

MISSISSIPPI PORT AUTHORITY
BOARD OF COMMISSIONERS
REGULAR MEETING

May 27, 2021

Minutes of the Mississippi State Port Authority Board of Commissioners Meeting, Thursday, May 27, 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: Matthew Wypyski, Deputy Director/COO
Kim Purchner, Executive Asst./HRO
Nick Foto, Deputy Program Manager
DeeDee Wood, CFO
Errol LaRue, Govt. & Legal Affairs Manager
Gary Pitcovich, Crane Manager
Shawn Meyer, Director of Operations
Mel Arsenault, Director of Grant/Workforce Development
Allison Chimenya, Marketing Specialist

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

Others: Jamie Miller, MDA
Philip Carter, MDA (via telephone)
Brian Smith, Watkins Eager
Michael Sheely, Jacobs Engineering
Jon Nass
William Collins, LBO
Dr. Kelly Lucas, USM

Robert Wren, Gulfport Pilots
Murrell Hilton, Gulfport Pilots
Nikki Johns, AGJ
Max A. Hutchinson, AGJ
John Weres, Gresham Smith
Greg Schruff, SSA Gulf

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 DeeDee Wood, MSPA.

PUBLIC COMMENTS:

There were no public comments.

Commissioner Knesal moved to approve the Minutes from April 22, 2021, and May 12, 2021. Commissioner Rester seconded, and the motion was unanimously approved.

Commissioner Rester moved to approve travel (May 13-14) Meyer, Pitcovich to Beaumont, TX; (May 19-20) Nass to Jackson, MS. Commissioner Simpson seconded and the motion was unanimously approved.

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

DISBURSEMENTS THROUGH MAY 11, 2021
BILLS FOR THE MONTHS OF APRIL AND MAY 2021 APPROVED AND PAID
FROM THE GROSS REVENUE FUND OF THE MS STATE PORT AUTHORITY AT GULFPORT

CHK#	VENDOR	DESCRIPTION	CHK AMT
57049	AGJ Systems & Networks, Inc.	Computer Maintenance and Equipment	5,112.49
57050	Alexander, Van Loon, Sloan	Audit Services	435.00
57051	All Signs, Inc.	Sign Repair	240.00
57052	Anytime Portables, LLC	Portable Restroom Services	227.38
57053	Battery Sales & Service	Battery for Welder	62.18
57054	Centro, Inc.	Replacement Laser Collision Sensor for Crane #2	6,999.82
57055	Certex USA, Inc.	Replacement Hoist Ropes for Crane #2	12,390.20
57056	Chancellor, Inc.	Electrical Supplies	1,138.85
57057	Sun Coast Business Supply	Office Supplies	858.31
57058	Collection Services Center	Employee Deductions	90.06
57059	Consolidated Electrical Distributors, Inc	LED Tube Lights for Shed 2	906.00
57060	Dept. of Finance & Admin.	MMRS Quarterly Charges	254.75
57061	Federal Express Corp.	Express Mail Services	59.73
57062	Ferguson Enterprises LLC #20	Repair Parts for Electrical Platform #15 A/C Unit	224.26
57063	Foliage Design Systems, Inc.	Interior Plant Maintenance	253.78
57064	Fuelman	Fuel for MSPA Vehicles	315.30
57065	Great Southern Club	Monthly Dues	99.00
57066	Greenfield Products, LLC	Semi-Automatic Spreader Bar for Cranes	31,000.00
57067	Gulfport Industrial Supply, Inc.	Employee Life Vests	2,250.00
57068	MS State Treasurer Fund 3360900000	Telephone/Internet Services	185.77
57069	J.E.M., LLC	Locate Repair Points for Water Line	6,630.00
57070	MS-JS, Inc DBA Johnstone Supply of Gpt	POE Oil for Crowley A/C Repair	100.72
57071	Kalmar USA, Inc.	Replacement Parts for Spreaders/Cranes	14,088.02
57072	Leidos C/O JLL	Overpayment Refund	8,999.98
57073	Lowe's Home Center, Inc.	Tarps and Maintenance Supplies	387.60
57074	Marine Technology Society, Inc	Oceans in Action Sponsorship	20,000.00
57075	Maritime Defense Strategy, LLC	Consulting Services	3,650.00
57076	Mayer Electric Supply Co., Inc.	Powerport Pedestals for DMR Pier	4,650.00
57077	McClatchy Company, LLC	Advertising	25.88
57078	MS Dept. of Human Services CRDU	Employee Deductions	156.00
57079	MS Power Company	Electricity	125,899.01
57080	MS Pub. Employees Credit Union	Employee Deductions	320.00
57081	Pass Road Mini Storage, LLC	Storage Unit Rent	180.00
57082	Legal Shield	Employee Deductions	118.61
57083	Redd Pest Solutions	Pest Control Services	90.00
57084	RJ Young Company, Inc.	Copier and Printer Maintenance	1,361.82
57085	Schully Strawn and Associates, Inc.	Control Board for Dole A/C Unit	943.55

