

MISSISSIPPI PORT AUTHORITY
BOARD OF COMMISSIONERS
REGULAR MEETING

March 24, 2022

Minutes of the Mississippi State Port Authority Board of Commissioners Meeting,
Thursday, March 24, 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
 Cowles Symmes, Treasurer
 Mark Loughman, 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.
 Kim Aguillard, Marketing & Media Manager
 Allison Chimenya, Marketing Specialist
 Tammy Salisbury, Comptroller
 Cassie Cox, Administrative Assistant/Engineering
 Matt Gabbett, Deputy Operations Director
 Gary Pitcovich, Crane Manager

Ben Stone, Legal Counsel

Others: Philip Carter, MDA (via telephone)
 Jamie Miller, MDA (via telephone)
 Bruce Newton, Digital Engineering
 Dr. Kelly Lucas, USM
 Joey Beattie, BSX Insurance
 Blair Garcia, WSP (via telephone)
 Richard Mestayer, Lanier & Associates
 John Rutherford, Lanier & Associates
 Donald Lambert, Matt MacDonald
 David Machado, Machado Patano Engineering
 Mark McDaniel, Wharton Smith
 Mark Lishen, EGH Architects
 Keith Blystone, Ocean Aero

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 DeeDee Wood, MSPA.

President Robert J. Knesal administered the Oath of Office to incoming Commissioner Mark Loughman, who was appointed to a 5-year term by Gulfport Mayor Billy Hewes, beginning March 8, 2022. Commissioner Loughman replaces outgoing Commissioner E.J. Roberts.

PUBLIC COMMENTS:

There were no public comments.

Commissioner Simpson moved to approve the Minutes from February 23, 2022. Commissioner Symmes seconded, and the motion was unanimously approved.

Commissioner Simpson moved to approve travel (March 6-7) LaRue to Ridgeland, MS; (March 10-11) LaRue to Jackson, MS; (May 9-14) Nass to Belgium; (May 14-20) Nass to South America. Commissioner Symmes seconded and the motion was unanimously approved.

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

DISBURSEMENTS THROUGH MARCH 09, 2022
BILLS FOR THE MONTHS OF FEBRUARY AND MARCH 2022 APPROVED AND PAID
FROM THE GROSS REVENUE FUND OF THE MS STATE PORT AUTHORITY AT GULFPORT

| CHK# | VENDOR | DESCRIPTION | CHK AMT |
|-------|---------------------------------------|--|------------|
| 58174 | AGJ Systems & Networks, Inc. | Computer Maintenance | 4,649.00 |
| 58175 | All Safe Technologies, LLC | Fire Alarm Monitoring | 439.45 |
| 58176 | AT&T Corp | Website Hosting | 89.96 |
| 58177 | B.E.A.R. | Grinder Pump for Portable Restroom | 1,996.50 |
| 58178 | Ben Nelson Golf & Utility Vehicles | Golf Cart Batteries | 900.00 |
| 58179 | Sparklight | Internet Services | 91.18 |
| 58180 | CenterPoint Energy | Natural Gas Services | 21.01 |
| 58181 | Chancellor, Inc. | Circuit Breaker for USM Pier | 212.00 |
| 58182 | City of Gulfport | Water | 10,212.50 |
| 58183 | Core Logistical Solutions, LLC | Shed 50 Door Repair | 2,495.53 |
| 58184 | Collection Services Center | Employee Deductions | 90.06 |
| 58185 | C Spire Wireless | Cell Phone Services | 1,022.77 |
| 58186 | Deere & Company | John Deere Utility Tractor | 28,013.02 |
| 58187 | Federal Express Corp. | Express Mail Services | 41.42 |
| 58188 | Fuelman | Fuel for MSPA Vehicles | 758.45 |
| 58189 | Grainger, Inc. | Asphalt Patch for Repairs | 738.30 |
| 58190 | Great Southern Club | Monthly Dues and Business Expenses | 322.68 |
| 58191 | John W. Harmon | Annual Elevator Inspections | 1,094.25 |
| 58192 | MS State Treasurer Fund 3360900000 | Telephone/Internet Services | 188.32 |
| 58193 | Newell Paper Co. | Janitorial Supplies | 583.20 |
| 58194 | JOC Group Inc. | Registration Fees | 675.00 |
| 58195 | Errol LaRue | Travel Expenses | 209.73 |
| 58196 | Lowe's Home Center, Inc. | Plumbing Supplies and Toilet for Cotton Compress | 195.26 |
| 58197 | Mark Dunning Industries, Inc. | Waste Removal Services | 1,735.00 |
| 58198 | MS Dept. of Human Services CRDU | Employee Deductions | 156.00 |
| 58199 | MS Gulf Coast Chamber of Comm. | Advertising | 200.00 |
| 58200 | MS Power Company | Electricity | 141,863.59 |
| 58201 | MS Pub. Employees Credit Union | Employee Deductions | 445.00 |
| 58202 | Pass Road Mini Storage, LLC | Storage Unit Rent | 180.00 |
| 58203 | The Port Employees Assoc. | Employee Deductions | 128.00 |

