

MISSISSIPPI PORT AUTHORITY
BOARD OF COMMISSIONERS
REGULAR MEETING

June 22, 2023

Minutes of the Mississippi State Port Authority Board of Commissioners Meeting,
Thursday, June 22, 2023, at 2510 14th Street, Suite 1450, Gulfport, Mississippi at which
the following Commissioners and staff were present:

Commissioners: John Rester, President
Cowles Symmes, Vice-President
Mark Loughman, Secretary
Robert J. Knesal, Treasurer
Kathryn Dennis Spear, Commissioner

Staff: Jon Nass, CEO
Kim Purchner, Exec. Asst
DeeDee Wood, CFO
Shawn Meyer, Deputy Director/COO
Gary Pitcovich, Deputy Operations Director
James Buras, Port Engineer
Teresa Ehrlich, Project Manager
Hannah Milliet, Public Relations & Marketing Specialist
Errol LaRue, Counsel
Tammy Salisbury, Asst. Comptroller
Matt Gabbett, Director of Operations
Katie Gill, Entry Level Accountant
Cindy Ford, Contract/Admin Asst.

Ben Stone, Legal Counsel

Others: Philip Carter, MDA (via telephone)
Nick Moody, MP Designs
Joey Beattie, SSH/Cadence Insurance
Al Curtis, HDR
Mike Letort, MP Designs

Commissioner Rester 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 Rester.

The invocation was given by DeeDee Wood, MSPA.

PUBLIC COMMENTS:

There were no public comments.

Stephen Catha, The Touchstone Group was not in attendance for a previously requested presentation.

Commissioner Symmes moved to approve the Minutes from the May 25, 2023 Board Meeting. Commissioner Knesal seconded, and the motion was unanimously approved.

Commissioner Symmes moved to approve travel (July 18-21) – Nass, Gabbett to Boston, MA; (July 21-25) Nass to St. John, Newfoundland; (July 16-20) LaRue, Meyer to Neshoba County, MS. Commissioner Loughman seconded and the motion was unanimously approved.

Commissioner Symmes moved to approve the disbursements listed below. Commissioner Loughman seconded and the motion was unanimously approved.

DISBURSEMENTS THROUGH JUNE 8, 2023			
BILLS FOR THE MONTHS OF MAY AND JUNE 2023 APPROVED AND PAID			
FROM THE GROSS REVENUE FUND OF THE MS STATE PORT AUTHORITY AT GULFPORT			
CHK#	VENDOR	DESCRIPTION	CHK AMT
59691	AGJ Systems & Networks, Inc.	Computer Maintenance and Support	5,193.50
59692	AirGas Gulf States	Oxygen Cylinder	115.97
59693	All Safe Technologies, LLC	Fire/Smoke Alarm at Marine Research Facility	619.60
59694	Baudier's Flooring, Inc.	Flooring Supplies for Operations Building	15,617.39
59695	Boot Outlet, LLC	Employee Safety Boots	154.95
59696	City of Gulfport	Water	7,343.06
59697	Sun Coast Business Supply	Office Supplies	39.44
59698	Hannah Craig	Marketing Services	870.00
59699	Deluxe Small Business Sales, Inc.	Website Hosting	89.96
59700	Dean Jaramillo	A/P Checks	738.51
59701	Federal Express Corp.	Express Mail Services	42.72
59702	Katie Gill	Accounting Services	1,020.00
59703	Grainger, Inc.	Employee Rain Gear	207.48
59704	Great Southern Club	Monthly Dues and Business Expenses	2,446.00
59705	Gulfport Yacht Club	Business Expenses	55.67
59706	Inland Rivers, Ports & Terminals, Inc.	Membership Dues	825.00
59707	Intermodal Assoc. of North America	Membership Dues	350.00
59708	Keeling Co. - Gulfport	Herbicide for Grounds Maintenance	2,946.50
59709	Lands' End, Inc	Promotional Items	1,793.35
59710	Lowe's Home Center, Inc.	Paint and Maintenance Supplies	1,305.50
59711	Magnolia Printing Co.	Signs and Programs for Lunch and Learn Event	245.00
59712	Mark Dunning Industries, Inc	Waste Removal Services	1,295.00
59713	McClatchy Company, LLC	Advertising	193.08
59714	Meltwater News US Inc.	Subscription Renewal	5,000.00
59715	MS Power Company	Electricity	166,058.87
59716	MS Pub. Employees Credit Union	Employee Deductions	445.00
59717	Pass Road Mini Storage, LLC	Storage Unit Rent	180.00
59718	Portable Services, Inc	Portable Restroom Services	255.00
59719	Redd Pest Solutions	Pest Control Services	90.00
59720	RJ Young Company, Inc.	Printer Maintenance	484.72
59721	Rotolo Consultants, Inc. dba RCI	Landscape Services	2,682.73
59722	SBL Strategies, LLC	Professional Consulting Services	10,000.00
59723	Stericycle, Inc.	Document Shredding Services	150.90
59724	Norma Jean Soroe	Transcription Services	733.96
59725	Southern Admin. and Benefits	Monthly Service Fee	209.00
59726	Star Service Inc. of Mobile	Install A/C Unit on Crane #2	3,145.50
59727	Swetman Security Services, Inc.	Security Guard Services	15,956.70
59728	Trane U.S., Inc.	A/C Repair Part for Marine Research Facility	37.74
59729	Union Auto Parts	Maintenance Supplies for Vehicles and Equipment	704.32
59730	United States Postal Service	P.O. Box 40 Yearly Rent	354.00
59731	Waring Oil Company, LLC	Diesel Fuel	926.25
59732	Matthew S. Wypyski	Consulting Services	8,696.88
59733	Zoro Tools, Inc.	Office and Maintenance Supplies	270.36

