

MISSISSIPPI PORT AUTHORITY

BOARD OF COMMISSIONERS

REGULAR MEETING

June 23, 2022

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

Commissioners: Robert J. Knesal, President
John Rester, Secretary
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
James Buras, Port Engineer
Mel Arsenault, Workforce/Grant Development
Errol LaRue, Govt. & Legal Affairs Manager
Shawn Meyer, Director of Operations
Allison Chimenya, Marketing Analyst

Ben Stone, Legal Counsel

Others: Brad Frischhertz, Lanier Engineering
Bruce Newton, Digital Engineering
Joey Beattie, BSX Insurance
David Machado, Machado Patano Engineering
Joey Beattie, BXSI
Collin MacPherson, E.N. Bisso
Capt. Rusty Hilton, MS Pilots
Capt. Russ Hilton, MS Pilots
Capt. Matthew Hilton, MS Pilots
Capt. Robert Wren, MS Pilots
Cindy Lamb, Pickering Firm
Tom Leatherbury, SSA

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.

PUBLIC COMMENTS:

There were no public comments.

Commissioner Rester moved to approve the Minutes from the May 26, 2022, and June 13, 2022, Board Meetings. Commissioner Loughman seconded, and the motion was unanimously approved.

Commissioner Rester moved to approve travel (June 6-9) Nass to Colombia; (June 28-30) Nass, Meyer, & Chimenya to Jackson, MS; (July 12-14) Wypyski to San Diego, CA. Commissioner Symmes seconded and the motion was unanimously approved.

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

| DISBURSEMENTS THROUGH JUNE 08, 2022 | | | |
|--|---------------------------------------|--|------------|
| BILLS FOR THE MONTHS OF MAY AND JUNE 2022 APPROVED AND PAID | | | |
| FROM THE GROSS REVENUE FUND OF THE MS STATE PORT AUTHORITY AT GULFPORT | | | |
| CHK# | VENDOR | DESCRIPTION | CHK AMT |
| 58482 | ABB, Inc. | Crane Inspections and Maintenance | 12,650.97 |
| 58483 | AGJ Systems & Networks, Inc. | Computer Equipment and Maintenance | 4,903.49 |
| 58484 | All Safe Technologies, LLC | Fire Alarm Monitoring | 279.65 |
| 58485 | American Journal of Trans. | Advertising | 2,200.00 |
| 58486 | B.E.A.R. | Pump for Portable Restroom | 1,785.00 |
| 58487 | Sparklight | Internet Services | 93.18 |
| 58488 | CDW Government | Microphone for Operations Conference Room | 277.71 |
| 58489 | Certex USA, Inc. | Replacement Trolley Ropes for Crane #3 | 7,176.40 |
| 58490 | City of Gulfport | Water | 6,001.30 |
| 58491 | Collection Services Center | Employee Deductions | 90.06 |
| 58492 | Dellner Bubenzer USA Inc. | Replacement Hoist Coupler Bushings for Cranes | 4,131.31 |
| 58493 | Federal Express Corp. | Express Mail Services | 105.17 |
| 58494 | Fuelman | Fuel for MSPA Vehicles | 905.72 |
| 58495 | Great Southern Club | Monthly Dues and Business Expenses | 645.00 |
| 58496 | MS State Treasurer Fund 3360900000 | Telephone/Internet Services | 188.96 |
| 58497 | Newell Paper Co. | Janitorial Supplies | 497.72 |
| 58498 | Jackson Supply Company | Refrigerant for HVAC Repairs | 443.75 |
| 58499 | Kalmar USA, Inc. | Replacement Spreader Landing Pads & Solenoid Wiring Harnesses | 1,781.24 |
| 58500 | Lamar Texas Limited Partnership | Advertising | 1,540.00 |
| 58501 | Errol LaRue | Annual Subscription for Forms Pass | 239.40 |
| 58502 | Lowe's Home Center, Inc. | Small Hand Tools and Maintenance Supplies | 701.32 |
| 58503 | Mark Dunning Industries, Inc | Waste Removal Services | 260.00 |
| 58504 | Maze, LLC | Troubleshoot and Repair Security Cameras | 600.00 |
| 58505 | MS Economic Development Council | Sponsorship | 1,750.00 |
| 58506 | MS Power Company | Electricity | 180,639.98 |
| 58507 | MS Pub. Employees Credit Union | Employee Deductions | 445.00 |
| 58508 | Jon T. Nass | Travel Expenses | 571.24 |
| 58509 | Pass Road Mini Storage, LLC | Storage Unit Rent | 180.00 |
| 58510 | Gary Pitcovich | Supplies for Fabrication Project | 68.27 |
| 58511 | Redd Pest Solutions | Pest Control Services | 70.00 |
| 58512 | RJ Young Company, Inc. | Printer Maintenance | 482.56 |
| 58513 | Rotolo Consultants, Inc. dba RCI | Install Irrigation Controller, Clear Hwy 90 Property and Landscape Services | 6,616.79 |
| 58514 | Norma Jean Soroe | Transcription Services | 359.48 |
| 58515 | Specialty Hose & Fabrication | Hydro Fittings for Spreader Locking Cylinders | 26.55 |
| 58516 | SSA Gulf Inc. | Office Trailer Rent for Cotton Compress | 850.00 |
| 58517 | BXS Insurance, Inc. | Insurance | 486.92 |
| 58518 | Stuart C. Irby Co. | Power Supplies for Crane #3 Cameras | 1,700.00 |
| 58519 | Swetman Security Services, Inc. | Security Guard Services | 32,422.81 |
| 58520 | System Scale Corporation | Calibrate/Certify Truck Scales | 1,127.50 |
| 58521 | Southern Tire Mart, LLC | Tires for Shuttlewagon | 413.00 |