| | | | |
|-------|----------------------------------|--|-----------|
| 58204 | Portable Services, Inc. | Portable Restrooms | 255.00 |
| 58205 | PTW | Tires for Unit #8 | 460.80 |
| 58206 | RJ Young Company, Inc. | Printer Maintenance | 482.56 |
| 58207 | Rotolo Consultants, Inc. dba RCI | Landscape Services | 1,532.89 |
| 58208 | Shaggy's Gulfport LLC | Oceans in Action Reception Catering | 5,000.00 |
| 58209 | Stericycle, Inc. | Document Shredding Services | 130.87 |
| 58210 | Southern Admin. and Benefits | Monthly Service Fee | 200.00 |
| 58211 | Stuart C. Irby Co. | Elec. Supplies for Security Bldgs, DMR Pier & Restroom | 6,152.63 |
| 58212 | Swetman Security Services, Inc. | Security Guard Services | 32,157.68 |
| 58213 | Trident Supply, LLC | Hoist Ropes for Crane #1 | 25,916.00 |
| 58214 | United Way of South MS, Inc. | Employee Deductions | 55.00 |
| 58215 | The Whit Group, LLC | Web Hosting Service | 720.00 |
| 58216 | Matthew Wypyski | Business Expenses | 159.75 |
| 58217 | Zoro Tools, Inc. | Maintenance Supplies, Tools and Disposable Coveralls | 770.40 |

TRANSFERS

| | | | |
|----------|---------------------------------|--|---------------------|
| 02/24/22 | Deferred Compensation | Employee Deductions | 1,782.50 |
| 03/02/22 | Federal Tax Deposit | Payroll Tax Deposit | 30,340.48 |
| 03/03/22 | State School Insurance Fund/DFA | 03/2022 Employee Health and Life Insurance | 19,874.08 |
| 03/04/22 | Public Employment Retirement | Retirement Match and Withheld | 65,323.70 |
| Total | | | <u>\$391,061.52</u> |

FINAL CHECKLIST FOR MARCH 24, 2022

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

| CHK# | VENDOR | DESCRIPTION | CHK AMT |
|-------|--|---|-----------|
| 58218 | Kentwood Springs | Drinking Water | 317.58 |
| 58219 | AFLAC | Employee Deductions | 1,850.73 |
| 58220 | AGJ Systems & Networks, Inc. | Computer for Conference Room | 2,042.80 |
| 58221 | AirGas Gulf States | Acetylene, Oxygen and Argon Cylinders | 208.07 |
| 58222 | AT&T Corp | Website Hosting | 89.96 |
| 58223 | Sparklight | Cable Services | 155.12 |
| 58224 | Card Services | Software, Tools, Lights and Heat Detectors | 1,409.55 |
| 58225 | Card Services | Registration Fee | 345.00 |
| 58226 | Clarion Ledger | Advertising | 960.00 |
| 58227 | Core Logistical Solutions, LLC | Shed 16 Door Replacement | 40,465.58 |
| 58228 | Collection Services Center | Employee Deductions | 90.06 |
| 58229 | Consolidated Electrical Distributors, Inc. | Shed 50 Electrical Supplies and Lights/Bulbs for Shed 2 | 3,235.68 |
| 58230 | Cornett Bolt & Screw | Rivet Gun and Manifold Bolts for Cranes | 78.48 |
| 58231 | C Spire Business Solutions | Telephone/Internet Services | 2,809.31 |
| 58232 | Dept. of Finance & Admin. | MMRS Quarterly Charges | 254.75 |
| 58235 | Emerald TC, LLC | Biznet Software Maintenance Renewal | 1,395.00 |
| 58236 | Federal Express Corp. | Express Mail Services | 27.82 |
| 58237 | Federal Express Freight | Express Freight Services for Reefer Plugs. | 971.81 |
| 58238 | Fuelman | Fuel for MSPA Vehicles | 981.14 |
| 58239 | Guardian | Employee Deductions | 2,095.02 |
| 58240 | Gulf Harbor Shipping | Refund Duplicate Payment | 50.00 |
| 58241 | Gulfport Yacht Club | Business Expenses | 88.54 |
| 58242 | Whitney Bank Divisional Property | April Lease for Suite 1450 | 26,076.14 |
| 58243 | Harbor Square Parking Garage | Parking Garage Quarterly Rent | 3,185.25 |
| 58244 | Kalmar USA, Inc. | Twistlocks and E-Stops for Spreaders | 4,180.50 |
| 58245 | Robert J. Knesal | Per Diem | 160.00 |
| 58246 | Errol LaRue | Travel Expenses | 208.69 |
| 58247 | Lowe's Home Center, Inc. | Shop Vacuum | 151.05 |
| 58248 | Mark Dunning Industries, Inc. | Waste Removal Services | 110.00 |
| 58249 | McClatchy Company, LLC | Advertising | 772.84 |

