

MISSISSIPPI PORT AUTHORITY

BOARD OF COMMISSIONERS

REGULAR MEETING

December 18, 2024

Minutes of the Mississippi State Port Authority Board of Commissioners Meeting,
Wednesday, December 18, 2024, at 2510 14th Street, Suite 1450, Gulfport, Mississippi at
which the following Commissioners and staff were present:

Commissioners: Cowles Symmes, Vice-President
Mark Loughman, Secretary (via-telephone)
Robert J. Knesal, Treasurer
Kathryn Dennis Spear, Commissioner

Staff: Jon Nass, CEO
Shawn Meyer, COO
Todd Harman, Director of Finance
Kecia Laneaux, Executive Affairs Coordinator
Errol LaRue, Counsel
James Buras, Port Engineer
Teresa Ehrlich, Project Manager
Matt Gabbett, Director of Operations
Gary Pitcovich, Assistant Director of Operations
John D'Antico, General Counsel
Michelle Freeman, Accounting Specialist
Katie Gill, Entry Level Accountant
Lisa Mussa, Accounting Specialist
Cindy Ford, Contract/Administrative Assistant
Andrew Haines, Business Development

Ben Stone, Legal Counsel

Others: Philip Carter, MDA
Kim Marmalich, AVL
Nicholas Moody, MP Design Group
David Machado, MP Design Group
Joey Beattie, SSH/Cadence
Abby Beckett, Hilton Garden & Residence Inn Airport
Chelsea Paige, Hilton Garden & Residence Inn Airport

Commissioner Symmes noted the presence of a quorum and called the meeting to order at approximately 9:00 a.m.

The Pledge of Allegiance was led by Commissioner Symmes.

The invocation was given by Michelle Freeman, MSPA.

Commissioner Symmes recognized Commissioner Rester for his 30 years of service to the Port, State of Mississippi and the Gulf Coast Community.

Commissioner Symmes noted the rotation of officers for MSPA as follows:

President, Cowles Symmes
Vice President, Mark Loughman
Secretary, Robert J. Knesal
Treasurer, Kate Dennis Spear
Commissioner, Vacant

PUBLIC COMMENTS:

There were no public comments.

Kim Marmalich, AVL presented the results of the FY24 Audit.

Commissioner Knesal moved to approve the Minutes from the November 21, 2024, Board Meeting. Commissioner Spear seconded and the motion was unanimously approved.

Commissioner Spear moved to approve travel (January 8-9) – Nass to Jackson, MS; (January 27-30) – Nass to Atlanta, GA. Commissioner Knesal seconded and the motion was unanimously approved.

Commissioner Knesal moved to accept the FY24 Audit as presented. Commissioner Spear seconded and the motion was unanimously approved.

