

MISSISSIPPI PORT AUTHORITY
BOARD OF COMMISSIONERS
REGULAR MEETING

December 16, 2021

Minutes of the Mississippi State Port Authority Board of Commissioners Meeting,
Thursday, December 16, 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
Cowles Symmes, Commissioner

Staff: Jon Nass, CEO
Matthew Wypyski, Deputy Director/COO
Nick Foto, Deputy Program Manager
John Webb, Director of Engineering
DeeDee Wood, CFO
Errol LaRue, Govt. & Legal Affairs Manager
Kim Aguillard, Marketing & Media Manager
Shawn Meyer, Director of Operations
Mel Arsenault, Director of Grant/Workforce Dev.
Allison Chimenya, Marketing Specialist
Carlos Bell, Director of Public Engagement

Ben Stone, Legal Counsel
David Duhe, Legal Counsel

Others: Philip Carter, MDA (via telephone)
Michael Sheely, Jacobs Engineering
Frank Morton
Blair Garcia, WSP
Bruce Newton, Digital Engineering
Jim Herrington
Kelly Lucas, USM
Joey Beattie, SSH/BXSI

Commissioner Knesal 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 Knesal.

The invocation was given by Carlos Bell, MSPA.

The annual rotation of officers took place:

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

PUBLIC COMMENTS:

There were no public comments.

Commissioner Simpson moved to approve the Minutes from November 18, 2021.
Commissioner Roberts seconded, and the motion was unanimously approved.

Commissioner Roberts moved to approve travel (Jan. 24-27) Nass, Wypyski, Meyer & Knesal to Tampa, FL. Commissioner Symmes seconded and the motion was unanimously approved.

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

DISBURSEMENTS THROUGH DECEMBER 02, 2021
BILLS FOR THE MONTHS OF NOVEMBER AND DECEMBER 2021 APPROVED AND PAID
FROM THE GROSS REVENUE FUND OF THE MS STATE PORT AUTHORITY AT GULFPORT

| CHK # | VENDOR | DESCRIPTION | CHK AMT |
|-------|---|--|-----------|
| 57876 | Kentwood Springs | Drinking Water | 329.55 |
| 57877 | AGJ Systems & Networks, Inc. | Battery Replacement for UPS & Computer Maintenance | 5,129.61 |
| 57878 | AirGas Gulf States | Cutting Torch Tips and Bottle of Oxygen | 130.61 |
| 57879 | A.J. Labourdette, Inc. | Cameras for Crane #2 | 1,409.78 |
| 57880 | Alabama Railroad & Const, LLC | Repair Railroad Tracks at Chemours Facility and Mitigate | 54,740.00 |
| 57881 | Alimak Group USA Inc | Quarterly Crane Elevator Inspections | 2,190.00 |
| 57882 | All Safe Technologies, LLC | Fire Alarm Monitoring | 159.80 |
| 57883 | AT&T Corp | Website Hosting | 89.96 |
| 57884 | Sparklight | Internet Services | 91.18 |
| 57885 | City of Gulfport | Water | 6,222.46 |
| 57886 | City Electric Supply | Rating Plug for High Mast Lights Circuit Breaker | 350.00 |
| 57887 | Sun Coast Business Supply | Office Supplies | 693.03 |
| 57888 | Coast Concrete Company, Inc. | Concrete for Electrical Platforms on USM/DMR Piers | 5,460.00 |
| 57889 | Collection Services Center | Employee Deductions | 90.06 |
| 57890 | Consolidated Electrical Distributors, Inc | Replacement Bulbs for USM Pier and Light Fixtures | 452.90 |
| 57891 | Cornett Bolt & Screw | Parts for Crane Rain Shields | 114.40 |
| 57892 | Eagle Energy, Inc. | Diesel Fuel | 1,099.27 |
| 57893 | Federal Express Corp. | Express Mail Services | 29.57 |
| 57894 | Ferguson Waterworks | Parts for East Pier Water Line Repairs | 5,734.40 |
| 57895 | Foliage Design Systems, Inc. | Interior Plant Maintenance | 253.78 |
| 57896 | Fuelman | Fuel for MSPA Vehicles | 204.19 |
| 57897 | Grainger, Inc. | Heat Pump and Parts for Shed 50 HVAC | 1,344.66 |
| 57898 | MS State Treasurer Fund 3360900000 | Telephone/Internet Services | 204.81 |
| 57899 | Newell Paper Co. | Janitorial Supplies | 305.62 |
| 57900 | MS-JS, Inc DBA Johnstone Supply of Gpt | Repair Parts for Operations Building A/C and HVAC Tool Bag | 1,474.89 |
| 57901 | Lowe's Home Center, Inc. | Pilot Boat Pier Water Line Repair Parts | 41.34 |
| 57902 | Shawn Meyer | Business Expense | 122.51 |
| 57903 | MS Dept. of Human Services CRDU | Employee Deductions | 156.00 |
| 57904 | MS Pub. Employees Credit Union | Employee Deductions | 445.00 |
| 57905 | National Waterways Conf., Inc. | Membership Dues | 1,525.00 |
| 57906 | Pass Road Mini Storage, LLC | Storage Unit Rent | 180.00 |
| 57907 | Gary Pitcovich | TWIC Card Renewal | 125.25 |
| 57908 | The Port Employees Assoc. | Employee Deductions | 136.00 |
| 57909 | RJ Young Company, Inc. | Printer Maintenance | 482.56 |
| 57910 | Rotolo Consultants, Inc. dba RCI | Landscape Services | 2,154.09 |

