

MISSISSIPPI PORT AUTHORITY
BOARD OF COMMISSIONERS
REGULAR MEETING

February 23, 2022

Minutes of the Mississippi State Port Authority Board of Commissioners Meeting,
Wednesday, February 23, 2022, at 2510 14th Street, Suite 1450, Gulfport, Mississippi at
which the following Commissioners and staff were present:

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

Staff: Jon Nass, CEO
Matthew Wypyski, Deputy Director/COO
Kim Purchner, Exec. Asst./HRO
Nick Foto, Deputy Program Manager
DeeDee Wood, CFO
Errol LaRue, Govt. & Legal Affairs Manager
Shawn Meyer, Director of Operations
Mel Arsenault, Director of Grant/Workforce Dev.
Allison Chimenya, Marketing Specialist
Carlos Bell, Director of Public Engagement
Tammy Salisbury, Comptroller
Cassie Cox, Administrative Assistant/Engineering

David Duhe, Legal Counsel
Mark Bond, Legal Counsel

Others: Philip Carter, MDA (via telephone)
Jamie Miller, MDA (via telephone)
Bruce Newton, Digital Engineering
Mark Foster, Cypress Engineering
Cynthia Henderson, Cypress Engineering
Joey Beattie, BSX Insurance

Commissioner Knesal noted the presence of a quorum and called the meeting to order at
approximately 10:00 a.m.

The Pledge of Allegiance was led by Commissioner Knesal.

The invocation was given by Carlos Bell, MSPA.

PUBLIC COMMENTS:

There were no public comments.

Commissioner Simpson moved to approve the Minutes from January 28, 2022.
Commissioner Roberts seconded, and the motion was unanimously approved.

Commissioner Roberts moved to approve travel (March 28-31) Nass, LaRue, Simpson to Washington, DC; (May 4-6) Nass to Galveston, TX. Commissioner Symmes seconded and the motion was unanimously approved.

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

DISBURSEMENTS THROUGH FEBRUARY 10, 2022
BILLS FOR THE MONTHS OF JANUARY AND FEBRUARY 2022 APPROVED AND PAID
FROM THE GROSS REVENUE FUND OF THE MS STATE PORT AUTHORITY AT GULFPORT

CHK#	VENDOR	DESCRIPTION	CHK AMT
58092	A-1 Elevator Service, LLC	Quarterly Elevator Maintenance	4,166.00
58093	AGJ Systems & Networks, Inc.	Computer Maintenance	4,649.00
58094	AirGas Gulf States	Acetylene, Oxygen and Argon Cylinders	144.68
58095	B.E.A.R.	Fabricated Bushings and Rebuilt Gantry Motors for Cranes	2,860.00
58096	City of Gulfport	Water	4,080.28
58097	Sun Coast Business Supply	Office Supplies	590.44
58098	Collection Services Center	Employee Deductions	90.06
58099	Consolidated Electrical Distributors, Inc.	Electrical Supplies for Landscape Lights	2,613.69
58100	Cornett Bolt & Screw	Tools for Metal Work	166.92
58101	Covington Civil & Environmental, LLC	Fertilizer Site Groundwater Sampling and Analyses	15,222.28
58102	C Spire Wireless	Cell Phone Services	1,035.64
58103	C Spire Business Solutions	Telephone/Internet Services	2,810.39
58104	Dellner Bubenzer USA Inc.	Replacement Brake Wedges for Cranes	532.92
58105	Federal Express Corp.	Express Mail Services	21.60
58106	Fuelman	Fuel for MSPA Vehicles	403.93
58107	Grainger, Inc.	Maintenance Supplies	642.96
58108	Great Southern Club	Monthly Dues and Business Expenses	167.16
58109	Guardian Booth, LLC	Guard Shacks for North and East Gate	41,094.88
58110	Gulf Ports Association	Registration Fee and Membership Dues	750.00
58111	MS State Treasurer Fund 3360900000	Telephone/Internet Services	183.39
58112	Kalmar USA, Inc.	Proxy Mounting Hardware and Twistlocks for Spreaders	7,301.15
58113	LeaseQuery, LLC	Software Subscription	3,000.00
58114	Lowe's Home Center, Inc.	Maintenance Supplies	199.50
58115	Marine Technology Society, Inc	Sponsorship Fees	20,000.00
58116	Maritime Defense Strategy, LLC	Consulting Services	3,650.00
58117	Mark Dunning Industries, Inc.	Waste Removal Services	1,032.50
58118	MS Dept. of Human Services CRDU	Employee Deductions	156.00
58119	MS Power Company	Electricity	117,975.70
58120	MS Pub. Employees Credit Union	Employee Deductions	445.00
58121	Jon T. Nass	Travel Expenses	122.11
58122	The Port Employees Assoc.	Employee Deductions	128.00
58123	Portable Services, Inc.	Portable Restroom Services	255.00
58124	Quadient Leasing USA Inc.	Postage Machine Rent	195.57
58125	Redd Pest Solutions	Pest Control Services	160.00
58126	RJ Young Company, Inc.	Printer Maintenance	482.56
58127	Rotolo Consultants, Inc. dba RCI	Landscape Services	844.80
58128	Seal Electrical, Inc.	Electrical Services	1,552.00
58129	Shuttlewagon, Inc.	Belt for Shuttlewagon	278.88
58130	Norma Jean Soroe	Transcription Services	334.48
58131	Southern Admin. and Benefits	Monthly Service Fee	200.00
58132	Southeastern Overhead Door Inc.	Dock Leveler Pressure Switches	1,584.00
58133	SunSouth, LLC	Canopy for John Deere Tractor	603.56