CHECKS DATED 05/31/23 AND RELEASED PRIOR TO SCHEDULED CHECK RUN

59687	IDEMIA	TWIC Card	125.25
59688	Sparklight	Internet Services	93.18
59689	CenterPoint Energy	Natural Gas Services	31.58
59690	CenterPoint Energy	Natural Gas Services	30.61

TRANSFERS

05/30/23	ersoybilgeham lawyers and consultants	Consulting Services	3,429.95
06/02/23	Deferred Compensation	Employee Deductions	1,020.00
06/05/23	State School Insurance Fund/DFA	06/2023 Employee Health and Life Insurance	15,012.00
06/06/23	Public Employment Retirement	Retirement Match and Withheld	59,741.68
06/07/23	Federal Tax Deposit	Payroll Tax Deposit	25,927.82
Total			<u>\$365,301.68</u>

FINAL CHECKLIST FOR JUNE 22, 2023

BILLS FOR THE MONTHS OF MAY AND JUNE 2023 APPROVED AND PAID

FROM THE GROSS REVENUE FUND OF THE MS STATE PORT AUTHORITY AT GULFPORT

CHK #	VENDOR	DESCRIPTION	CHK AMT
59789	AFLAC	Employee Deductions	1,196.83
59790	AirGas Gulf States	Acetylene, Oxygen and Argon Cylinders	213.69
59792	Baudier's Flooring, Inc.	Install Flooring at Operations Building	14,763.25
59794	Sparklight	Cable Services	237.56
59795	Card Services	Software Subscriptions and Maintenance Supplies	1,080.94
59796	Card Services	Travel Expenses	884.79
59797	City of Gulfport	Water	3,971.56
59799	C Spire Wireless	Cell Phone Services	913.12
59800	C Spire Business Solutions	Telephone/Internet Services	2,666.42
59802	Fuelman	Fuel for MSPA Vehicles	327.36
59803	Katie Gill	Accounting Services	1,200.00
59804	Guardian	Employee Deductions	1,434.24
59805	Gulf Coast Business Supply, Inc.	Office Supplies	430.07
59806	Gulf Coast Community Foundation	Sponsorship	700.00
59807	Whitney Bank Divisional Property	July Lease for Suite 1450	26,858.42
59808	KLDDiscovery Ontrack, LLC	Professional Services	1,552.00
59809	Robert J. Knesal	Per Diem	80.00
59810	Mark P. Loughman	Per Diem	40.00
59812	Magnolia Printing Co.	Signs for Meeting	88.49
59813	Memorial Hospital at Gulfport	New Employee Testing	80.00
59814	The Mississippi Bar	Convention Registration Fees	465.00
59815	MS Pub. Employees Credit Union	Employee Deductions	445.00
59817	Pass Road Mini Storage, LLC	Storage Unit Rent	165.00
59818	Pinnacle Printing & Copying	Scan and Upload Documents	160.00
59819	Legal Shield	Employee Deductions	61.81
59820	Rebel Sound Systems, Inc.	Repair Fire Alarm at Operations Building	1,115.00
59821	Seal Electrical, Inc.	Electrical Services	2,160.85
59822	ServiceWear Apparel, Inc.	Employee Uniforms	362.10
59823	South Mississippi Business Machines	Copier Maintenance	569.00
59824	Kathryn Dennis Spear	Per Diem	120.00
59825	Swetman Security Services, Inc.	Security Guard Services	64,480.67
59826	Cowles Edgar Symmes	Per Diem	80.00
59827	Mississippi Valuations, LLC	Real Estate Valuation Services	750.00
59828	DeeDee Wood	Registration Fees for Continuing Education	255.00
59829	Wright National Flood Ins.	Flood Insurance	17,044.00
59830	Matthew S. Wypyski	Consulting Services	8,696.88
59831	Zoro Tools, Inc.	Maintenance Supplies	152.13