57086	Sorg Printing, LLC	Business Cards	51.00
57087	Norma Jean Soroe	Transcription Services	404.48
57088	Southern Admin. and Benefits	Monthly Service Fee	200.00
57089	SSA Gulf Inc.	Office Trailer Rent for Cotton Compress	850.00
57090	Star Service Inc. of Mobile	HVAC/R Maintenance and Repair Services	2,545.01
57091	Swetman Security Services, Inc.	Security Guard Services	29,522.80
57092	United Way of South MS, Inc.	Employee Deductions	267.76
57093	Union Auto Parts	Maintenance Supplies	291.51
57094	Greenheck Fan Corporation	Condenser Motor and Fan Blades for Dole A/C Unit	1,071.34
57095	Vacuum Truck Sales & Service, LLC	Extension Hose for Street Sweeper	714.35
57096	Waste Management	Waste Removal Services	546.50
57097	John Webb	Travel Expenses	182.59
57098	Zoro Tools, Inc.	Rain Gear and Maintenance/Repair Supplies	870.60

CHECKS DATED 04/22/21 AND RELEASED PRIOR TO SCHEDULED CHECK RUN

57039	Guardian	Employee Deductions	1,591.51
57040	Paul Williams	TWIC Card	125.25

CHECKS DATED 05/05/21 AND RELEASED PRIOR TO SCHEDULED CHECK RUN

57041	Sparklight	Internet Services	91.18
57042	City of Gulfport	Water	6,258.44
57043	Collection Services Center	Employee Deductions	90.06
57044	MS Dept. of Human Services CRDU	Employee Deductions	156.00
57045	MS Pub. Employees Credit Union	Employee Deductions	320.00
57046	Waste Management	Waste Removal Services	740.70
57047	CenterPoint Energy	Natural Gas Services	28.85
57048	CenterPoint Energy	Natural Gas Services	28.85

TRANSFERS

04/23/21	Deferred Compensation	Employee Deductions	1,032.50
04/28/21	Federal Tax Deposit	Payroll Tax Deposit	24,440.77
05/05/21	State School Insurance Fund/DFA	05/2021 Employee Health and Life Insurance	18,174.26
05/06/21	Public Employment Retirement	Retirement Match and Withheld	53,898.91
05/07/21	Deferred Compensation	Employee Deductions	1,032.50
05/10/21	MS Department of Revenue	Employee Deductions	6,852.00
Total			<u>\$403,083.79</u>

FINAL CHECKLIST FOR MAY 27, 2021

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

CHK#	VENDOR	DESCRIPTION	CHK AMT
57105	A-I Elevator Service, LLC	Service Call to Reset Elevator at Chiquita	260.00
57106	ABB, Inc.	Replacement E-Stops for Cranes	3,515.20
57107	Kentwood Springs	Drinking Water	277.05
57108	AFLAC	Employee Deductions	1,683.06
57109	AirGas Gulf States	Acetylene, Oxygen and Argon Cylinders	123.61
57110	All Safe Technologies, LLC	Fire Alarm Monitoring	159.80
57111	Melanie J. Arsenault	Travel Expenses	20.32
57112	Card Services	Hard Drives for Cranes, Disposable Gloves, Software Subscription	636.58
57113	Collection Services Center	Employee Deductions	90.06
57114	Consolidated Electrical Distributors, Inc	Repair Parts for DMR Pier	700.20
57115	Cornett Bolt & Screw	Supplies for USM & DMR Pier Electrical Platforms	6,038.00
57117	Elavon, Inc.	Veriphone Credit Card Machine for Truck Scales	538.00
57118	Ewing/Kessler Parts & Supply, LLC	Fan Blade and Motor for Crowley HVAC	390.67
57119	Federal Express Corp.	Express Mail Services	63.63
57120	Federal Express Freight	Freight Shipping Services for Reefer Plugs	1,435.45
57121	Foliage Design Systems, Inc.	Interior Plant Maintenance	253.78
57122	Fuelman	Fuel for MSPA Vehicles	217.84
57123	Guardian	Employee Deductions	2,051.77

