

# MISSISSIPPI PORT AUTHORITY

## BOARD OF COMMISSIONERS

### REGULAR MEETING

**March 25, 2021**

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Minutes of the Mississippi State Port Authority Board of Commissioners Meeting,  
Thursday, March 25, 2021 at 2510 14<sup>th</sup> 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  
Shawn Meyer, Director of Operations  
Mel Arsenault, Director of Grant/Workforce Development  
Carlos Bell, Director of Public Engagement  
Kim Aguillard, Marketing & Media Manager  
Allison Chimenya, Marketing Specialist

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

Others: Jon Nass, Upcoming MSPA CEO/Executive Director  
Philip Carter, MDA  
Brian Smith, Watkins Eager  
Michael Sheely, Jacobs Engineering  
Howard Page, North Gulfport Community Land Trust  
Mark Lishen, EGH  
Dr. Kelly Lucas, USM

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 led by Carlos Bell, MSPA.

#### PUBLIC COMMENTS:

There were no public comments.

Commissioner Simpson moved to approve the February 25, 2021 Minutes.  
 Commissioner Knesal seconded, and the motion was unanimously approved.

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

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DISBURSEMENTS THROUGH MARCH 10, 2021  
 BILLS FOR THE MONTHS OF FEBRUARY AND MARCH 2021 APPROVED AND PAID  
 FROM THE GROSS REVENUE FUND OF THE MS STATE PORT AUTHORITY AT GULFPORT

CHK#	VENDOR	DESCRIPTION	CHK AMT
56863	AirGas Gulf States	Argon Cylinder	89.67
56864	Alimak Group USA Inc	Quarterly Crane Elevator Inspections	2,190.00
56865	All Signs, Inc.	Electrical Platform Signs	268.91
56866	AT&T Corp	Website Hosting	89.96
56867	City of Gulfport	Water	6,142.44
56868	Sun Coast Business Supply	Office Supplies	51.45
56869	Collection Services Center	Employee Deductions	90.06
56870	C Spire Wireless	Cell Phone Services	1,029.87
56871	E Fire Southern, Inc.	USM Fire Alarm System Replacement Part	150.00
56872	ESL Power Systems, Inc.	Reefer Plugs	12,143.35
56873	Federal Express Corp.	Express Mail Services	25.55
56874	Foliage Design Systems, Inc.	Interior Plant Maintenance	507.56
56875	Fuelman	Fuel for MSPA Vehicles	444.78
56876	Mike Gartman Transfer Service	Duplicate Payment Refund	100.00
56877	Great Southern Club	Monthly Dues and Business Expenses	110.25
56878	Gulf Coast Business Supply, Inc.	New MS State Flag for Board Room	67.43
56879	John W. Harmon	Annual Elevator Inspections	1,093.00
56880	MS State Treasurer Fund 3360900000	Telephone/Internet Services	215.95
56881	Jerry's Lawn Mower Sales	Lawnmower Parts	25.99
56882	Lowe's Home Center, Inc.	Maintenance and Repair Supplies	415.14
56883	MS Dept. of Human Services CRDU	Employee Deductions	156.00
56884	MS Power Company	Electricity	113,242.54
56885	MS Pub. Employees Credit Union	Employee Deductions	320.00
56886	Pass Road Mini Storage, LLC	Storage Unit Rent	335.00
56887	Legal Shield	Employee Deductions	118.61
56888	Puckett Machinery Company	Electric Lift Rental	431.25
56889	Redd Pest Solutions	Pest Control Services	90.00
56890	RJ Young Company, Inc.	Copier/Printer Maintenance	1,361.80
56891	Rotolo Consultants, Inc. dba RCI	Landscape Services	928.22
56892	Albert Signorelli III	External CD ROM Drive for Crane Camera Programs	26.62
56893	Norma Jean Soroe	Transcription Services	454.48
56894	Southern Admin. and Benefits	Monthly Service Fee	200.00
56895	Star Service Inc. of Mobile	HVAC/R Maintenance and Repair Services	15,181.68
56896	The Sun Herald	Advertising	24.12
56897	Swetman Security Services, Inc.	Security Guard Services	31,340.86
56898	United Way of South MS, Inc.	Employee Deductions	272.76
56899	Waste Management	Waste Removal Services	707.50
56900	Weaver Electric	Electrical Services	863.00
CHECKS DATED 03/03/21 AND RELEASED PRIOR TO SCHEDULED CHECK RUN			
55836	CenterPoint Energy	Natural Gas Services	29.74
55837	CenterPoint Energy	Natural Gas Services	113.00
TRANSFERS			
02/26/21	Deferred Compensation	Employee Deductions	1,032.50
03/03/21	State School Insurance Fund/DFA	03/2021 Employee Health and Life Insurance	17,814.74