58134	Vulcan Construction Materials, LLC	Limestone for Cotton Compress	4,004.08
58135	DeeDee Wood	Registration Fees	25.00
CHECKS DATED 01/31/22 AND RELEASED PRIOR TO SCHEDULED CHECK RUN			
58089	Paul D. Jamerson	Landscape Lighting	42,526.00
58090	Sparklight	Internet Services	91.18
TRANSFERS			
01/27/22	Deferred Compensation	Employee Deductions	1,782.50
02/02/22	Federal Tax Deposit	Payroll Tax Deposit	29,696.18
02/03/22	State School Insurance Fund/DFA	02/2021 Employee Health and Life Insurance	19,883.44
02/04/22	Public Employment Retirement	Retirement Match and Withheld	64,953.22
Total			<u>\$405,688.63</u>

FINAL CHECKLIST FOR FEBRUARY 23, 2022

BILLS FOR THE MONTHS OF JANUARY AND FEBRUARY 2022 APPROVED AND PAID
FROM THE GROSS REVENUE FUND OF THE MS STATE PORT AUTHORITY AT GULFPORT

CHK #	VENDOR	DESCRIPTION	CHK AMT
58136	Kentwood Springs	Drinking Water	360.49
58137	AFLAC	Employee Deductions	1,885.35
58138	AGJ Systems & Networks, Inc.	Laptop Computer	2,249.99
58139	Alimak Group USA Inc.	Quarterly Crane Elevator Inspections	2,190.00
58140	Sparklight	Cable Services	178.98
58141	Card Services	Promotional Items, TV, Employee Uniforms, Repair Parts	3,004.22
58142	Collection Services Center	Employee Deductions	90.06
58143	Consolidated Electrical Distributors, Inc	Supplies for Electrical Platforms, LED Drivers, Lights For Shed 50	42,565.19
58144	Continental Battery Company	Batteries for Equipment and Vehicles	224.39
58146	E Fire Southern, Inc.	Fire Alarm Inspections	2,100.00
58147	Federal Express Corp.	Express Mail Services	24.07
58148	Fuelman	Fuel for MSPA Vehicles	181.01
58149	Green Marine Mngmt. Corp.	Membership Dues	5,857.00
58150	Guardian	Employee Deductions	2,110.96
58151	Hancock Bank	March Lease for Suite 1450	26,076.14
58152	Robert J. Knesal	Per Diem	80.00
58153	Lowe's Home Center, Inc.	Vacuum and Microwave for Operations	284.05
58154	MS Department of Revenue	Employee Deductions	728.19
58155	MS Dept. of Human Services CRDU	Employee Deductions	156.00
58156	MS Pub. Employees Credit Union	Employee Deductions	445.00
58157	Pass Road Mini Storage, LLC	Storage Unit Rent	165.00
58158	Point Lighting Corp.	Replacement LED Warning Lights for Cranes	1,982.05
58159	Legal Shield	Employee Deductions	61.81
58160	Puckett Machinery Company	Cutting Edges for Backhoe	393.96
58161	Eluse J. Roberts	Per Diem	40.00
58162	Rob't J. Baggett, Inc.	Labor to Change Trolley Coupler for Crane #2	2,802.22
58163	Sage Software, Inc.	Software Renewal	6,916.33
58164	Seal Electrical, Inc.	Electrical Services	227.00
58165	James C. Simpson, Jr.	Per Diem	40.00
58166	Skillsoft Corporation	License Fees For Cloud Based Learning Content	10,000.00
58167	South Mississippi Business Machines	Copier Maintenance	569.00
58168	SSA Gulf Inc.	Office Trailer Rent for Cotton Compress	850.00
58169	Star Service Inc. of Mobile	HVAC/R Maintenance and Repair Services	285.00
58170	Lucy Stevens	TWIC Card Renewal	125.25
58171	Swetman Security Services, Inc.	Security Guard Services	31,748.30
58172	Cowles Edgar Symmes	Per Diem	120.00
58173	Waring Oil Company, LLC	Fuel Tank and Hand Pump For Cotton Compress	568.00