| | | | |
|-----------|-------------------------------------|---|---------------------|
| 58250 | MS Pub. Employees Credit Union | Employee Deductions | 445.00 |
| 58251 | MSPA Petty Cash Fund | Replenish Petty Cash | 20.88 |
| 58252 | Pass Road Mini Storage, LLC | Storage Unit Rent | 165.00 |
| 58253 | Legal Shield | Employee Deductions | 61.81 |
| 58254 | It's Promo Time | Promotional Items | 2,831.56 |
| 58255 | Puckett Machinery Company | Lift Rental for Shed 50 Door Installation | 1,350.00 |
| 58256 | Eluse J. Roberts | Per Diem | 80.00 |
| 58257 | Seal Electrical, Inc. | Electrical Services | 3,614.46 |
| 58258 | James C. Simpson, Jr. | Per Diem | 120.00 |
| 58259 | South Mississippi Business Machines | Copier Maintenance | 569.00 |
| 58260 | BXS Insurance, Inc. | Public Officials Bond for Mark Loughman | 100.00 |
| 58261 | Swetman Security Services, Inc. | Security Guard Services | 31,528.57 |
| 58262 | Cowles Edgar Symmes | Per Diem | 120.00 |
| 58264 | Zoro Tools, Inc. | Hand Tools and Maintenance Supplies | 1,273.72 |
| 58265 | Mark P. Loughman | TWIC Card | 125.25 |
| TRANSFERS | | | |
| 03/11/22 | Deferred Compensation | Employee Deductions | 1,795.00 |
| 03/14/22 | MS Department of Revenue | Employee Deductions | 8,520.00 |
| 03/15/22 | MS Department of Revenue | Sales Tax Payment | 17,939.55 |
| 03/16/22 | Federal Tax Deposit | Payroll Tax Deposit | 32,860.24 |
| Total- | | | <u>\$198,286.51</u> |

Commissioner Simpson 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:

Steamship Agent: Transmarine Navigation Corp.; Tricon Steamship Agency, Inc.

Stevedore: SSA Marine

Commissioner Symmes moved to approve the following progress payments: Balch & Bingham (\$14,721.00); Digital Engineering (\$129,273.90); DNA Underground (\$158,296.22); WSP USA, Inc. (\$6,747.54). Commissioner Simpson seconded, and the motion was unanimously approved.

Commissioner Simpson moved to approve Cash Request #313 to CH2MHill for a total of \$15,203.32. Commissioner Symmes seconded and the motion was unanimously approved.

Commissioner Symmes moved to approve Cash Request #314 to Wharton Smith for a total of \$86,179.19. Commissioner Simpson seconded and the motion was unanimously approved.

Commissioner Simpson moved to approve Cash Request #315 to Eley Guild Hardy (\$35,118.00); MSPA (\$14,156.78) and Wharton Smith (\$1,318,647.05) for a total of \$1,367,921.83. Commissioner Symmes seconded and the motion was unanimously approved.

Commissioner Simpson move to authorize ESL Power Systems, Inc. as a sole source provider for the purchase of gang bunker assemblies for Chiquita and Crowley in the amount of \$316,500.00. Commissioner Symmes seconded and the motion was unanimously approved.

Commissioner Simpson move to authorize ESL Power Systems, Inc. as a sole source provider for the purchase of gang bunker assemblies for Dole in the amount of \$70,000.00. Commissioner Symmes seconded and the motion was unanimously approved.

Commissioner Simpson move to authorize Intella Parts, LLC as a sole source provider for the purchase of flexible flippers for the spreader on Crane#2 in the amount of \$16,680.00. Commissioner Symmes seconded and the motion was unanimously approved.

OLD BUSINESS:

Commissioner Simpson moved to approve Change Order No. 1 for Warren Paving under Contract No. 022-EN-03. Change Order No. 1 increases costs by \$121,356.75 with no change to the schedule. Commissioner Symmes seconded and the motion was unanimously approved.

