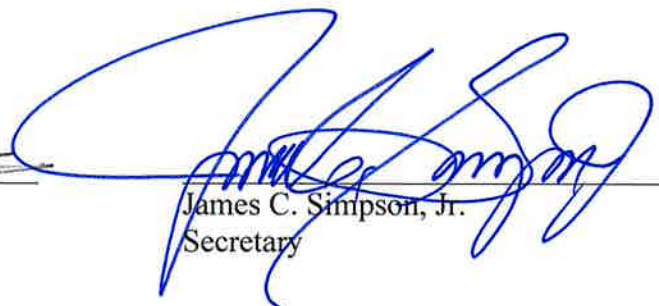
Commissioner Rester moved to approve the extension of the Letter of Intent with YILPORT through January 31, 2021. Commissioner Knesal seconded and the motion passed with the Commissioners voting as follows:

Commissioner Rester	Affirmative
Commissioner Knesal	Affirmative
Commissioner Simpson	Negative
Commissioner Norris	Affirmative

Commissioner Rester moved to adjourn.

The meeting adjourned at approximately 3:25 p.m.

Approved and Attested

	
E.J. Roberts President	James C. Simpson, Jr. Secretary