| | | | |
|-----------|---------------------------------|--|---------------------|
| 58522 | United States Postal Service | P.O. Box 40 Yearly Rent | 332.00 |
| 58523 | Zoro Tools, Inc. | Sport Drinks and Maintenance Supplies | 2,429.78 |
| TRANSFERS | | | |
| 05/25/22 | Blu Interpreter SAS | Interpreter Services | 85.00 |
| 06/02/22 | Public Employment Retirement | Retirement Match and Withheld | 58,309.47 |
| 06/03/22 | State School Insurance Fund/DFA | 06/2022 Employee Health and Life Insurance | 18,251.20 |
| 06/03/22 | Deferred Compensation | Employee Deductions | 1,795.00 |
| 06/08/22 | Federal Tax Deposit | Payroll Tax Deposit | 29,328.74 |
| Total | | | <u>\$386,238.64</u> |

FINAL CHECKLIST FOR JUNE 23, 2022

BILLS FOR THE MONTHS OF MAY AND JUNE 2022 APPROVED AND PAID

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

| CHK# | VENDOR | DESCRIPTION | CHK AMT |
|-------|---|---|-----------|
| 58528 | Kentwood Springs | Drinking Water | 734.18 |
| 58529 | AFLAC | Employee Deductions | 1,787.94 |
| 58530 | AirGas Gulf States | Acetylene, Oxygen and Argon Cylinders | 166.72 |
| 58531 | AT&T Corp | Website Hosting | 89.96 |
| 58532 | James Buras | Travel Expenses | 707.09 |
| 58533 | Sparklight | Cable Services | 207.99 |
| 58534 | Card Services | Registration Fees | 775.00 |
| 58535 | Card Services | Subscription Renewal, Office & Maintenance Supplies | 882.30 |
| 58536 | Card Services | Travel Expenses | 8,151.83 |
| 58537 | Sun Coast Business Supply | Office Supplies | 297.52 |
| 58538 | Collection Services Center | Employee Deductions | 90.06 |
| 58539 | Consolidated Electrical Distributors, Inc | Surge Protectors for USM Building | 7,122.00 |
| 58540 | C Spire Wireless | Cell Phone Services | 932.68 |
| 58541 | C Spire Business Solutions | Telephone/Internet Services | 2,810.01 |
| 58544 | Eagle Energy, Inc. | Diesel Fuel | 1,958.57 |
| 58545 | East Beach Specialties, Inc. | Promotional Items | 265.75 |
| 58546 | Federal Express Corp. | Express Mail Services | 20.85 |
| 58547 | Fuelman | Fuel for MSPA Vehicles | 775.98 |
| 58548 | Guardian | Employee Deductions | 1,999.95 |
| 58549 | Gulf South Roofing, LLC | Cotton Compress Roof Repairs | 43,783.87 |
| 58550 | Whitney Bank Divisional Property | July Lease for Suite 1450 | 26,076.14 |
| 58551 | Harbor Square Parking Garage | Parking Garage Quarterly Rent | 3,185.25 |
| 58552 | Inland Rivers, Ports & Terminals, Inc. | Membership Dues | 825.00 |
| 58553 | Newell Paper Co. | Office Supplies | 1,023.60 |
| 58554 | Jackson Supply Company | HVAC Supplies and Hand Tools | 686.35 |
| 58555 | Robert J. Knesal | Per Diem and Travel Expenses | 1,318.74 |
| 58556 | Mark P. Loughman | Per Diem and Travel Expenses | 712.75 |
| 58557 | Lowe's Home Center, Inc. | Janitorial and Maintenance Supplies, HVAC Supplies | 1,495.83 |
| 58559 | Mark Dunning Industries, Inc | Waste Removal Services | 5,047.50 |
| 58560 | MS Pub. Employees Credit Union | Employee Deductions | 445.00 |
| 58561 | MSPA Petty Cash Fund | Replenish Petty Cash | 10.00 |
| 58562 | Jon T. Nass | Travel Expenses | 1,356.05 |
| 58563 | Office Furniture Solutions, Inc. | Office Equipment | 799.00 |
| 58564 | Pass Road Mini Storage, LLC | Storage Unit Rent | 165.00 |
| 58565 | The Port Employees Assoc. | Employee Deductions | 116.00 |
| 58566 | Portable Services, Inc | Portable Restroom Services | 223.12 |
| 58567 | Legal Shield | Employee Deductions | 61.81 |
| 58568 | Puckett Machinery Company | Light Tower Rental For Channel Range | 2,975.00 |
| 58569 | Redd Pest Solutions | Pest Control Services | 160.00 |
| 58570 | SBL Strategies, LLC | Professional Consulting Services | 10,000.00 |

