

MISSISSIPPI PORT AUTHORITY
BOARD OF COMMISSIONERS
REGULAR MEETING

August 25, 2022

Minutes of the Mississippi State Port Authority Board of Commissioners Meeting,
Thursday, August 25, 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
Kim Purchner, Exec. Asst./HRO
DeeDee Wood, CFO
Teresa Ehrlich, Project Manager
Shawn Meyer, Director of Operations
Allison Chimenya, Marketing Analyst
Matt Gabbett, Deputy Director of Operations
Errol LaRue, In-House Counsel
Tammy Salisbury, Comptroller
James Buras, Port Engineer

Ben Stone, Legal Counsel

Others: David Machado, Machado Patano Engineering
Mike Letort, Machado Patano Engineering
Bruce Newton, Digital Engineering
Janet Carothers, Hancock County Port & Harbor
Joey Beattie, BXSI Insurance
Jill Kinnard, Hy Stor Energy
J.T. Blalock, Hy Stor Energy
Chris Kirby, USM

Commissioner Knesal 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 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 July 26, 2022 Board Meeting. Commissioner Symmes seconded, and the motion was unanimously approved.

Commissioner Rester moved to approve travel (Sept. 26-30) Meyer to Houston; (Sept. 26-30) Nass, LaRue, Knesal, Loughman to Cuba; (September 19-21) Nass to Providence, RI; (September 7-8) Nass to Jackson, MS. 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 AUGUST 10, 2022
BILLS FOR THE MONTHS OF JULY AND AUGUST 2022 APPROVED AND PAID
FROM THE GROSS REVENUE FUND OF THE MS STATE PORT AUTHORITY AT GULFPORT

| CHK# | VENDOR | DESCRIPTION | CHK AMT |
|-------|---|---|------------|
| 58710 | AGJ Systems & Networks, Inc. | Computer Maintenance | 4,656.50 |
| 58711 | AirGas Gulf States | Acetylene, Oxygen and Argon Cylinders | 316.93 |
| 58712 | Card Services | Travel Expenses | 4,481.10 |
| 58713 | Card Services | Software Subscriptions, Crane Parts, Small Tools | 8,311.66 |
| 58714 | Card Services | Travel Expenses | 4,818.25 |
| 58715 | CDW Government | Adobe Creative Cloud Subscription Renewal | 980.08 |
| 58716 | Sun Coast Business Supply | Office Supplies | 144.52 |
| 58717 | Collection Services Center | Employee Deductions | 90.06 |
| 58718 | C Spire Wireless | Cell Phone Services | 929.77 |
| 58719 | C Spire Business Solutions | Telephone/Internet Services | 2,668.60 |
| 58720 | ECO Commercial Roofing, LLC | Shed 50 Roof Repair | 48,875.00 |
| 58721 | Federal Express Corp. | Express Mail Services | 35.46 |
| 58722 | Foliage Design Systems, Inc. | Interior Plant Maintenance | 261.39 |
| 58723 | Fuelman | Fuel for MSPA Vehicles | 1,253.75 |
| 58724 | Great Southern Club | Monthly Dues and Business Expenses | 566.46 |
| 58725 | MS State Treasurer Fund 3360900000 | Telephone/Internet Services | 189.37 |
| 58726 | Kalmar USA, Inc. | Locking Pins for Crane Spreaders | 885.37 |
| 58727 | Lemon Tree & Adams Flowers | Operational Expense | 215.00 |
| 58728 | Lowe's Home Center, Inc. | Back Up A/C Units, Hand Tool and Plywood | 762.34 |
| 58729 | Mark Dunning Industries, Inc. | Waste Removal Services | 5,662.50 |
| 58730 | MS Department of Environmental Quality | Soil Evaluation at North Port Property | 100.00 |
| 58731 | Shawn Meyer | Travel Expenses | 250.00 |
| 58732 | The Mississippi Bar | Annual Bar Dues | 360.00 |
| 58733 | MS Power Company | Electricity | 164,479.68 |
| 58734 | MS Pub. Employees Credit Union | Employee Deductions | 445.00 |
| 58735 | Jon T. Nass | Travel Expenses | 250.00 |
| 58736 | United Rentals (North America), Inc. | Boom Lift Rental | 1,154.64 |
| 58737 | The Port Employees Assoc. | Employee Deductions | 172.00 |
| 58738 | PTW | Tires for Shuttlewagon | 4,123.30 |
| 58739 | Quadient Leasing USA Inc. | Postage Machine Lease | 195.57 |
| 58740 | Redd Pest Solutions | Pest Control Services | 90.00 |
| 58741 | RJ Young Company, Inc. | Printer Maintenance | 484.72 |
| 58742 | Rotolo Consultants, Inc. dba RCI | Landscape Services | 3,088.05 |
| 58744 | Shuttlewagon, Inc. | Tire Rod Assembly for Shuttlewagon | 1,117.85 |
| 58745 | Sorg Printing, LLC | Truck Scale Tickets | 582.00 |
| 58746 | Sigma Risk Management Consulting, LLC | Professional Risk Management Consulting Services | 37,865.52 |
| 58747 | Norma Jean Soroe | Transcription Services | 349.48 |
| 58748 | Southern Admin. and Benefits | Monthly Service Fee | 209.00 |
| 58749 | SSA Gulf Inc. | Office Trailer Rent for Cotton Compress | 850.00 |
| 58750 | Star Service Inc. of Mobile | HVAC/R Maintenance and Repair Services | 375.00 |
| 58751 | Swetman Security Services, Inc. | Security Guard Services | 33,749.55 |
| 58752 | United Way of South MS, Inc. | Employee Deductions | 50.00 |
| 58753 | Union Auto Parts | Maintenance Supplies | 323.76 |
| 58754 | Vanguard Modular Building Systems, | Door Canopies for Cotton Compress | 1,100.00 |

