

MISSISSIPPI PORT AUTHORITY
BOARD OF COMMISSIONERS
REGULAR MEETING

October 27, 2022

Minutes of the Mississippi State Port Authority Board of Commissioners Meeting,
Thursday, October 27, 2022, at 2510 14th Street, Suite 1450, Gulfport, Mississippi at
which the following Commissioners and staff were present:

Commissioners: John Rester, Secretary
Cowles Symmes, Treasurer
Mark Loughman, Commissioner

Staff: Jon Nass, CEO
Kim Purchner, Exec. Asst./HRO
Matthew Wypyski, Deputy Director
DeeDee Wood, CFO
Teresa Ehrlich, Project Manager
Shawn Meyer, Director of Operations
Allison Chimenya, Marketing Analyst
Errol LaRue, In-House Counsel
James Buras, Port Engineer
Gary Pitcovich, Crane Manager
Tammy Salisbury, Asst. Comptroller

Ben Stone, Legal Counsel

Others: Philip Carter, MDA (via telephone)
Nick Moody, Machado Patano Engineering
Mike Letort, Machado Patano Engineering
Brandon Schmid, Gulf Coast Library
Murrell Hilton, MS Pilots

Commissioner Rester 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 Rester.

The invocation was given by DeeDee Wood, MSPA.

PUBLIC COMMENTS:

There were no public comments.

Commissioner Symmes moved to approve the Minutes from the September 22, 2022, Board Meeting. Commissioner Loughman seconded, and the motion was unanimously approved.

Commissioner Symmes moved to approve travel (Nov 1-4) Meyer to Lake Charles, LA; (Nov 3-4) E LaRue to Jackson; (Nov 7-10) J Buras to New Orleans, LA; E LaRue to New

Orleans, LA (Nov 8-10); J Nass to Santos, Brazil (Nov 27 – Dec 2). Commissioner Loughman seconded and the motion was unanimously approved.

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

DISBURSEMENTS THROUGH OCTOBER 10, 2022			
BILLS FOR THE MONTHS OF SEPTEMBER AND OCTOBER 2022 APPROVED AND PAID			
FROM THE GROSS REVENUE FUND OF THE MS STATE PORT AUTHORITY AT GULFPORT			
CHK#	VENDOR	DESCRIPTION	CHK AMT
58909	A-1 Elevator Service, LLC	Quarterly Elevator Maintenance	4,248.00
58910	ABB, Inc.	Spreader Cable Reel Motor Drive	4,217.00
58911	AGI Systems & Networks, Inc.	Computer Maintenance	5,018.50
58912	Alabama Railroad & Const, LLC	Replace Headblocks for Railroad Switch Stands	4,900.00
58913	All Safe Technologies, LLC	Fire Alarm Monitoring	279.65
58914	Benecorp, Inc.	Installation of Door Coverings for Shed 50	7,820.00
58915	James Buras	Travel Expenses	372.70
58916	Core Logistical Solutions, LLC	Shed 50 Overhead Door Repair and Parts for Dock Levelers	9,230.00
58917	Continental Battery Company	Batteries for Unit #7 and #24	149.88
58918	Alvinter LLC	LED Lights for Spreaders	2,233.70
58919	DFA - Office of Insurance	FY23 Unemployment Insurance	3,045.00
58920	Federal Express Corp.	Express Mail Services	22.62
58921	Foliage Design Systems, Inc.	Interior Plant Maintenance	261.39
58922	Fuelman	Fuel for MSPA Vehicles	1,192.49
58923	Global CFI, LLC	Consulting Services	3,380.00
58924	Great Southern Club	Monthly Dues and Business Expenses	327.06
58925	Gulf Coast Business Supply, Inc.	Office Supplies	1,078.33
58926	MS State Treasurer Fund 3360900000	Telephone/Internet Services	354.05
58927	MS-JS, Inc DBA Johnstone Supply of Gpt	Replacement Chiller Compressor for Dole	5,407.21
58928	Kalmar USA, Inc.	Cable Connection Wiring Harnesses for Cranes	175.57
58929	KLDiscovery Ontrack, LLC	Professional Services	2,925.50
58930	Mark P. Loughman	Per Diem	120.00
58931	Lowe's Home Center, Inc.	Pole Saw and Chainsaw Chain	236.54
58932	Mark Dunning Industries, Inc	Waste Removal Services	330.00
58933	MillerCo., Inc.	Program and Repair Landscape Lights	6,251.70
58934	MS Power Company	Electricity	167,796.09
58935	MSPA Petty Cash Fund	Replenish Petty Cash	84.96
58936	Department of Finance & Admin.	Tort Claim Assessments	9,076.00
58937	Jon T. Nass	Business and Travel Expenses	411.56
58938	The Port Employees Assoc.	Employee Deductions	112.00
58939	Redd Pest Solutions	Pest Control Services	70.00
58940	Rotolo Consultants, Inc. dba RCI	Landscape Services	2,029.50
58941	ServiceWear Apparel, Inc.	Employee Uniforms	665.03
58942	Shuttlewagon, Inc.	Muffler for Shuttlewagon	1,187.69
58943	Sorg Printing, LLC	Business Cards	50.00
58944	Norma Jean Soroe	Transcription Services	384.48
58945	Southern Admin. and Benefits	Monthly Service Fee	209.00
58946	Southern Fire Sprinkler, Inc.	Annual Fire Extinguisher Inspection	1,200.00
58947	Swetman Security Services, Inc.	Security Guard Services	33,809.20
58948	Southern Tire Mart, LLC	Tires for Unit #5	524.00
58949	United Way of South MS, Inc.	Employee Deductions	50.00
58950	Matthew Wypyski	Business Expenses	68.82
58951	Zoro Tools, Inc.	Maintenance Supplies, Parts and Small Tools	3,741.66
58952	ZPMC North America, Inc.	Joystick Controllers for Cranes	1,625.00
CHECKS DATED 10/03/22 AND RELEASED PRIOR TO SCHEDULED CHECK RUN			
58902	Sparklight	Internet Services	93.18

