

**MISSISSIPPI PORT AUTHORITY**  
**BOARD OF COMMISSIONERS**  
**REGULAR MEETING**

**October 24, 2024**

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Minutes of the Mississippi State Port Authority Board of Commissioners Meeting, Thursday, October 24, 2024, at 2510 14<sup>th</sup> 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  
                          Kathryn Dennis Spear, Commissioner

Staff:                 Jon Nass, CEO  
                          Jennifer Smith, Chief of Staff  
                          Shawn Meyer, COO  
                          Kecia Laneaux, Executive Affairs Coordinator  
                          Errol LaRue, Counsel  
                          James Buras, Port Engineer  
                          Teresa Ehrlich, Project Manager  
                          Hannah Milliet, Public Relations & Marketing Specialist  
                          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

                          Ben Stone, Legal Counsel

Others:               Philip Carter, MDA (via telephone)  
                          Chelsea Paige, Hilton Garden Inn Gulfport  
                          Nicholas Moody, MP Design Group

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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 moved to amend the June 27, 2024, meeting minutes by deleting the approved minutes and replacing them with revised minutes. Commissioner Loughman seconded and the motion was unanimously approved.

PUBLIC COMMENTS:

There were no public comments.

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Commissioner Symmes moved to approve the Minutes from the September 11, 2024, Special Meeting, September 26, 2024, and June 27, 2024 (Revised) Board Meeting. Commissioner Loughman seconded and the motion was unanimously approved.

Commissioner Symmes moved to approve travel (December 1-7) – D’Antico to Los Angeles. 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 OCTOBER 09, 2024  
 BILLS FOR THE MONTHS OF SEPTEMBER AND OCTOBER 2024 APPROVED AND PAID  
 FROM THE GROSS REVENUE FUND OF THE MS STATE PORT AUTHORITY AT GULFPORT

| CHK #  | VENDOR                                  | DESCRIPTION   | CHK AMT   |
|--|---|---|-----------|
| 61326  | A-1 Elevator Service, LLC               | Quarterly Elevator Service  | 2,832.00  |
| 61327  | AGJ Systems & Networks, Inc.            | Computer Maintenance  | 5,377.50  |
| 61328  | Bay Motor Winding, Inc.                 | Lift station #1 Repairs   | 48,925.00 |
| 61329  | Ben Nelson Golf & Utility Vehicles      | Golf Cart Batteries   | 3,059.10  |
| 61330  | Sparklight                              | Internet Services   | 93.18     |
| 61331  | Card Services                           | Office Supplies and Subscription Renewal                                | 802.96    |
| 61332  | CenterPoint Energy                      | Natural Gas Services  | 41.94     |
| 61333  | City of Gulfport                        | Water   | 7,162.28  |
| 61334  | Core Logistical Solutions, LLC          | Repair Roll Up Doors at Dole M&R  | 900.00    |
| 61335  | Continental Battery Company             | Battery for Unit #3   | 74.23     |
| 61336  | DSD Associates, Inc.                    | Software Support  | 50.00     |
| 61337  | Federal Express Corp.                   | Express Mail Services   | 52.94     |
| 61338  | Fuelman                                 | Fuel for MSPA Vehicles  | 334.83    |
| 61339  | Gleem Paint Center                      | Paint for J. D'Antico Office  | 449.70    |
| 61340  | Grainger, Inc.                          | Janitorial Supplies   | 50.37     |
| 61341  | Great Southern Club                     | Monthly Dues and Business Expenses                                      | 206.42    |
| 61342  | Hostpapa, Inc.                          | Website Hosting   | 97.16     |
| 61343  | MS State Treasurer Fund<br>3360900000   | Telephone/Internet Services   | 155.08    |
| 61344  | Jerry's Lawn Mower Sales                | Lawn Mower Parts  | 155.44    |
| 61345  | Kiwanis International of Gulfport       | Membership Dues   | 327.00    |
| 61346  | Errol LaRue                             | Travel Expenses   | 616.44    |
| 61347  | Lowe's Home Center, Inc.                | Painting and Maintenance Supplies                                       | 303.52    |
| 61348  | Mark Dunning Industries, Inc.           | Waste Removal Services  | 1,067.50  |
| 61349  | McClatchy Company, LLC                  | Advertising   | 1,100.00  |
| 61350  | MS DHS - State Disbursement Unit        | Employee Deductions   | 263.56    |
| 61351  | MS Pub. Employees Credit Union          | Employee Deductions   | 375.00    |
| 61352  | United Rentals (North America),<br>Inc. | Scissor Lift Rental to Install Lights at Gym on 34th Avenue<br>Property | 1,126.52  |
| 61353  | Pass Road Mini Storage, LLC             | Storage Unit Rent   | 185.00    |
| 61354  | Peopletrail, LLC                        | New Employee Testing  | 124.50    |
| 61355  | Portable Services, Inc                  | Portable Restroom Services  | 535.00    |
| 61356  | Quadient Finance USA, Inc.              | Postage   | 1,003.00  |
| 61357  | Rotolo Consultants, Inc. dba RCI        | Irrigation System Repair and Landscape Services                         | 6,514.08  |
| 61358  | Seal Electrical, Inc.                   | Electrical Repairs for Chiquita Yard and West Pier Power<br>Outage      | 37,855.14 |
| 61359  | Timeless Designs of Lucedale LLC        | Interior Plant Maintenance  | 279.69    |
| 61360  | U.S. Bank National Association          | Maintenance Supplies, Training Registration Fee, Food-<br>ERP Workshop  | 2,233.96  |
| 61361  | Zoro Tools, Inc.                        | Tripod Kit, Delineator Post and Parts for Lift Stations                 | 2,125.67  |
| CHECK DATED 10/07/24 AND RELEASED PRIOR TO SCHEDULED CHECK RUN |   |   |           |
| 61324  | IDEMIA                                  | TWIC CARD   | 125.25    |
| TRANSFERS  |   |   |           |
| 09/25/24   | Public Employment Retirement            | Retirement Match and Withheld   | 63,050.13 |
| 10/03/24   | State School Insurance Fund/DFA         | 10/2024 Employee Health & Life Insurance                                | 14,049.80 |
| 10/04/24   | Federal Tax Deposit                     | Payroll Tax Deposit   | 28,919.67 |