| | | | |
|---|------------------------------------|--|---------------------|
| | LLC | Office Trailer | |
| 58755 | DeeDee Wood | AICPA Membership Dues | 315.00 |
| 58756 | Zoro Tools, Inc. | Safety Vests, Bathroom Faucets and Maintenance Supplies | 1,975.78 |
| CHECKS DATED 08/02/22 AND RELEASED PRIOR TO SCHEDULED CHECK RUN | | | |
| 58703 | Sparklight | Internet Services | 93.18 |
| 58704 | CenterPoint Energy | Natural Gas Services | 30.77 |
| 58705 | CenterPoint Energy | Natural Gas Services | 30.77 |
| 58706 | City of Gulfport | Water | 6,052.30 |
| 58707 | MS State Treasurer Fund 3360900000 | Telephone/Internet Services | 199.31 |
| 58708 | Pass Road Mini Storage, LLC | Storage Unit Rent | 180.00 |
| 58709 | Wright National Flood Ins. | Insurance | 35,954.00 |
| TRANSFERS | | | |
| 08/03/22 | Federal Tax Deposit | Payroll Tax Deposit | 29,997.50 |
| 08/03/22 | State School Insurance Fund/DFA | 08/2022 Employee Health and Life Insurance | 18,269.92 |
| 08/04/22 | Public Employment Retirement | Retirement Match and Withheld | 96,139.60 |
| Total | | | <u>\$527,107.36</u> |