03/03/21	Federal Tax Deposit	Payroll Tax Deposit	23,632.43
03/04/21	Public Employment Retirement	Retirement Match and Withheld	53,520.36
03/08/21	MS Department of Revenue	Sales Tax Payment	10,670.89
03/10/21	MS Department of Revenue	Employee Deductions	6,678.00
		Total	<u>\$304,797.46</u>

FINAL CHECKLIST FOR MARCH 25, 2021

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

CHK#	VENDOR	DESCRIPTION	CHK AMT
56901	ABB, Inc.	Replacement Breakers for Cranes	1,471.20
56902	Kentwood Springs	Drinking Water	276.36
56903	AFLAC	Employee Deductions	1,683.06
56904	AGJ Systems & Networks, Inc.	Computer Maintenance and Equipment	5,147.20
56905	AirGas Gulf States	Acetylene, Oxygen and Argon Cylinders	117.87
56906	All Safe Technologies, LLC	Fire Alarm Monitoring	159.80
56907	AT&T Corp	Website Hosting	89.96
56908	Battery Sales & Service	Battery for Unit #10	74.51
56909	B.E.A.R.	Lift Station Repair and Crane #1 Gantry Motor Repair	4,185.50
56910	Birmingham Rail & Locomo. Inc.	Supplies for Railroad Repair	262.00
56911	Sparklight	Cable Services	178.96
56912	Card Services	Conference Registration Fees	700.00
56913	Card Services	Maintenance Supplies for Cranes	242.81
56914	CenterPoint Energy	Natural Gas Services	28.85
56915	Chancellor, Inc.	Fluorescent Bulbs	305.68
56916	City of Gulfport	Water	3,933.34
56917	Collection Services Center	Employee Deductions	90.06
56918	C Spire Business Solutions	Telephone/Internet Services	2,962.19
56920	Federal Express Corp.	Freight Shipping Services for Reefer Plugs	747.75
56921	Federal Express Corp.	Express Mail Services	82.02
56922	Foliage Design Systems, Inc.	Interior Plant Maintenance	253.78
56923	Fuelman	Fuel for MSPA Vehicles	292.76
56924	Global Equipment Co., Inc.	Fan Motor for Refrigerator Repair and Safety Paint	175.28
56925	Grainger, Inc.	Maintenance Supplies	355.26
56926	Hancock Bank	April Lease for Suite 1450	25,316.64
56927	Jacob Holliman	Reimbursement for Dental Insurance	37.30
56928	Isco Metals & Supply, LLC	Repair Supplies for Portable Restrooms	1,916.00
56929	Robert J. Knesal	Per Diem	80.00
56930	MS Dept. of Human Services CRDU	Employee Deductions	156.00
56931	MS Pub. Employees Credit Union	Employee Deductions	320.00
56932	Jack Norris	Per Diem	80.00
56933	Odgers Berndtson, LLC	Executive Director Search Expenses	20,909.56
56934	Pass Road Mini Storage, LLC	Storage Unit Rent	155.00
56935	Eluse J. Roberts	Per Diem	80.00
56936	Rotolo Consultants, Inc. dba RCI	Landscape Services	1,099.74
56937	James C. Simpson, Jr.	Per Diem	80.00
56938	Specialty Hose & Fabrication	Street Sweeper Parts	85.36
56939	SSA Gulf Inc.	Office Trailer Rent for Cotton Compress	850.00
56940	Stuart C. Irby Co.	Repair Parts for Lift Station	283.40
56941	The Sun Herald	Advertising	750.00
56942	Vision Service Plan	Employee Deductions	184.57
56943	Volkert, Inc	Professional Services	2,081.12
56944	Vulcan Construction Materials, LLC	Limestone for Cotton Compress	779.28
56945	Waste Management	Waste Removal Services	458.68
56946	Zoro Tools, Inc.	Maintenance Supplies	2,221.75

TRANSFERS

03/12/21	Deferred Compensation	Employee Deductions	1,032.50
03/17/21	Federal Tax Deposit	Payroll Tax Deposit	23,504.71
		Total	<u>\$106,277.81</u>

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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: Transmarine Navigation Corp.; Tricon Steamship Agency, Inc.

Stevedore: SSA Gulf

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Commissioner Rester moved to approve the following progress payments: Balch & Bingham (\$98,852.68) and Digital Engineering (\$80,976.25). Commissioner Simpson seconded, and the motion was unanimously approved.