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

DISBURSEMENTS THROUGH DECEMBER 11, 2024			
BILLS FOR THE MONTHS OF NOVEMBER AND DECEMBER 2024 APPROVED AND PAID			
FROM THE GROSS REVENUE FUND OF THE MS STATE PORT AUTHORITY AT GULFPORT			
CHK #	VENDOR	DESCRIPTION	AMOUNT
61525	AGJ Systems & Networks, Inc.	Software Maintenance	4,679.00
61526	Alexander, Van Loon, Sloan	Audit Services	28,000.00
61527	Amazon Capital Services, INC.	Golf Cart Parts and Office Supplies	733.60
61528	Barefield Workplace Solutions, Inc.	Office Supplies	127.83
61529	Bay Motor Winding, Inc.	Parts for Lift Station	2,656.00
61530	Sparklight	Internet Services	93.18
61531	CenterPoint Energy	Natural Gas Services	44.88
61532	City of Gulfport	Water	7,269.48
61533	City of Gulfport-Harbor Lights Winter Fe	Tickets for Harbor Lights Festival	320.00
61534	Continental Battery Company	Battery for Backhoe and Unit #22	138.50
61535	Hannah Milliet	Travel Expenses	455.60
61536	C Spire Wireless	Cell Phone Services	1,063.75
61537	Danny Miller Plumbing, Inc.	Backflow Preventor Certifications	1,280.00
61538	Deluxe Cleaners, Inc.	Clean Tablecloths	21.95
61539	Dept. of Finance & Admin.	Tort Claim Assessments	5,192.00
61540	Federal Express Corp.	Express Mail Services	10.31
61541	Fuelman	Fuel for MSPA Vehicles	107.43
61542	Trista L. Graham	Employee Uniforms	140.47
61543	Great Southern Club	Monthly Dues	104.00
61544	MS State Treasurer Fund 3360900000	Telephone/Internet Services	110.95
61545	KLDiscovery Ontrack, LLC	Professional Services	1,477.00
61546	LNJ Services, Inc.	Pump and Clean Lift Stations	1,500.00
61547	Lowe's Home Center, Inc.	Doorbell Kit, Bathroom Fan and Maintenance Supplies	466.41
61548	Mark Dunning Industries, Inc.	Waste Removal Services	710.00
61549	MS Economic Development Council	Membership Dues	295.00
61550	Shawn Meyer	Business Expenses	175.88
61551	Mowrey Elevator Company of Florida, Inc.	Installation of Sensors	5,155.00

61552	MS State Agencies S/I Workers Comp Trust	FY25 Workers' Compensation Insurance Premium	14,695.00
61553	MS DHS - State Disbursement Unit	Employee Deductions	263.56
61554	MS Gulf Coast Chamber of Comm.	Sponsorship	700.00
61555	MS Pub. Employees Credit Union	Employee Deductions	325.00
61556	Necaise Locksmith	Duplicate Keys	30.00
61557	Pass Road Mini Storage, LLC	Storage Unit Rent	198.00
61558	The Port Employees Assoc.	Employee Deductions	118.00
61559	Portable Services, Inc	Portable Restroom Services	535.00
61560	Redd Pest Solutions	Pest Control Services	90.00
61561	Rotolo Consultants, Inc. dba RCI	Landscape Services	2,364.50
61562	Seal Electrical, Inc.	Electrical Repairs to Chiquita Yard and School Property,	15,430.26
61563	Stericycle, Inc.	Document Shredding Services	175.42
61564	Sorg Printing, LLC	Truck Scale Tickets	1,533.00
61565	SoftResources LLC	Consulting Services	5,400.00
61566	Munro Products, Inc.	Materials for Metal Work	678.00
61567	Southern Admin. and Benefits	Monthly Service Fee	208.00
61568	Southern Admin. and Benefits	2025 Employee Benefit/Flexible Café Plan	13,972.50
61569	Christopher Michael Stafford	Professional Video Services	600.00
61570	Swetman Security Services, Inc.	Security Services	32,659.25
61571	System Scale Corporation	Outbound Scale Repairs	2,017.98
61572	TGG Management Company, Inc.	Professional Services	11,350.00
61573	Timeless Designs of Lucedale LLC	Interior Plant Maintenance	279.69
61574	Southern Tire Mart, LLC	Tires for Unit #3 and Utility Trailer	667.02
61575	TX Child Support SDU	Employee Deductions	219.23
61576	United Way of South MS, Inc.	Employee Deductions	81.42
61577	Upchurch Services, LLC	HVAC/R Maintenance and Repair Services	192.50
61578	U.S. Bank National Association	Travel Expenses	160.92
61579	U.S. Bank	Employee Uniforms, Registration Fee, Membership Dues	548.06
61580	Vacuum Truck Sales & Service, LLC	Gutter Brooms for Street Sweeper	1,360.00
61581	Zoro Tools, Inc.	Shelves, Magnetic Sweeper, Dock Leveler Motor, Janitorial and Maint. Supplies	10,111.49
TRANSFERS			
11/29/24	Federal Tax Deposit	Payroll Tax Deposit	27,174.52
12/04/24	State School Insurance Fund	12/2024 Employee Health & Life Insurance	12,412.40
12/06/24	Public Employment Retirement	Retirement Match and Withheld	97,977.49
12/11/24	Regus	Rent for Public Affairs Office in Jackson MS	627.60
Total			<u>\$317,484.03</u>