Commissioner Symmes moved to award a contract to Benecorp, Inc. for the Overhead Doors Repair Project. Benecorp, Inc. was the only bidder with an amount of \$768,258.26. Commissioner Simpson seconded and the motion was unanimously approved.

Commissioner Simpson moved to approve Modification No. 1 to Work Order No. 22 with Digital Engineering under Contract No. 017-EN-04. Modification No. 1 increases the scope of work for bidding services, including preparation of RFP and addendums, pre-proposal meeting and site-visit for modifications to Shed 53 and adds \$114,347.00. Commissioner Symmes seconded and the motion was unanimously approved.

Commissioner Simpson moved to approve Amendment No. 6 with Eley Guild Hardy Architects under Contract No. 016-HUD-031. Amendment No. 6 adds 91 days to the schedule with no change in costs. Commissioner Symmes seconded and the motion was unanimously approved.

Commissioner Symmes moved to approve Amendment No. 1 to Task Order No. 9 with Eley Guild Hardy Architects under Contract No. 016-HUD-031. Amendment No. 1 adds 125 days to the schedule and transfers funds between tasks with no overall change in costs. Commissioner Simpson seconded and the motion was unanimously approved.

NEW BUSINESS:

Commissioner Symmes moved to approve Work Order No. 24 with Digital Engineering under Contract No. 17-EN-04. Work Order No. 24 has a not to exceed amount of \$97,020.00 for engineering and consultant services necessary for the procurement of a 10-year Maintenance Dredging Permit. Commissioner Simpson seconded and the motion was unanimously approved.

Commissioner Simpson moved to authorize an advertisement for bid for the East Pier rail repairs project. Commissioner Loughman seconded and the motion was unanimously approved.

Commissioner Simpson moved to approve Work Order No. 25 with Digital Engineering under Contract No. 17-EN-04. Work Order No. 25 has a not to exceed amount of \$38,604.00 for the engineering and consultant services necessary to prepare the bid documents, construction administration and construction inspection services for the East Pier Rail repairs. Commissioner Symmes seconded and the motion was unanimously approved.

Commissioner Symmes moved to authorize an advertisement for bid for the Hurricane Zeta Timber Pier Repairs. Commissioner Simpson seconded and the motion was unanimously approved.

Commissioner Simpson moved to approve Task Order No. 3 with Jacobs Engineering under Contract No. 19-EN-05. Task Order No. 3 has a not-to-exceed amount of \$106,068.00 and duration of 90 days for services related to a 15-acre reclamation

expansion, breakwater, and tugboat pier for the East Pier. Commissioner Symmes seconded and the motion was unanimously approved.

PORT RESTORATION/ENGINEERING UPDATE:

Nick Foto, MSPA, Mark McDaniel, Wharton Smith, and Mark Lishen, EGH Architects gave updates on OEF construction. Matt Wypyski gave an update on the Ocean Aero facility progress.

OPERATIONS REPORT:

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

| | | | | |
|----------------------|---------|--|---------------|--------|
| Vessels | 12 | | Vehicles | 11,836 |
| TEU's | 15,880 | | Railcar Count | 916 |
| Tonnage (short tons) | 196,072 | | | |

The TEU count is up 10% over this time last year and the Tonnage is up 19%.

We have the channel back to 36 feet, thanks to the US Corps of Engineers and the US Coast Guard.

Matt Wypyski reported on a recent military vessel that had 278 moves with most loaded to trains and moved via rail.

We have lumber throughout Shed 50 and it was loaded onto rail cars for the first time in 12 years.

EXECUTIVE DIRECTOR'S COMMENTS:

We had a very successful Oceans in Action conference a week ago. The Army Colonel in charge of logistics, along with Navy and Port Security experts was in attendance.

We are heading to Washington, DC next week for the AAPA Legislative Summit. We will visit our federal legislation and intend to work on the deepening and widening project.

Information will be forthcoming to Commissioners regarding our property insurance. We have been reviewing ways to lower our costs and recently visited with Lloyds of London reps.

Blair Garcia, WSP USA, Inc. gave an update on the Strategic Master Plan and will report again at the next Board Meeting.

Jon will be attending a trade mission with the U.S. Department of Commerce to South America, as well as a mission to Belgium with MDA. More information to come on a mission to Central America in August.

In December, IAMPE will host a class here on the coast with our assistance. Commissioners might find components of interest.

GENERAL COUNSEL'S COMMENTS:

Ben Stone had no comments.