TRANSFERS

02/11/22	Deferred Compensation	Employee Deductions	1,782.50
02/14/22	MS Department of Revenue	Employee Deductions	8,544.00
02/15/22	MS Department of Revenue	Sales Tax Payment	14,637.99
02/16/22	Federal Tax Deposit	Payroll Tax Deposit	30,149.85
Total			<u>\$202,799.35</u>

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

The following items were approved:

NEW LICENSES:

Steamship Agent: DSV Air & Sea, Inc. dba DSV Marine Service

RENEWAL LICENSES:

Vendor (TWIC Escort): Mike Gartman Transfer Service; US Maritime Services, LLC

Steamship Agent: Nord-Sud Shipping, Inc.; Gulf Harbor Shipping

Transfer Company: Mike Gartman Transfer Service

Commissioner Symmes moved to approve the following progress payments: Balch & Bingham (\$34,664.86); Digital Engineering (\$81,183.24); Digital Engineering (\$35,287.25). Commissioner Simpson seconded and the motion was unanimously approved.

Commissioner Rester moved to approve Cash Request #310 to CH2MHill for a total of \$32,126.81. Commissioner Roberts seconded and the motion was unanimously approved.

Commissioner Rester moved to approve Cash Request #311 to Wharton Smith for a total of \$110,008.18. Commissioner Simpson seconded and the motion was unanimously approved.

Commissioner Simpson moved to approve Cash Request #312 to Eley Guild Hardy (\$32,208.50); MSPA (\$11,240.02) and Wharton Smith (\$1,070,098.26) for a total of \$1,113,546.78. Commissioner Roberts seconded and the motion was unanimously approved.

PORT RESTORATION/ENGINEERING UPDATE:

Nick Foto gave an update on OEF construction and Bruce Newton, Digital Engineering gave an engineering update.

OPERATIONS REPORT:

Shawn Meyer, Director of Operations, reported on the annual maritime activity for January 2022:

Vessels	15		Vehicles	11,315
TEU's	12,595		Railcar Count	1,028
Tonnage (short tons)	201,358			

The TEU amount indicated a 6% decrease from January of 2021, while the tonnage increased by 38%.

Matt Wypyski, COO, reported on the different varieties of outgoing cargo and gave an update on dredging.

EXECUTIVE DIRECTOR’S COMMENTS:

Director Jon Nass reported on meetings held in Gulfport last week between our strategic master planners and staff, Commissioners, tenants and stakeholders. The data collection process has begun.

A visit is planned for next week to north Mississippi to see Taylor Machine representatives. Ports America has recently ordered 4 of their machines and we look forward to these communications.

There are many marketing events in the near future – Breakbulk Conference in New Orleans, a MDA sponsored trip to Europe and a trip with the U.S. Department of Commerce to South America.

We have numerous grant opportunities and are pursuing and investigating each.

Insurance discussions are underway and risk reports have been received. Information will be relayed to Commissioners once compiled.

GENERAL COUNSEL’S COMMENTS:

David Duhe had no comments.

MDA’S COMMENTS:

Philip Carter had no comments.

COMMISSIONERS’ COMMENTS:

No comments

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 Simpson moved to enter Executive Session to discuss a legal matter (property lease). Commissioner Symmes seconded and the motion was unanimously approved.

(THE BOARD OF COMMISSIONERS ENTERED INTO EXECUTIVE SESSION AT APPROXIMATELY 10:30 A.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 11:50 p.m.

Approved and Attested


Robert J. Knesal
President


John Rester
Secretary