| | | | |
|-----------|------------------------------------|---|---------------------|
| 57911 | ServiceWear Apparel, Inc. | Employee Uniforms | 470.94 |
| 57912 | Stericycle, Inc. | Shredding Services | 129.03 |
| 57913 | Norma Jean Soroe | Transcription Services | 494.48 |
| 57914 | Southern Printing & Silkscreen | Names and Logos for Employee Uniforms | 342.00 |
| 57915 | Southern Admin. and Benefits | Monthly Service Fee | 200.00 |
| 57916 | Southern Admin. and Benefits | Employee Deductions | 27,802.58 |
| 57917 | Swetman Security Services, Inc. | Security Guard Services | 29,643.53 |
| 57918 | United Way of South MS, Inc. | Employee Deductions | 257.76 |
| 57919 | Vulcan Construction Materials, LLC | Limestone for West Pier Road Repair | 1,602.53 |
| 57920 | Waste Management | Waste Removal Services | 735.98 |
| 57921 | Zoro Tools, Inc. | Fire Extinguishers, Hand Tools and Maintenance Supplies | 4,005.45 |
| TRANSFERS | | | |
| 11/18/21 | Deferred Compensation | Employee Deductions | 1,682.50 |
| 11/24/21 | Federal Tax Deposit | Payroll Tax Deposit | 26,522.12 |
| Total | | | <u>\$187,561.18</u> |