|          |                       |  |                     |
|----------|-----------------------|--|---------------------|
| 10/04/24 | Deferred Compensation | Employee Deductions                          | 1,295.00            |
| 10/09/24 | Regus                 | Rent for Public Affairs Office in Jackson MS | 627.60              |
|          |                       | Total  | <u>\$234,923.16</u> |

FINAL CHECKLIST FOR OCTOBER 24, 2024

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

| CHK#  | VENDOR                               | DESCRIPTION   | CHK AMT    |
|-------|--------------------------------------|---|------------|
| 61364 | Kentwood Springs                     | Drinking Water  | 586.09     |
| 61365 | AFLAC                                | Employee Deductions   | 1,190.19   |
| 61366 | AGJ Systems & Networks, Inc.         | Computer Equipment  | 5,402.67   |
| 61367 | AirGas Gulf States                   | Acetylene, Oxygen and Argon Cylinders                         | 235.67     |
| 61368 | All Safe Technologies, LLC           | Fire Alarm Monitoring   | 239.70     |
| 61369 | Amazon Capital Services, Inc.        | Flashlight, Computer Monitor and Stand                        | 230.97     |
| 61370 | Apex Environmental Consultants, Inc. | Environmental Online Services                                 | 500.00     |
| 61371 | Astro Ford of Mississippi, Inc.      | Window Repair for Unit #13 and A/C Repairs for Unit #12       | 1,845.73   |
| 61372 | Sparklight                           | Cable Services  | 248.90     |
| 61373 | City of Gulfport                     | Water   | 2,660.32   |
| 61374 | Core Logistical Solutions, LLC       | Repair Roll Up Doors at Dole Warehouse                        | 225.00     |
| 61376 | C Spire Business Solutions           | Telephone/Internet Services                                   | 1,780.47   |
| 61377 | Dept. of Finance & Admin.            | MMRS Quarterly Charges  | 508.00     |
| 61380 | Federal Express Corp.                | Express Mail Services   | 33.82      |
| 61381 | Devonna M. Freeman                   | TWIC Card   | 117.25     |
| 61382 | Fuelman                              | Fuel for MSPA Vehicles  | 460.86     |
| 61383 | Graybar Electric Company, Inc.       | Wire for Repairs at Chiquita Bunker #21                       | 14,858.49  |
| 61384 | Guardian                             | Employee Deductions   | 1,476.31   |
| 61386 | Whitney Bank Divisional Property     | November Lease for Suite 1450                                 | 27,664.17  |
| 61387 | Whitney Bank Trust & Asset Mgmt.     | Investment Advisory Service Fees                              | 24,620.45  |
| 61388 | Hornedo Strategies LLC               | Consulting Services   | 10,000.00  |
| 61390 | Alexandrea Cherelle Jones-Johnson    | Business Expense  | 11.17      |
| 61391 | KLDiscovery Ontrack, LLC             | Professional Services   | 1,477.00   |
| 61392 | Robert J. Knesal                     | Per Diem  | 80.00      |
| 61393 | Mark P. Loughman                     | Per Diem  | 80.00      |
| 61394 | Lowe's Home Center, Inc.             | Maintenance Supplies and Part for Door at Operations Building | 641.93     |
| 61396 | Mayer Electric Supply Co., Inc.      | Electrical Repair Parts Due to West to Pier Power Outrage     | 14,211.83  |
| 61397 | MS Economic Council                  | Registration Fee  | 140.00     |
| 61398 | MS DHS - State Disbursement Unit     | Employee Deductions   | 263.56     |
| 61399 | MS Gulf Coast Chamber of Comm.       | Sponsorship   | 500.00     |
| 61400 | MS Power Company                     | Electricity   | 161,095.51 |
| 61401 | MS Pub. Employees Credit Union       | Employee Deductions   | 375.00     |