FINAL CHECKLIST FOR DECEMBER 18, 2024

BILLS FOR THE MONTHS OF NOVEMBER AND DECEMBER 2024 APPROVED AND PAID
FROM THE GROSS REVENUE FUND OF THE MS STATE PORT AUTHORITY AT GULFPORT

CHK #	VENDOR	DESCRIPTION	CHK AMT
61582	AFLAC	Employee Deductions	424.06
61583	AirGas Gulf States	Acetylene, Oxygen and Argon Cylinders	286.84
61584	Apex Environmental Consultants, Inc.	Environmental Online Services	500.00
61585	Bay Motor Winding, Inc.	Floats for Lift Station	580.00
61586	Sparklight	Cable Services	248.90
61587	City of Gulfport	Water	2,660.32
61589	C Spire Business Solutions	Telephone/Internet Services	1,800.99
61590	John D'Antico	Travel Expenses	532.69
61592	Dole Fresh Fruit Company	Refund for Overpayment	8,401.72
61593	Equitable Financial Life Insurance Co.	Employee Deductions	1,082.32
61594	Fuelman	Fuel for MSPA Vehicles	236.20
61595	Gulfside Casino Partnership	12/10/24 Legislative meeting	1,989.76

61596	Whitney Bank Divisional Property	January Lease for Suite 1450	27,664.17
61597	MS-JS, Inc DBA Johnstone Supply of Gpt	Chiller Repair Parts	1,734.44
61598	Robert J. Knesal	Per Diem	40.00
61599	Mark P. Loughman	Per Diem	80.00
61600	Lowe's Home Center, Inc.	Small Tools, Door Handle and Maintenance Supplies	562.20
61602	MS DHS - State Disbursement Unit	Employee Deductions	263.56
61603	MS Power Company	Electricity	162,884.72
61604	MS Pub. Employees Credit Union	Employee Deductions	325.00
61605	Smart Sign	2025 Vehicle Decals	364.80
61606	Jon T. Nass	Business Expenses and Subscription	728.97
61607	Pass Road Mini Storage, LLC	Storage Unit Rent	187.00
61608	SBL Strategies, LLC	Professional Consulting Services	10,000.00
61609	South Mississippi Business Machines	Copier Maintenance	509.00
61610	Norma Jean Soro	Transcription Services	354.48
61611	Southern Fire Sprinkler, Inc.	Fire Extinguisher Maintenance	800.00
61612	Kathryn Dennis Spear	Per Diem	40.00
61613	Swetman Security Services, Inc.	Security Guard Services	32,917.50
61614	Cowles Edgar Symmes	Per Diem	80.00
61615	The Gallery Collection	Office Supplies	558.79
61616	TX Child Support SDU	Employee Deductions	219.23
TRANSFERS			
12/04/24	State School Insurance Fund/DFA	12/2024 Employee Health and Life Insurance	12,412.40
12/13/24	MS Department of Revenue	Employee Deductions	11,881.00
12/13/24	Deferred Compensation	Employee Deductions	1,775.00
12/13/24	Federal Tax Deposit	Payroll Tax Deposit	29,613.08
12/16/24	MS Department of Revenue	Sales Tax Payment	10,955.26
12/18/24	Connected Oceans	Business Development and Consulting Services	23,416.66
Total			<u>\$349,111.06</u>

Commissioner Spear 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:

NEW LICENSES:

Pilot: Joshua Sheffield

RENEWAL LICENSES:

Vendors: A3M Vacuum Service Inc.
D. A. Marine Fumigation, Inc.
Glenn Machine Works, Inc.
LNJ Service, Inc.
Waste Pro of Mississippi, Inc. (f/k/a) Delta
Sanitation of MS, LLC

Commissioner Spear moved to approve the following progress payments: Balch & Bingham (\$10,987.10); Covington Civil & Environmental (\$90.00); MP Design Group (\$292,923.85); and Warren Paving (\$143,724.62). Commissioner Knesal seconded and the motion was unanimously approved.