58903	CenterPoint Energy	Natural Gas Services	30.61
58904	CenterPoint Energy	Natural Gas Services	30.61
58905	City of Gulfport	Water	6,043.30
58906	MS Pub. Employees Credit Union	Employee Deductions	445.00
58907	Pass Road Mini Storage, LLC	Storage Unit Rent	180.00
58908	Wright National Flood Ins.	Insurance	20,252.00
TRANSFERS			
09/23/22	Deferred Compensation	Employee Deductions	1,695.00
09/28/22	Federal Tax Deposit	Payroll Tax Deposit	25,953.18
10/01/22	State School Insurance Fund/DFA	10/2022 Employee Health and Life Insurance	18,069.94
10/05/22	Public Employment Retirement	Retirement Match and Withheld	60,292.24
10/07/22	Deferred Compensation	Employee Deductions	1,695.00
Total			<u>\$421,451.94</u>

FINAL CHECKLIST FOR OCTOBER 27, 2022

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

CHK#	VENDOR	DESCRIPTION	CHK AMT
58957	Kentwood Springs	Drinking Water	433.01
58958	AFLAC	Employee Deductions	1,589.11
58959	AGJ Systems & Networks, Inc.	Computer Equipment and Installation	2,361.25
58960	AirGas Gulf States	Acetylene, Oxygen and Argon Cylinders	212.63
58961	AT&T Corp	Website Hosting	89.96
58962	Card Services	Travel Expenses and Employee Training	9,015.69
58963	Card Services	Parts for Maintenance and Cranes	2,203.86
58964	Card Services	Travel Expenses and Conference Registration Fee	4,276.48
58965	Certex USA, Inc.	Replacement Wire Trolley Ropes for Crane #2	7,259.00
58966	Consolidated Electrical Distributors, Inc	Open/Closed Signs for Guard Shack	1,522.00
58967	C Spire Wireless	Cell Phone Services	886.27
58968	C Spire Business Solutions	Telephone/Internet Services	2,668.96
58969	Danny Miller Plumbing, Inc.	Back Flow Preventer Certifications	1,600.00
58972	Expert Insulation, LLC	Insulation for Operations Building	6,783.80
58973	Federal Express Corp.	Express Mail Services	38.25
58974	Fuelman	Fuel for MSPA Vehicles	269.59
58975	Guardian	Employee Deductions	1,804.52
58976	Whitney Bank Divisional Property	November Lease for Suite 1450	26,076.14
58977	Whitney Bank Trust & Asset Management	Investment Advisory Service Fees	25,638.52
58978	KLDDiscovery Ontrack, LLC	Professional Services	11,085.50
58979	Robert J. Knesal	Per Diem	80.00
58980	Errol LaRue	Travel Expenses	944.73
58981	Mark P. Loughman	Per Diem	160.00
58982	Lowe's Home Center, Inc.	Maintenance Supplies	177.55
58984	Mark Dunning Industries, Inc.	Waste Removal Services	1,957.50
58985	McClatchy Company, LLC	Advertising	1,636.76
58986	Memorial Hospital at Gulfport	New Employee Testing	40.00
58987	Shawn Meyer	Travel Expenses	1,257.23
58988	MS Department of Agriculture & Commerce	Genuine MS Membership Dues	75.00
58989	MS Pub. Employees Credit Union	Employee Deductions	445.00
58990	Jon T. Nass	Business Expenses	211.16
58991	Pass Road Mini Storage, LLC	Storage Unit Rent	165.00
58992	The Port Employees Assoc.	Employee Deductions	112.00
58993	Portable Services, Inc.	Portable Restroom Services	255.00
58994	Puckett Machinery Company	Backhoe Repair	17,023.26
58995	Redd Pest Solutions	Pest Control Services	160.00