TRANSFERS

06/13/23	MS Department of Revenue	Sales Tax Payment	11,694.07
06/14/23	MS Department of Revenue	Employee Deductions	7,768.00
06/16/23	Deferred Compensation	Employee Deductions	1,020.00
06/21/23	Federal Tax Deposit	Payroll Tax Deposit	26,161.52
Total			<u>\$202,444.77</u>

Commissioner Symmes moved to approve the Port User Licenses, pending receipt of all fees and insurance documents. Commissioner Loughman seconded and the motion was unanimously approved.

The following items were approved:

RENEWAL LICENSES:

Vendor: All Crane Rental; Arrow Sysco Food Services; Auto Chlor Services; Dockside Services; Eagle Energy, Inc.; Kirby Inland Marine; Maymar Marine Supply; Wrist USA (World Ship Supply)

Steamship Agent: Biehl & Company; Dole Fresh Fruit; General Steamship Corporation; Norton Lilly International; GAC Shipping

Stevedore: CSA Equipment Co., LLC; Ports America Gulfport, Inc.

Pilot: Robert Wren

Commissioner Knesal left the room.

Commissioner Loughman moved to approve a progress payment to Andercorp in the amount of \$640,089.30. Commissioner Symmes seconded and the motion was unanimously approved.

Commissioner Knesal returned to the meeting.

Commissioner Knesal moved to approve the following progress payments: Balch & Bingham (\$33,767.40); Benecorp, Inc. (\$38,412.91); Continental Rail (\$27,100.62); Digital Engineering (\$20,225.50); MP Design Group (\$46,766.25) and NorthSouth GIS (\$38,136.40). Commissioner Symmes seconded and the motion was unanimously approved.

OLD BUSINESS:

Commissioner Symmes moved to approve the extension of Contract No. 18-FD-04 with Balch & Bingham for one year. Amendment No. 2, dated June 23, 2020, offers the option to extend the contract for one year with Balch & Bingham for legal services provided. The new expiration date is June 30, 2024. Commissioner Loughman seconded and the motion was unanimously approved.

Commissioner Loughman moved to award a contract for the Elevated Reefer Plugs Project to D.N.P., Inc. Four bids were received, with D.N.P., Inc. being the lowest and best at \$543,000.00. Commissioner Symmes seconded and the motion was unanimously approved.

Commissioner Knesal left the room.

Commissioner Loughman moved to approve Change Order No. 3 under Contract No. 22-EN-05 with AnderCorp, LLC. Change Order No. 3 adds \$57,792.16 to the contract with no change to schedule. Commissioner Symmes seconded and the motion was unanimously approved.

Commissioner Knesal returned to the meeting.

Commissioner Symmes moved to approve Change Order No. 3 under Contract No. 23-EN-02 with Continental Rails, Inc. Change Order No. 3 decreases the contract by \$4,360.00 for final adjustments and allows for the closeout of the project. Commissioner Loughman seconded and the motion was unanimously approved.

Commissioner Symmes moved to approve the Notice of Completion for Contract No. 23-EN-02 with Continental Rails, Inc. All work has been completed and accepted. Commissioner Loughman seconded and the motion was unanimously approved.

Commissioner Loughman moved to approve Change Order No. 2 under Contract No. 22-EN-06 with Benecorp, Inc. Change Order No. 2 adds 62 days to the contract with no additional costs. Commissioner Symmes seconded and the motion was unanimously approved.

Commissioner Symmes moved to approve the Notice of Completion for Contract No. 22-EN-06 with Benecorp, Inc. All work has been completed and accepted. Commissioner Knesal seconded and the motion was unanimously approved.

Commissioner Knesal moved to approve Modification No. 1 to Work Order No. 12 to Contract No. 17-EN-04 with Digital Engineering. Modification No. 1 adds \$41,602.50 to the contract and closes out Work Order No. 12. Commissioner Symmes seconded and the motion was unanimously approved.