57124	Hancock Bank	June Lease for Suite 1450	25,316.64
57125	Intermodal Assoc. of North America	Membership Dues	350.00
57126	Robert J. Knesal	Per Diem	80.00
57127	Lamar Texas Limited Partnership	Advertising - National Maritime Month	1,040.00
57128	Lowe's Home Center, Inc.	Toilet for Customs Restroom	536.71
57129	McClatchy Company, LLC	Advertising	99.42
57131	MS Dept. of Human Services CRDU	Employee Deductions	156.00
57132	MS Pub. Employees Credit Union	Employee Deductions	320.00
57133	Jack Norris	Per Diem	120.00
57134	Pass Road Mini Storage, LLC	Storage Unit Rent	155.00
57135	Paul Bridges & Assoc., LLC	Recalibration of Load Cells for Crane #3	2,045.65
57136	Pop Brothers LLC	Maritime Day Celebration	775.00
57137	Quadient Leasing USA Inc	Postage Machine Rent	195.57
57138	Randolph C. Helland	Consulting Services	1,722.67
57139	John Rester	Business Expenses	391.70
57140	Eluse J. Roberts	Per Diem	80.00
57141	Rotolo Consultants, Inc. dba RCI	Landscape Services	1,025.25
57142	Stericycle, Inc.	Document Shredding Services	713.89
57143	Siemens Industry, Inc.	Check Parameters in HVAC System at Dole, Chiquita & Crowley	853.00
57144	James C. Simpson, Jr.	Per Diem	80.00
57145	Southern Printing & Silkscreen	Emergency Stop Signage for Cranes	474.00
57146	Southern Admin. and Benefits	Monthly Service Fee	200.00
57147	Star Service Inc. of Mobile	HVAC/R Maintenance and Repair Services	2,289.00
57148	United Way of South MS, Inc.	Employee Deductions	267.76
57149	Greenheck Fan Corporation	Solenoid Valve for Crowley HVAC	416.69
57150	Vision Service Plan	Employee Deductions	267.33
57151	Vulcan Construction Materials, LLC	Limestone for 19th Street Property	3,953.52
57152	Weaver Electric	Electrical Services	8,473.16
57153	DeeDee Wood	Registration Fees for CPA Continuing Education	325.00
57154	Wright National Flood Ins.	Insurance	37,902.00
57155	Zoro Tools, Inc.	Sports Drinks	398.18
CHECKS DATED 05/19/21 AND RELEASED PRIOR TO SCHEDULED CHECK RUN			
57099	AT&T Corp	Website Hosting	89.96
57100	Sparklight	Cable Services	178.96
57101	City of Gulfport	Water	4,138.36
57102	C Spire Wireless	Cell Phone Services	1,009.50
57103	Cspire Business Solutions	Telephone/Internet Services	2,976.36
57104	Waste Management	Waste Removal Services	24.90
TRANSFERS			
05/12/21	MS Department of Revenue	Sales Tax Payment	15,882.08
05/17/21	Jonathan Nass	Consulting Services	25,000.00
05/21/21	Deferred Compensation	Employee Deductions	1,232.50
05/25/21	Federal Tax Deposit	Payroll Tax Deposit	24,486.24
Total			\$184,497.02

There were no licenses for this month's meeting.

Commissioner Knesal moved to approve the following progress payments: Balch & Bingham (\$72,509.82), Digital Engineering (\$70,466.50), Jacobs Engineering (\$30,435.47), Moran Hauling (\$79,724.00); and Moran Hauling (\$179,293.97). Commissioner Rester seconded, and the motion was unanimously approved.

Commissioner Norris moved to approve Cash Request #285 to CH2MHill (\$75,725.98); Eley Guild Hardy (\$55,100.50); MSPA (\$14,072.80) and Wharton Smith (\$1,927,534.39) for a total of \$2,072,433.67. Commissioner Simpson seconded and the motion was unanimously approved.