FINAL CHECKLIST FOR DECEMBER 16, 2021

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

| CHK# | VENDOR | DESCRIPTION | CHK AMT |
|-------|----------------------------------|---|------------|
| 57926 | Sage Abra | Tax Forms | 134.82 |
| 57927 | AirGas Gulf States | Acetylene, Oxygen and Argon Cylinders | 125.49 |
| 57928 | Card Services | Business Expenses, Office Supplies and Equipment, Restroom Door | 971.80 |
| 57929 | Collection Services Center | Employee Deductions | 90.06 |
| 57930 | Collection Services Center | Employee Deductions | 90.06 |
| 57931 | Cornett Bolt & Screw | Repair Parts for Crane Flippers | 92.40 |
| 57932 | C Spire Wireless | Cell Phone Services | 994.44 |
| 57933 | C Spire Business Solutions | Telephone/Internet Services | 2,767.61 |
| 57935 | Fuelman | Fuel for MSPA Vehicles | 493.48 |
| 57936 | Matthew Gabbett | Travel Expenses | 228.80 |
| 57937 | Great Southern Club | Monthly Dues and Business Expenses | 187.50 |
| 57938 | Gulf Coast Business Supply, Inc. | Safety Supplies | 395.00 |
| 57939 | Hancock Bank | January Lease for Suite 1450 | 25,316.64 |
| 57940 | Harbor Square Parking Garage | Parking Garage Quarterly Rent | 3,185.25 |
| 57941 | Jackson Supply Company | Tank Sprayer for A/C Cleaning | 367.81 |
| 57942 | Kalmar USA, Inc. | Twistlock Pin Kits for Crane #2 Spreader | 3,043.98 |
| 57943 | Robert J. Knesal | Per Diem | 120.00 |
| 57944 | Lowe's Home Center, Inc. | Small Tools | 188.10 |
| 57945 | Mark Dunning Industries, Inc. | Waste Removal Services | 57.50 |
| 57946 | Metal Tech, Inc. | Parts for Electrical Platforms on USM/DMR Piers | 163.65 |
| 57947 | MS Dept. of Human Services CRDU | Employee Deductions | 156.00 |
| 57948 | MS Dept. of Human Services CRDU | Employee Deductions | 156.00 |
| 57949 | MS Power Company | Electricity | 117,016.78 |
| 57950 | MS Pub. Employees Credit Union | Employee Deductions | 445.00 |
| 57951 | MS Pub. Employees Credit Union | Employee Deductions | 445.00 |
| 57952 | Jon T. Nass | Travel Expenses | 994.30 |
| 57953 | Pass Road Mini Storage, LLC | Storage Unit Rent | 155.00 |
| 57954 | Portable Services, Inc | Portable Restroom Services | 255.00 |
| 57955 | Legal Shield | Employee Deductions | 61.81 |
| 57956 | Redd Pest Solutions | Pest Control Services | 160.00 |
| 57957 | Eluse J. Roberts | Per Diem | 120.00 |
| 57958 | Rotolo Consultants, Inc. dba RCI | Irrigation System Repair | 1,244.00 |
| 57959 | Seal Electrical, Inc. | Electrical Services and Generator for Cotton Compress | 15,420.00 |
| 57960 | ServiceWear Apparel, Inc. | Employee Uniforms | 1,587.21 |

| | | | |
|---|-------------------------------------|--|---------------|
| 57961 | James C. Simpson, Jr. | Per Diem | 80.00 |
| 57962 | South Mississippi Business Machines | Copier Maintenance | 569.00 |
| 57963 | Munro Products, Inc. | Supplies for Sheet Metal Work | 780.35 |
| 57964 | Southeastern Overhead Door Inc. | Sensors and Valve Solenoids for Shed 2 Dock Levelers | 2,580.00 |
| 57965 | BXS Insurance, Inc. | Public Officials Bond Renewal for E.J. Roberts | 440.00 |
| 57966 | Swetman Security Services, Inc. | Security Guard Services | 31,609.19 |
| 57967 | Cowles Symmes | Per Diem | 80.00 |
| 57968 | The Gallery Collection | Office Supplies | 406.05 |
| 57969 | Union Auto Parts | Maintenance Supplies | 389.60 |
| 57970 | Waste Management | Waste Removal Services | 377.61 |
| 57971 | DeeDee Wood | Annual CPA License Renewal | 115.49 |
| 57972 | Zoro Tools, Inc. | Repair Parts and Maintenance Supplies | 1,566.31 |
| CHECKS DATED 12/09/21 AND RELEASED PRIOR TO SCHEDULED CHECK RUN | | | |
| 57922 | CenterPoint Energy | Natural Gas Services | 30.77 |
| 57923 | CenterPoint Energy | Natural Gas Services | 30.77 |
| 57924 | City of Gulfport | Water | 4,054.12 |
| 57925 | Federal Express | Express Mail Services | 22.35 |
| TRANSFERS | | | |
| 12/02/21 | Deferred Compensation | Employee Deductions | 1,682.50 |
| 12/03/21 | State School Insurance Fund/DFA | 12/2021 Employee Health and Life Insurance | 19,233.72 |
| 12/06/21 | Public Employment Retirement | Retirement Match and Withheld | 62,479.94 |
| 12/08/21 | Federal Tax Deposit | Payroll Tax Deposit | 25,675.44 |
| 12/10/21 | MS Department of Revenue | Employee Deductions | 8,146.00 |
| Total | | | \$ 337,579.70 |

Commissioner Roberts moved to approve the Port User Licenses, pending receipt of all fees and insurance documents. Commissioner Symmes 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 MS, Inc. (fka Delta Sanitation of MS, LLC); Glenn Machine Works, Inc.; LNJ Services, Inc.; Liz & Nomie's Gourmet

Commissioner Simpson moved to approve the following progress payments: Balch & Bingham (\$32,117.25); Digital Engineering (\$109,594.25). Commissioner Roberts seconded, and the motion was unanimously approved.