Commissioner Knesal moved to approve Cash Request #283 to CH2MHill (\$41,553.83); Eley Guild Hardy (\$61,965.44); MSPA (\$13,149.86) and Wharton Smith (\$1,121,903.12) for a total of \$1,238,572.25. Commissioner Rester seconded and the motion was unanimously approved.

Commissioner Rester moved to approve payment of \$25,000.00 to the Florida Caribbean Cruise Association for annual membership. Commissioner Norris seconded and the motion was unanimously approved.

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OLD BUSINESS:

Commissioner Norris moved to award the Information Technology Service contract to AGJ Systems and Networks. Commissioner Simpson seconded and a discussion ensued. No vote was taken.

Commissioner Simpson moved to table the award for Information Technology Services until additional information is gathered. Commissioner Rester seconded and the motion was unanimously approved.

Commissioner Rester moved to approve Modification No. 13 of the Subrecipient Agreement R115-06. Modification No. 13 transfers \$200,000 from one category to another – “Construction incl. CM” to “Program Management”. Commissioner Norris seconded and the motion was unanimously approved.

Commissioner Rester moved to approve Change Order No. 3 with Wharton Smith, Inc. under Contract No. 020-HUD-049. Change Order No. 3 increases costs by \$1,330, 696.03 with no added time. Commissioner Norris seconded and the motion was unanimously approved.

Commissioner Norris moved to approve a contract award to Southern Exteriors Fence Co. for fence repairs from Hurricane Zeta. Southern Exteriors was the lowest and best bidder with a bid amount of \$187,720.90. Commissioner Knesal seconded and the motion was unanimously approved.

NEW BUSINESS:

Commissioner Knesal moved to approve Work Orders 16 and 17 with Digital Engineering under Contract No. 17-EN-04. Work Order 16 has a not to exceed cost of \$16,736.00 for security fencing and Work Order 17 has a not to exceed cost of \$8,074.00 for East Pier water and sewer line repair. Commissioner Rester seconded and the motion was unanimously approved.

Commissioner Rester moved to authorize the issuance of an RFP for electrical services. Commissioner Knesal seconded, and the motion was unanimously approved.

PORT RESTORATION/ENGINEERING UPDATE:

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 February 2021:

Vessels	13		Vehicles	9,633
TEU's	14,468		Railcar Count	720
Tonnage (short tons)	164,283			

The TEU count is up by 1,100 in January and February. The Tonnage count is down 3% from 2020 but up by 20,000 in January and February so we are hopeful that numbers in 2021 are on an upward trend.

Matt Wypyski, Deputy Director, gave updates on channel dredging and on the OEF building. He also welcomed Jon Nass as the incoming Executive Director/CEO, effective June 1, 2021.

MDA'S COMMENTS:

Philip Carter also welcomed Jon Nass and looks forward to a continued partnership between MDA and the port.

GENERAL COUNSEL'S COMMENTS:

Ben Stone had no comments.

COMMISSIONERS' COMMENTS:

Commissioner Simpson thanked the Governor, the Lt. Governor and Speaker for the gracious welcome yesterday in Jackson as the Commissioners introduced Jon Nass. He also thanked MDA staff for their generous welcome. The Commission is looking forward to Jon's employment with the port and thanked the entire staff for their efforts during the last 8 months without a director. Commissioner Simpson also thanked Nick Foto, MSPA, Michael Sheely, Jacobs Engineering and EGH Architects for their efforts towards today's Change Order.

Commissioners Norris, Roberts and Knesal echoed Commissioner Simpson's comments with Commissioner Knesal adding appreciation to Commissioner Rester for his momentous efforts in leading the recruitment for a new director.

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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 negotiations), legal matters (litigation) 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 Norris seconded and the motion was unanimously approved.

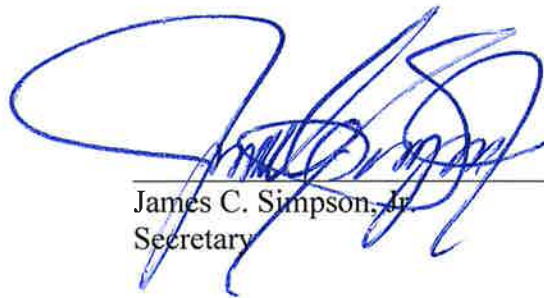
Commissioner Roberts stated that no action took place during Executive Session.

Commissioner Simpson moved to adjourn.

The meeting adjourned at approximately 3:45 p.m.

Approved and Attested

  
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E.J. Roberts  
President

  
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James C. Simpson, Jr.  
Secretary