| | | | |
|---|-------------------------------------|---|---------------------|
| 58571 | James C. Simpson, Jr. | Per Diem | 40.00 |
| 58572 | South Mississippi Business Machines | Copier Maintenance | 604.98 |
| 58573 | Southern Admin. and Benefits | Monthly Service Fee | 209.00 |
| 58574 | SSA Gulf Inc. | Office Trailer Rent for Cotton Compress | 850.00 |
| 58575 | Stuart C. Irby Co. | Elevator Safety Switches and Fuses for Cranes | 1,255.00 |
| 58576 | Swetman Security Services, Inc. | Security Guard Services | 31,393.61 |
| 58577 | Cowles Edgar Symmes | Per Diem | 40.00 |
| 58578 | United Way of South MS, Inc. | Employee Deductions | 50.00 |
| 58579 | Union Auto Parts | Resistor for A/C Control for Unit 12 | 22.86 |
| 58580 | Matthew Wypyski | Travel Expenses | 689.77 |
| 58581 | Zoro Tools, Inc. | Maintenance Supplies | 77.20 |
| CHECKS DATED 06/09/22 AND RELEASED PRIOR TO SCHEDULED CHECK RUN | | | |
| 58526 | City of Gulfport | Water | 3,960.64 |
| 58527 | Wright National Flood | Insurance | 1,957.00 |
| TRANSFERS | | | |
| 06/09/22 | Blue Interpreter SAS | Interpreter Services | 780.00 |
| 06/09/22 | WSP - Wire | Professional Services | 181,878.00 |
| 06/14/22 | MS Department of Revenue | Employee Deductions | 7,935.00 |
| 06/17/22 | Deferred Compensation | Employee Deductions | 1,795.00 |
| 06/22/22 | Federal Tax Deposit | Payroll Tax Deposit | 29,169.87 |
| 06/16/22 | MS Department of Revenue | Sales Tax Payment | 20,815.83 |
| Total | | | <u>\$413,766.15</u> |

Commissioner Loughman 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:

RENEWAL LICENSES:

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

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

Pilots: Murrell Hilton, Jr.; Robert Wren

Commissioner Rester moved to approve the following progress payments: Balch & Bingham (\$19,665.80); Digital Engineering (\$68,707.78); DNA Underground (\$255,457.85); Jacobs Engineering (\$74,817.50); and Machado Patano (\$22,377.13). Commissioner Loughman seconded and the motion was unanimously approved.

Commissioner Rester moved to approve Cash Request #322 to CH2MHill for a total of \$13,880.26. Commissioner Symmes seconded and the motion was unanimously approved.

Commissioner Rester moved to approve Cash Request #323 to Eley Guild Hardy (\$42,458.00); MSPA (\$10,487.15) and Wharton Smith (\$608,478.39) for a total of \$661,423.54 Commissioner Loughman seconded and the motion was unanimously approved.

Commissioner Rester moved to approve Cash Request #324 to Wharton Smith for a total of \$34,643.24. Commissioner Loughman seconded and the motion was unanimously approved.

OLD BUSINESS:

Commissioner Rester moved to approve Change Order No. 10 with Wharton Smith, Inc. under Contract No. 020-HUD-049. Change Order No. 10 increases costs by \$34,117.65 with no change in schedule. Commissioner Symmes seconded and the motion was unanimously approved.