MDA'S COMMENTS:

Philip Carter had no comments.

COMMISSIONERS' COMMENTS:

All welcomed newest Commissioner Mark Loughman.

Commissioner Simpson thanked Jon Nass and Kevin Blystone of Ocean Aero for a job well done at the MS Aquarium for the MS Coast Chamber breakfast.

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

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

(THE BOARD OF COMMISSIONERS ENTERED INTO EXECUTIVE SESSION AT APPROXIMATELY 2:00 P.M.)

Commissioner Simpson moved to come out of Executive Session. Commissioner Symmes 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 3:15 p.m.

Approved and Attested


Robert J. Knesal
President

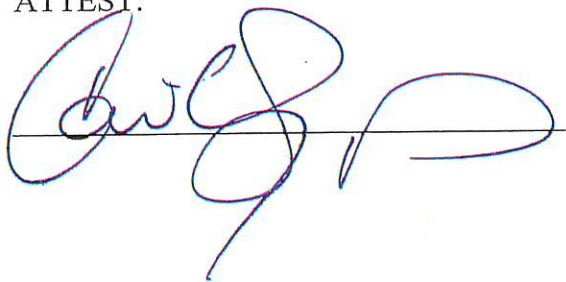

John Rester
Secretary

AUTHORIZATION OF PURCHASE OF SINGLE SOURCE ITEM

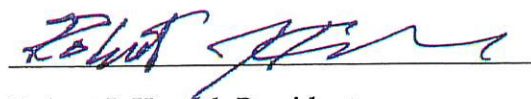
Having considered the certification of the staff of the MSPA dated March 16, 2022, the MSPA Board of Commissioners hereby authorizes the purchase of 100 Gang Bunker Assemblies for Chiquita and Crowley terminals supplied by ESL Power Systems, Inc., as a single source item. A copy of this written authorization shall be placed in the minutes of the next regular Board of Commissioners meeting.

Dated this 24th day of March, 2022.

ATTEST:

A large, stylized handwritten signature in blue ink, written over a horizontal line.

**MISSISSIPPI STATE PORT AUTHORITY
AT GULFPORT**

A handwritten signature in blue ink, written over a horizontal line.

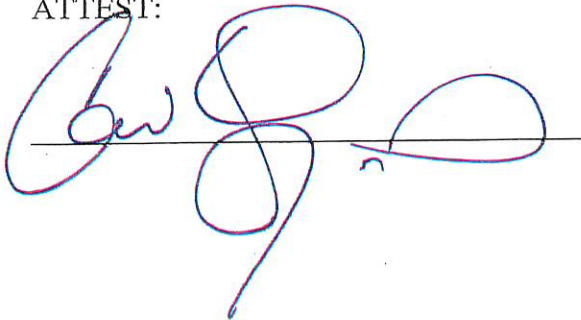
Robert J. Knesal, President

AUTHORIZATION OF PURCHASE OF SINGLE SOURCE ITEM

Having considered the certification of the staff of the MSPA dated March 16, 2022, the MSPA Board of Commissioners hereby authorizes the purchase of 100 Safety-Interlocked Modules for the Dole terminal supplied by ESL Power Systems, Inc., as a single source item. A copy of this written authorization shall be placed in the minutes of the next regular Board of Commissioners meeting.

Dated this 24th day of March, 2022.

ATTEST:



**MISSISSIPPI STATE PORT AUTHORITY
AT GULFPORT**



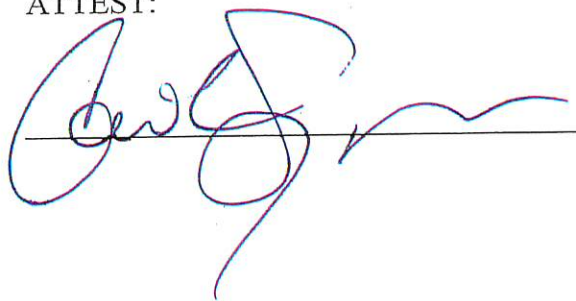
Robert J. Knesal, President

AUTHORIZATION OF PURCHASE OF SINGLE SOURCE ITEM

Having considered the certification of the staff of the MSPA dated March 16, 2022, the MSPA Board of Commissioners hereby authorizes the purchase of four Flexi Flipper INES Type supplied by intella Parts Company, Inc., as a single source item. A copy of this written authorization shall be placed in the minutes of the next regular Board of Commissioners meeting.

Dated this 24th day of March, 2022.

ATTEST:



**MISSISSIPPI STATE PORT AUTHORITY
AT GULFPORT**



Robert J. Knesal, President