Commission Spear left the meeting.

Commissioner Symmes moved to approve the following progress payments: DNP, Inc. (\$166,867.50) and DNP, Inc. (\$394,478.00). Commissioner Knesal seconded and the motion was unanimously approved.

Commissioner Spear returned to the meeting.

NEW BUSINESS:

Commission Loughman left the meeting.

Commissioner Knesal moved to approve authorization to certify Mississippi Power as a sole source provider to bury a powerline in the North Chiquita yar to improve safety and efficiency. Commissioner Spear seconded and the motion was unanimously approved.

Commission Loughman returned to the meeting.

ENGINEERING UPDATE:

James Buras reported on current engineering projects.

OPERATIONS REPORT:

Shawn Meyer reported on the maritime activity for October 2024:

Vessels	14		Vehicles	13,000
Tugs	6		Railcars	900
Tonnage (YTD)	912,366		Barges	16
Tonnage	156,962		TEU (monthly)	13,711
TEU's (short tons)	74,934			

Tonnage (YTD) increased 22% over the last fiscal year. Monthly tonnage decreased by 9% from last month.

EXECUTIVE DIRECTOR’S COMMENTS:

Director Nass noted the Legislative Tour held on December 10, 2024, was a success. The tour highlighted tenants and partners of MSPA. It was a team effort and well received.

The U.S. Army Corps of Engineers issued the draft feasibility study which is currently out for public comment for the next 30 days which began on December 13, 2024.

MDA is hosting a trip to Panama from February 10-14, 2025. MSPA board members are invited to attend. The trip will consist of visits to ports and canals.

Andrew Haines presented the Business Development Plan.

GENERAL COUNSEL’S COMMENTS:

Ben Stone had no comments.

COMMISSIONERS’ COMMENTS:

Commissioner Knesal acknowledged Commissioner Rester’s service to the board and wished everyone a Merry Christmas.

Commissioner Spear acknowledged Commissioner Rester on a professional level, thanked the MSPA staff for their hard work this year and wished everyone a Merry Christmas.

Commissioner Symmes acknowledged and commended the MSPA team on the success of the legislative tour and wished everyone a Merry Christmas and Happy New Year.

MDA'S COMMENTS:

Philip Carter expressed his appreciation for Commissioner Rester for his service for the last 30 years.

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

Commissioner Knesal moved to enter Executive Session to discuss a legal matter. Commissioner Spear seconded and the motion was unanimously approved.

(THE BOARD OF COMMISSIONERS ENTERED INTO EXECUTIVE SESSION AT APPROXIMATELY 9:57 A.M.)

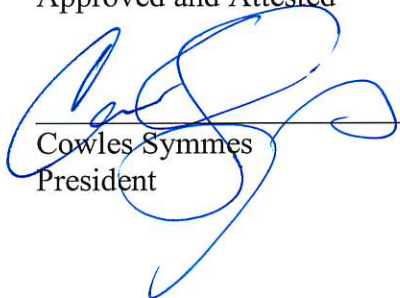
Commissioner Knesal moved to come out of Executive Session. Commissioner Spear seconded and the motion was unanimously approved.

Commissioner Symmes stated that no action took place during the Executive Session.

Commissioner Symmes moved to adjourn.

The meeting adjourned at approximately 11:15 a.m.

Approved and Attested



Cowles Symmes
President



Robert J. Knesal
Secretary