Commissioner Symmes moved to approve de-obligated amounts in order to close out completed and accepted work Digital Engineering under Contract No. 17-EN-04 for the following:

Modification 2 to Work Order 4 – North Port Property PES - <\$64,438.00>
Modification 1 to Work Order 5 – North Port Property – laydown - <\$56,155.55>
Modification 1 to Work Order 13 - MARAD Grant environmental - <\$913.00>
Modification 2 to Work Order 18 – Phase I/II Env. Assessments - <\$58,944.08>
Modification 1 to Work Order 23 – NFWF Master Plan - <\$248,955.00>

Commissioner Loughman seconded, and the motion was unanimously approved.

Commissioner Symmes moved to approve Modification No. 2 to Contract No. 17-EN-04 with Digital Engineering. Modification No. 2 adds six months to the Contract with no change in funding. Commissioner Rester seconded and the motion was unanimously approved.

Commissioner Rester moved to approve Change Order No. 2 with Warren Paving, Inc. under Contract No. 22-EN-03. Change Order No. 2 increases costs by \$121,356.75 with no change in schedule. Commissioner Loughman seconded and the motion was unanimously approved.

Commissioner Loughman moved to authorize staff to negotiate a contract with Machado Patano, LLC for Engineering services. Commissioner Symmes seconded and the motion was unanimously approved.

NEW BUSINESS:

Commissioner Knesal moved to table a Professional Service Agreement with Ely Guild Hardy for project management and construction administrative services for the Ocean Aero-Shed 53 Renovations project. Commissioner Loughman seconded and the motion was unanimously approved.

Commissioner Rester moved to approve a pilot status change, elevating Apprentice Pilot Matthew Hilton to full Pilot. Commissioner Loughman seconded and the motion was unanimously approved. Pilot Rusty Hilton will be retiring at the end of June.

Commissioner Loughman moved to approve the presented FY2023 Operating Budget. Estimated revenue is \$29,857,047.00 and estimated expenses are \$18,296,401. Commissioner Symmes seconded and the motion was unanimously approved.

Commissioner Symmes move to authorize ESL Power Systems, Inc. as a sole source provider for the purchase of reefer plugs and assemblies in the amount of \$1,205,670.00. Commissioner Loughman seconded and the motion was unanimously approved.

PORT RESTORATION/ENGINEERING UPDATE:

Nick Foto gave an update on the OEF construction and James Buras updated Commissioners on ongoing engineering projects.

OPERATIONS REPORT:

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

| | | | | |
|----------------------|---------|--|---------------|--------|
| Vessels | 14 | | Vehicles | 13,456 |
| TEU's | 16,590 | | Railcar Count | 906 |
| Tonnage (short tons) | 177,658 | | | |

Approximately 45 partners, customers and tenants were in attendance in May for our annual hurricane meeting.

The USNS Pathfinder is currently in port. This interesting vessel was built in Moss Point at Halter Marine and is an oceanographic survey vessel. They plan to return in July and have tours for the public.

EXECUTIVE DIRECTOR'S COMMENTS:

MSPA was included in the appropriations bill for dredging.

Work on the strategic master plan continues and we are following up continuously.

Director Nass spoke at the MS Manufacturers' Association conference last week in Alabama. Numerous introductions were made to Mississippi exporters and cargo owners. This will be followed up with a trip to Jackson next week for a forestry/timber conference with the Department of Agriculture. Next is a trip in August to Guatemala and a second country to continue business development. We have more opportunities later in the year to Peru and Colombia, as well as the AAPA Latino Congress in South America.

GENERAL COUNSEL'S COMMENTS:

Ben Stone had no comments.

MDA'S COMMENTS:

MDA was not in attendance.

COMMISSIONERS' COMMENTS:

Commissioner Symmes commented on Capt. Matthew Hilton's impressive resume as he was elevated from Apprentice to Pilot. All Commissioners were most appreciative and thanked Capt. Rusty Hilton for his 42 years of professionalism and service to the Port as Pilot. Capt. Robert Wren and Russ Hilton were in attendance and recognized.

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

Commissioner Rester moved to enter Executive Session to discuss legal matters. Commissioner Loughman seconded and the motion was unanimously approved.

(THE BOARD OF COMMISSIONERS ENTERED INTO EXECUTIVE SESSION AT APPROXIMATELY 1:35 P.M.)


Commissioner Rester 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 Symmes moved to adjourn.

The meeting adjourned at approximately 3:00 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 June 15, 2022, the MSPA Board of Commissioners hereby authorizes the purchase of Quantity of 300 Gang Bunker Assemblies 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 23rd day of June, 2022.

ATTEST:


John Rester, Secretary

**MISSISSIPPI STATE PORT AUTHORITY
AT GULFPORT**


Robert J. Knesal, President