For placement in the minutes, a Notification of Closure Letter from FEMA was presented. This letter officially closes out the MSPA's Public Assistance Grant related to Hurricane Nate, FEMA-4350-DR-MS.

OLD BUSINESS:

Commissioner Rester moved to approve a professional service agreement to Hancock Whitney Bank for Investment Advisory Services. This is a 3-year contract with the option to renew for another 2 years with staff approval, using the fee schedule proposed. Commissioner Simpson seconded. Prior to a vote being taken, Commissioner Simpson then made a substitute motion to approve a 3-year contract with the option to renew for another 2 years with Board approval, using the fee schedule proposed. Commissioner Rester seconded and the motion was unanimously approved.

Commissioner Norris moved to approve Modification No. 1 with Jacobs Engineering under Contract No. 19-EN-05. Modification No. 1 adds one year to the contract, expiring June 21, 2022. Commissioner Knesal seconded and the motion was unanimously approved.

Commissioner Norris moved to approve Task Order No. 2 Closeout with Jacobs Engineering under Contract No. 19-EN-05. Task Order No. 2 adds 12 additional days and a decrease in costs of \$19,000.53 to close out the task order. Commissioner Knesal seconded and the motion was unanimously approved.

Commissioner Rester moved to approve Change Order No. 1 with Moran Hauling, Inc. under Contract No. 21-EN-03. Change Order No. 1 reduces costs by \$18,220.50. Commissioner Simpson seconded and the motion was unanimously approved.

Commissioner Simpson moved to award the Information Technology Service contract to AGJ Systems & Networks. The term of the contract is three years with a two-year renewal option. The not to exceed total amount is \$180,000 or \$60,000 annually. The term is 3-years with the option to renew for another 2 years. Commissioner Norris seconded and the motion was unanimously approved.

Commissioner Simpson moved to approve Amendment No. 20 to Contract No. 518-C with CH2MHill, Inc. Amendment No. 20 increases funds by \$750,000.00 for the continuation of Program Management services related to the Ocean Enterprise Facility. Commissioner Norris seconded and the motion was unanimously approved.

NEW BUSINESS:

Commissioner Norris moved to authorize an advertisement for bid for waste disposal services. Commissioner Rester seconded, and the motion was unanimously approved.

PORT RESTORATION/ENGINEERING UPDATE:

Nick Foto and Bruce Newton, Digital Engineering, gave status updates on current restoration and engineering projects. Michael Sheely, Jacobs Engineering gave an update on the channel widening and deepening project.

OPERATIONS REPORT:

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

Vessels	13		Vehicles	11,549
TEU's	17,434		Railcar Count	736
Tonnage (short tons)	215,242			

The TEU count is up 48% from April of 2020 and the Tonnage count is up 31% from April of 2020.

MSPA hosted the annual Hurricane Meeting today in preparation for the start of the season.

GENERAL COUNSEL'S COMMENTS:

Ben Stone had no comments.

MDA'S COMMENTS:

Philip Carter had no comments.

COMMISSIONERS' COMMENTS:

Commissioner Simpson commented on the amount of time that has been spent recently on the YILPORT agreement and thanked MDA for their participation in and assistance with those meetings.

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 Rester moved to enter Executive Session to discuss legal and real estate matters (lease negotiations and property matters). Commissioner Knesal seconded and the motion was unanimously approved.

(THE BOARD OF COMMISSIONERS ENTERED INTO EXECUTIVE SESSION AT APPROXIMATELY 2:15 P.M.)

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

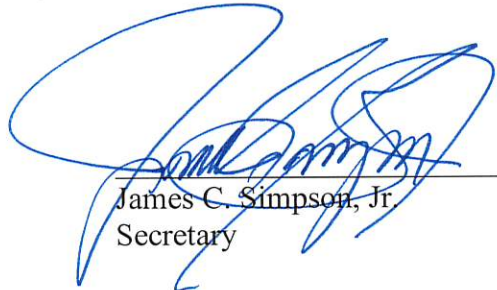
Commissioner Roberts stated that no action took place during Executive Session.

Commissioner Rester moved to adjourn.

The meeting adjourned at approximately 3:30 p.m.

Approved and Attested


 E.J. Roberts
 President


 James C. Simpson, Jr.
 Secretary