FINAL CHECKLIST FOR AUGUST 25, 2022

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

| CHK# | VENDOR | DESCRIPTION | CHK AMT |
|-------|--|---|--------------|
| 58762 | Kentwood Springs | Drinking Water | 512.44 |
| 58763 | AFLAC | Employee Deductions | 1,787.94 |
| 58764 | ARA Services, LLC | Labor to Replace Trolley Rope for Crane 1 | 20,100.00 |
| 58765 | AT&T Corp | Website Hosting | 89.96 |
| 58766 | Sun Coast Business Supply | Office Supplies | 426.53 |
| 58767 | Collection Services Center | Employee Deductions | 90.06 |
| 58768 | Consolidated Electrical Distributors, Inc. | Light Fixtures, Drivers - Marine Research Center | 1,580.66 |
| 58769 | Continental Battery Company | Batteries for Shed 50 Fire Pumps | 315.86 |
| 58770 | C Spire Business Solutions | Telephone/Internet Services | 2,573.59 |
| 58771 | Deluxe Cleaners, Inc. | Cleaning of Tablecloths | 83.46 |
| 58773 | Dean Jaramillo | Office Supplies | 369.25 |
| 58775 | Federal Express Corp. | Express Mail Services | 31.08 |
| 58776 | Fuelman | Fuel for MSPA Vehicles | 819.59 |
| 58777 | GPAA-Gulf Ports of Americas Assoc. | Registration Fees | 250.00 |
| 58778 | Grainger, Inc. | Welding Supplies for Cranes | 518.35 |
| 58779 | Guardian | Employee Deductions | 1,824.39 |
| 58780 | Whitney Bank Divisional Property | September Lease for Suite 1450 | 26,076.14 |
| 58781 | Kalmar USA, Inc. | Crane Spreader Parts | 1,104.53 |
| 58782 | Robert J. Knesal | Per Diem | 40.00 |
| 58783 | Mark P. Loughman | Per Diem | 40.00 |
| 58785 | Maritime Defense Strategy, LLC | Consulting Services | 3,650.00 |
| 58786 | Mark Dunning Industries, Inc. | Waste Removal Services | 560.00 |
| 58787 | MS Pub. Employees Credit Union | Employee Deductions | 445.00 |
| 58788 | Jon T. Nass | Travel Expenses | 260.59 |
| 58789 | Portable Services, Inc. | Portable Restroom Services | 223.12 |
| 58790 | Legal Shield | Employee Deductions | 61.81 |
| 58791 | SBL Strategies, LLC | Professional Consulting Services | 10,000.00 |
| 58792 | Stericycle, Inc. | Document Shredding Services | 150.22 |
| 58793 | James C. Simpson, Jr. | Per Diem | 40.00 |
| 58794 | South Mississippi Business Machines | Copier Maintenance | 569.00 |
| 58796 | BXS Insurance, Inc. | Insurance | 1,355,121.99 |
| 58797 | Swetman Security Services, Inc. | Security Guard Services | 33,649.29 |
| 58798 | Cowles Edgar Symmes | Per Diem | 40.00 |
| 58800 | Zoro Tools, Inc. | Fuses and Jack Stands | 332.21 |
| 58801 | ZPMC North America, Inc. | Chain Load Cells and Gate Latches for Cranes | 5,333.00 |

CHECK DATED 08/08/22 AND RELEASED PRIOR TO SCHEDULED CHECK RUN- PAID FROM
CONSTRUCTION FUND

| | | | |
|---|------------------------------|----------------------------------|------------|
| 5071 | MS Development Authority | Wharton Smith 020-HUD-049 C.O. 5 | 113,805.59 |
| CHECKS DATED 08/17/22 AND RELEASED PRIOR TO SCHEDULED CHECK RUN | | | |
| 58757 | Sparklight | Cable Services | 207.99 |
| 58758 | City of Gulfport | Water | 3,934.48 |
| 58759 | Mark Dunning Industries, Inc | Waste Removal Services | 670.00 |
| 58760 | Pass Road Mini Storage | Storage Unit Rent | 165.00 |

CHECK DATED 08/23/22 AND RELEASED PRIOR TO SCHEDULED CHECK RUN

| | | | |
|-----------|--------------------------|---------------------|-----------------------|
| 58761 | Kim Purchner | Travel Expenses | 366.60 |
| TRANSFERS | | | |
| 08/12/22 | Deferred Compensation | Employee Deductions | 1,795.00 |
| 08/12/22 | MS Department of Revenue | Employee Deductions | 12,904.00 |
| 08/17/22 | Federal Tax Deposit | Payroll Tax Deposit | 39,864.98 |
| 08/18/22 | MS Department of Revenue | Sales Tax Payment | 20,440.75 |
| Total | | | <u>\$1,663,224.45</u> |

Commissioner Rester 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:

Vendor: Atlas Ship Services, Inc.

Steam Ship Agent: Host Agency, LLC (formally T. Parker Host)
Page & Jones, Inc.; Revelle Shipping Agency, Inc.

Transfer Company: BH Specialized Hauling, LLC

Apprentice Pilot: Ken Skrmetta

Commissioner Symmes moved to approve the following progress payments: Balch & Bingham (\$12,287.30); Digital Engineering (\$33,561.00); DNA Underground (\$26,511.65); MP Design Group (\$120,881.44); Southern Earth Sciences (\$2,649.50); Warren Paving (\$144,805.32); and WSP, Inc. (\$34,898.50). Commissioner Loughman seconded and the motion was unanimously approved.

Commissioner Symmes moved to approve Cash Request #328 to Wharton Smith for a total credit of <\$113,805.59>. Commissioner Rester seconded and the motion was unanimously approved.

Commissioner Rester moved to approve Cash Request #329 to Wharton Smith for a total of \$113,805.59. Commissioner Loughman seconded and the motion was unanimously approved.

Commissioner Symmes moved to approve Cash Request #330 to Wharton Smith for a total of \$25,283.22. Commissioner Rester seconded and the motion was unanimously approved.