NEW BUSINESS:

Commissioner Symmes moved to approve the FY2024 Operating Budget in the amount of \$16,723,291. Commissioner Loughman seconded and the motion was unanimously approved.

Commissioner Loughman moved to approve Work Order No. 5 under Contract No. 23-EN-01 with MP Design Group. Work Order No. 5 has a not to exceed amount of \$61,600.00 for East Pier laydown area and Shed 50/53 striping/paving. Commissioner Symmes seconded and the motion was unanimously approved.

Commissioner Knesal moved to approve Work Order No. 6 under Contract No. 23-EN-01 with MP Design Group. Work Order No. 6 has a not to exceed amount of \$121,472.00 for engineering services for the Asset Inspection Program. Commissioner Symmes seconded and the motion was unanimously approved.

Commissioner Symmes moved to approve Work Order No. 7 under Contract No. 23-EN-01 with MP Design Group. Work Order No. 7 has a not to exceed amount of \$381,865.00 for engineering services for the new tugboat pier. Commissioner Loughman seconded and the motion was unanimously approved.

Commissioner Symmes moved to approve Work Order No. 8 under Contract No. 23-EN-01 with MP Design Group. Work Order No. 8 has a not to exceed amount of \$90,000.00 for engineering services related to supporting USACE on the channel deepening and widening feasibility study. Commissioner Loughman seconded and the motion was unanimously approved.

ENGINEERING UPDATE:

James Buras reported on current engineering projects.

OPERATIONS REPORT:

Shawn Meyer reported on the maritime activity for May:

Vessels	16		Vehicles	13,500
Tugs	10		Railcars	615
Tonnage (YTD)	1,918,118		Barges	8
TEU's (short tons)	173,348			

The annual hurricane meeting with tenants, USCG, EMA and NOAA was held on June 12th. Always attended well and gets everyone on the same page for these events, prior to a named storm.

The maintenance dredging equipment is arriving for a mid-July startup. There is an allocation of \$9.8 million and they hope to handle 1,000 feet per day.

Crane 2 was hit by lightning this week and slowed Dole down a bit.

Tonnage is down 12.2% but TEU's are only down .2%. This is basically the same number of containers but less cargo.

EXECUTIVE DIRECTOR'S COMMENTS:

Current top priority is dredging.

The Neshoba County Fair Coast Night will take place July 24th. This is the night before our July Board Meeting but we will send a contingency.

We are currently pursuing a grant effort on the East Pier Road project. More information to come next month.

After reviewing the VOLPE report, we will spend the summer on an internal assessment.

We had a great visit from the new COO of Ports America. He is really focused on getting Terminal 4 and intermodal up and running. He is very interested in growth.

Now that the project has closed on the East Pier rail repair, we have a vessel coming in next week that will utilize that new rail. We look forward to seeing that operation.

GENERAL COUNSEL'S COMMENTS:

Ben Stone had no comments.

MDA'S COMMENTS:

Philip Carter had no comments.

COMMISSIONERS' COMMENTS:

Commissioners thanked staff for the updates and especially the budget work.

Commissioner Rester mentioned the date of July 29th at Jones Park – the 125th Anniversary of the City of Gulfport. He has been working on the committee and expressed his thanks to Dole for their support and participation.

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

Commissioner Symmes moved to enter Executive Session to discuss litigation (YILPORT), a real estate matter (potential purchase of property), and a personnel matter. Commissioner Loughman seconded and the motion was unanimously approved.

(THE BOARD OF COMMISSIONERS ENTERED INTO EXECUTIVE SESSION AT APPROXIMATELY 9:42 A.M.)

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

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

Commissioner Symmes moved to amend the agenda to add approval to give authority to Jon Nass, or his designee, to bid and purchase from the Gulfport School district its 28th Street School property. Commissioner Loughman seconded and the motion was unanimously approved.

Commissioner Symmes moved to approve giving Jon Nass, or his designee, authority to bid and purchase from the Gulfport School District, its 28th Street School property, on an amount not to exceed the ports' independent appraiser's value, established by Everette Ladner, III. Commissioner Loughman seconded and the motion was unanimously approved.

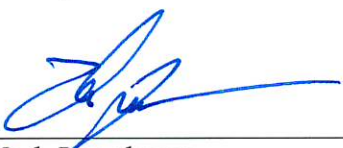
Commissioner Rester moved to adjourn.

The meeting adjourned at approximately 11:20 a.m.

Approved and Attested



John Rester
Vice-President



Mark Loughman
Secretary