Commissioner Simpson moved to approve Cash Request #304 to CH2MHill for a total of \$26,158.05. Commissioner Roberts seconded and the motion was unanimously approved.

Commissioner Roberts moved to approve Cash Request #305 to Eley Guild Hardy (\$42,046.00); MSPA (\$10,946.34) and Wharton Smith (\$867,868.05) for a total of \$920,860.39. Commissioner Simpson seconded and the motion was unanimously approved.

Commissioner Simpson moved to approve Cash Request #306 to Wharton Smith for a total of \$63,208.06. Commissioner Roberts seconded and the motion was unanimously approved.

OLD BUSINESS:

Commissioner Simpson moved to authorize the commitment of \$7,000,000.00 for the widening and deepening of the channel, as stated in Resolution No. 19-09. Commissioner Roberts seconded and the motion was unanimously approved.

Commissioner Roberts moved to approve a professional service agreement with WSP for consulting work related to the development of a Strategic Master Plan. The term of the agreement is 10 months with a not-to-exceed amount of \$718,126.00. Commissioner Simpson seconded and the motion was unanimously approved.

Commissioner Roberts moved to approve Modification No. 8 to Contract No. 17-EN-04 with Digital Engineering. Modification No. 8 adds \$100,000.00 in funding to the contract. Commissioner Simpson seconded and the motion was unanimously approved.

NEW BUSINESS:

Commissioner Roberts moved to approve Work Order No. 22 with Digital Engineering under Contract No. 17-EN-04. Work Order No. 22 has a not to exceed amount of \$90,000.00 for engineering and architectural services related to some conceptual and preliminary designs associated with proposed modifications to East Pier Shed 53 for a potential new tenant. Commissioner Simpson seconded and the motion was unanimously approved.

Commissioner Roberts moved to approve a 3% rate increase for the MS State Pilots of Gulfport, effective January 1, 2022. Commissioner Symmes seconded and the motion was unanimously approved.

PORT RESTORATION/ENGINEERING UPDATE:

Nick Foto gave an update on the OEF construction and Michael Sheely, Jacobs Engineering gave an update on the channel dredging with the US Army Corps of Engineers.

OPERATIONS REPORT:

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

| | | | | |
|----------------------|---------|--|---------------|--------|
| Vessels | 18 | | Vehicles | 11,052 |
| TEU's | 16,299 | | Railcar Count | 902 |
| Tonnage (short tons) | 196,741 | | | |
| | | | | |

The TEU's increased by 11% from 2020 and tonnage increased by 28%.

Matthew Wypyski gave an update on dredging.

EXECUTIVE DIRECTOR'S COMMENTS:

Director Nass recently returned from Colombia, with the intent of developing business in South America and Central America. There is potential for new business as well as upgrading existing business.

There is an upcoming AAPA Conference in Tampa in January – Shifting Trade Lanes.

January 5th is the Legislative Reception in Jackson.

We were visited earlier this week by the Administrator of NOAA. There is a great deal of interest from high level NOAA officials in what we are doing here in Gulfport.

GENERAL COUNSEL'S COMMENTS:

Ben Stone had no comments.

MDA'S COMMENTS:

Philip Carter was unavailable for comments (due to audio problems).

COMMISSIONERS' COMMENTS:

Merry Christmas to all.

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 legal matters (lease negotiations). Commissioner Roberts seconded and the motion was unanimously approved.

(THE BOARD OF COMMISSIONERS ENTERED INTO EXECUTIVE SESSION AT APPROXIMATELY 1:25 P.M.)

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

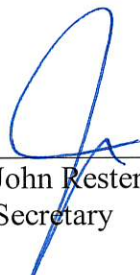
Commissioner Knesal stated that no action took place during Executive Session.

Commissioner Simpson moved to adjourn.

The meeting adjourned at approximately 2:25 p.m.

Approved and Attested


Robert J. Knesal
President


John Rester
Secretary