| 61402 | MSPA Petty Cash Fund                 | Replenish Petty Cash  | 123.30     |
| 61403 | Jon T. Nass                          | Travel Expenses   | 3,815.56   |
| 61404 | Pass Road Mini Storage, LLC          | Storage Unit Rent   | 175.00     |
| 61405 | The Port Employees Assoc.            | Employee Deductions   | 80.00      |
| 61406 | Legal Shield                         | Employee Deductions   | 14.96      |
| 61407 | Redd Pest Solutions                  | Pest Control Services   | 90.00      |
| 61408 | SBL Strategies, LLC                  | Professional Consulting Services                              | 10,000.00  |
| 61409 | South Mississippi Business Machines  | Copier Maintenance  | 509.00     |
| 61410 | Norma Jean Soroe                     | Transcription Services  | 409.48     |
| 61411 | Southern Printing & Silkscreen       | Decals for Equipment and Vehicles                             | 75.00      |
| 61412 | Kathryn Dennis Spear                 | Per Diem  | 80.00      |
| 61413 | SSA Gulf Inc.                        | Office Trailer Rent for Cotton Compress                       | 900.00     |
| 61414 | Swetman Security Services, Inc.      | Security Guard Services                                       | 32,730.50  |
| 61415 | Cowles Edgar Symmes                  | Per Diem  | 80.00      |
| 61416 | Interworld Highway, LLC              | Confined Space Kit  | 1,249.03   |

|  |                                 |  |                            |
|--|---------------------------------|--|----------------------------|
| 61417  | TGG Management Company, Inc.    | Professional Services                        | 49,116.58                  |
| 61418  | TX Child Support SDU            | Employee Deductions                          | 219.23                     |
| 61419  | United Way of South MS, Inc.    | Employee Deductions                          | 91.42                      |
| 61420  | Upchurch Services, LLC          | HVAC/R Maintenance and Repair Services       | 22,593.79                  |
| 61422  | Waring Oil Company, LLC         | Diesel Fuel                                  | 1,524.00                   |
| 61423  | Zoro Tools, Inc.                | Water Pump                                   | 1,202.98                   |
| CHECK DATED 10/15/24 AND RELEASED PRIOR TO SCHEDULED CHECK RUN |                                 |  |                            |
| 61362  | Jacob Beaver                    | TWIC Card                                    | 125.25                     |
| CHECK DATED 10/22/24 AND RELEASED PRIOR TO SCHEDULED CHECK RUN |                                 |  |                            |
| 61363  | Monster Subs & Sandwiches, Inc. | Community Advisory Meeting                   | 140.00                     |
| TRANSFERS  |                                 |  |                            |
| 10/14/24   | MS Department of Revenue        | Employee Deductions                          | 7,559.00                   |
| 10/18/24   | MS Department of Revenue        | Sales Tax Payment                            | 11,328.18                  |
| 10/18/24   | Federal Tax Deposit             | Payroll Tax Deposit                          | 30,008.70                  |
| 10/18/24   | Deferred Compensation           | Employee Deductions                          | 1,295.00                   |
| 10/24/24   | Connected Oceans                | Business Development and Consulting Services | 26,174.48                  |
| Total  |                                 |  | <u><u>\$475,471.50</u></u> |

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The following items were approved:

RENEWAL LICENSES:

No Port User Licenses.