Commissioner Rester moved to approve Cash Request #331 to Eley Guild Hardy for a total of \$652.50. Commissioner Symmes seconded and the motion was unanimously approved.

Commissioner Rester moved to approve Cash Request #332 to CH2MHill for a total of \$13,139.43. Commissioner Symmes seconded and the motion was unanimously approved.

Commissioner Rester moved to approve Cash Request #333 to Eley Guild Hardy (\$26,722.50); Wharton Smith (\$113,847.32) and Wharton Smith (\$546,763.68) for a total of \$687,333.50. Commissioner Loughman seconded and the motion was unanimously approved.

OLD BUSINESS:

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

Modification 1 to Work Order 7 - Preliminary Engineering Study for Shed 53 Conversion - <\$41,234.00>

Modification 1 to Work Order 10 - Preliminary Engineering Study for East Pier Expansion - <\$7.50>

Modification 1 to Work Order 19 - Surveys of 5 separate land parcels – <\$1,547.00>

Commissioner Symmes seconded, and the motion was unanimously approved.

Commissioner Rester moved to approve Change Order No. 3 with Warren Paving under Contract No. 022-EN-03. Change Order No. 3 decreases costs by <\$41,490.00> because work was handled by the Port Operations Department. Commissioner Loughman seconded, and the motion was unanimously approved.

Commissioner Rester moved to approve Modification No. 15 to Sub-Recipient Agreement under Contract No. R115-06-02. Modification No. 15 adds \$750,000 from GCRF funds. This \$750,000 will continue CH2MHill's program management services related to the Ocean Enterprise Facility, the permitting efforts for deepening and widening the channel, and the design of the tugboat berth. Commissioner Loughman seconded, and the motion was unanimously approved.

Commissioner Rester moved to approve Modification No. 16 to Sub-Recipient Agreement under Contract No. R115-06-02. Modification No. 16 reallocates \$27,416.73 from Administrative to Construction. Commissioner Loughman seconded and the motion was unanimously approved.

NEW BUSINESS:

Commissioner Rester moved to approve a Professional Service Agreement with Sterling Solutions for consulting services related to the potential construction of a blast freezer/cold storage facility. Commissioner Loughman seconded and the motion was unanimously approved.

ENGINEERING UPDATE:

Port Engineer, James Buras, updated Commissioners on ongoing engineering projects and introduced MSPA's newly hired Project Manager, Teresa Ehrlich.

OPERATIONS REPORT:

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

| | | | | |
|----------------------|---------|--|---------------|--------|
| Vessels | 16 | | Vehicles | 11,992 |
| TEU's | 16,817 | | Railcar Count | 1,003 |
| Tonnage (short tons) | 209,475 | | | |

TEU's were up by 17% over last year and the tonnage count was up by 33%.

EXECUTIVE DIRECTOR'S COMMENTS:

Director Jon Nass recently returned from two U.S. Commerce trade missions - one to Central America and the other to South America. There is a great deal of interest and follow-up from Colombia, Costa Rica and Panama. Central America is extremely interested in alternate ports. A presentation was given to the Costa Rican Shipping Association, which put us in front of the right people. We look forward to continued relations with these countries and to the development of new trade.

Next, we will be attending a Blue Economy Conference. The Secretary of Commerce extended the invitation, and we continue to support Senator Wicker's interest in this initiative.

We will be attending a Transport and Logistics Conference in Cuba, at the request of Crowley. Crowley is extremely interested in our participation, as there are many business/cargo opportunities for MSPA and for them.

GENERAL COUNSEL'S COMMENTS:

Ben Stone had no comments.

MDA'S COMMENTS:

MDA had no comments.

COMMISSIONERS' COMMENTS:

Commissioners had no comments.

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

Commissioner Rester moved to enter Executive Session to discuss real estate matters and litigation. Commissioner Symmes seconded and the motion was unanimously approved.

(THE BOARD OF COMMISSIONERS ENTERED INTO EXECUTIVE SESSION AT APPROXIMATELY 9:45 A.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 amend the agenda to include the discussion of a Memorandum of Understanding with Hy Stor Energy. Commissioner Rester seconded and the motion was unanimously approved.

Commissioner Symmes moved to approve a Memorandum of Understanding with Hy Stor Energy. Commissioner Rester seconded and the motion was unanimously approved.

Commissioner Rester moved to adjourn.

The meeting adjourned at approximately 10:35 a.m.

Approved and Attested


Robert J. Knesal
President


John Rester
Secretary