Commissioner Symmes moved to approve the following progress payments: Balch & Bingham (\$10,704.25); Covington Civil & Environmental (\$123.75); Dredging Professionals (\$720.00); Gulf Regional Planning Commission (\$1,502.90); J.E. Borries, Inc. (\$445,000.00); MP Design Group (\$3,150.10); MP Design Group (\$48,617.93); Warren Paving (\$158,619.48). Commissioner Spear seconded and the motion was unanimously approved.

*Commission Spear left the meeting.*

Commissioner Symmes moved to approve the following progress payments: DNP, Inc. (\$133,190.00). Commissioner Loughman seconded and the motion was unanimously approved.

*Commissioner Spear returned to the meeting.*

OLD BUSINESS:

Commissioner Loughman moved to approve contract extension for 22-FD-03 with Mark Dunning Industries for trash disposal services at the same rates and terms agreed to in the original contract. The revised expiration date will be October 31, 2026. Commissioner Symmes seconded and the motion was unanimously approved.

Commissioner Symmes moved to approve the first amendment to Contract No. 25-EN-05 with J.E. Borries, Inc. for the Emergency Dredging of East Pier Berth 3 for an increase of 1,200 cubic yards of debris material removal. This additional debris removal is required to meet the desired depth at Berth 3. Commissioner Loughman seconded and the motion was unanimously approved.

Commissioner Loughman moved to approve Modification No. 1 to Work Order No. 6 for Agreement 24-EN-03 with WSP, Inc. for a \$50,000.00 increase in funding for work anticipated in 2025. Commissioner Symmes seconded the motion and the motion was unanimously approved.

NEW BUSINESS:

Commissioner Loughman moved to approve Work Order No. 10 with WSP, Inc., under Contract No. 24-EN-03. The scope of services will include Workforce Development Implementation Services on an as-needed basis not to exceed \$50,000.00. Commissioner Symmes seconded and the motion was unanimously approved.

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ENGINEERING UPDATE:

James Buras reported on current engineering projects.

OPERATIONS REPORT:

Shawn Meyer reported on the maritime activity for September 2024:

|                    |         |  |               |        |
|--------------------|---------|--|---------------|--------|
| Vessels            | 17      |  | Vehicles      | 14,000 |
| Tugs               | 9       |  | Railcars      | 811    |
| Tonnage (YTD)      | 581,461 |  | Barges        | 27     |
| Tonnage            | 220,450 |  | TEU (monthly) | 14,991 |
| TEU's (short tons) | 45,060  |  |               |        |

Tonnage (YTD) has a 38% increase which includes an increase in fruit, bulk cargo and outbound cargo. There was a 39% increase in monthly tonnage from last year. Monthly TEU increased by 3%.

EXECUTIVE DIRECTOR'S COMMENTS:

Next month, the Business Development Plan will be presented. The plan will look at the next five years and how to drive business to the Port.

While attending the Caribbean Shipping Association Conference, had the opportunity to network with smaller carriers that were interested in doing business with the Port.

The HUGE Annual Meeting was held in Washington, DC. This organization is interested in near shoring which allowed for personal networking.

Andrew Haines attended the Breakbulk Conference in Houston.

We attended with the Army Corps of Engineers a Tentatively Selected Plan Meeting in reference to the timeline and a cost benefit analysis for dredging project.

Executive Director Nass announced that the Director of Finance has been hired. He thanked Shawn Meyer and the entire Finance Team for their hard work during the transition.

GENERAL COUNSEL'S COMMENTS:

Ben Stone had no comments.

COMMISSIONERS' COMMENTS:

No commissioner comments.

MDA'S COMMENTS:

Philip Carter had no comments.

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

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

(THE BOARD OF COMMISSIONERS ENTERED INTO EXECUTIVE SESSION AT APPROXIMATELY 9:41 A.M.)

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

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

Commissioner Rester moved to adjourn.

The meeting adjourned at approximately 11:14 a.m.

Approved and Attested



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John Rester  
President



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Mark Loughman  
Secretary