58996	RJ Young Company, Inc.	Printer Maintenance	484.72
58997	Rotolo Consultants, Inc. dba RCI	Landscape Services	7,610.07
58998	Stericycle, Inc.	Document Shredding Services	154.96
58999	Shuttlewagon, Inc.	Controller for Shuttlewagon	449.14
59000	South Mississippi Business Machines	Copier Maintenance	569.00
59001	SSA Gulf Inc.	Office Trailer Rent for Cotton Compress	850.00
59002	Sterling Solutions LLC	Professional Services	38,975.39
59003	Stuart C. Irby Co.	LED Drivers to Repair Interior Lights for Cranes	770.67
59004	Sun Herald	Subscription	295.19
59005	Swetman Security Services, Inc.	Security Guard Services	67,583.35
59006	Cowles Edgar Symmes	Per Diem	80.00
59007	United Way of South MS, Inc.	Employee Deductions	50.00
59009	Zoro Tools, Inc.	Maintenance Supplies for Cranes	689.50
CHECKS DATED 10/19/22 AND RELEASED PRIOR TO SCHEDULED CHECK RUN			
58953	Sparklight	Cable Services	218.56
58954	City of Gulfport	Water	3,921.40
58955	MS Pub. Employees Credit Union	Employee Deductions	445.00
58956	Legal Shield	Employee Deductions	61.81
TRANSFERS			
10/12/22	Federal Tax Deposit	Payroll Tax Deposit	25,888.69
10/14/22	MS Department of Revenue	Employee Deductions	7,973.00
10/17/22	MS Department of Revenue	Sales Tax Payment	20,087.66
10/21/22	Deferred Compensation	Employee Deductions	1,695.00
10/26/22	Federal Tax Deposit	Payroll Tax Deposit	26,906.28
Total			<u>\$336,274.12</u>
AGENDA			
WIRE	Balch & Bingham		6,227.50
WIRE	Balch & Bingham		58.75
WIRE	Balch & Bingham		57,887.07
WIRE	CH2M Hill		14,930.37
WIRE	Eley Guild Hardy		30,800.00
WIRE	Wharton Smith		363,432.80
WIRE	WSP		31,103.00
58970	Digital Engineering & Imaging		62,078.00
58971	DNA Underground, LLC		298,964.70
58983	Machado Patano, PLLC		98,493.07
59008	Warren Paving, Inc.		10,951.92
Total			<u>\$1,311,201.30</u>

Commissioner Loughman 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: Mike's Wholesale Tire Repair

Commissioner Loughman moved to approve the following progress payments:

Balch & Bingham (\$64,173.32); Digital Engineering (\$62,078.00); DNA Underground, LLC (\$298,964.70); MP Design Group (\$89,675.67); MP Design Group (\$8,817.40); Warren Paving (\$10,951.92); and WSP, Inc. (\$31,103.00). Commissioner Symmes seconded and the motion was unanimously approved.

Commissioner Symmes moved to approve Cash Request #336 to CH2M Hill (\$14,930.37); Eley Guild Hardy (\$30,800.00); and Wharton Smith (\$363,432.80) for a total of \$409,163.17. Commissioner Loughman seconded and the motion was unanimously approved.

NEW BUSINESS:

Commissioner Loughman moved to authorize an advertisement for bid for the Elevated Reefer Plug Project. Commissioner Symmes seconded and the motion was unanimously approved.

Commissioner Symmes moved to approve Work Order No. 3 with MP Design Group under Contract No. 23-EN-01. Work Order No. 3 provides for the construction of concrete pads to support the trailer landing gear to mitigate asphalt damage caused by the landing gear. The not to exceed cost of \$220,910.00. Commissioner Loughman seconded and the motion was unanimously approved.

Commissioner Loughman moved to amend the agenda to include an item under New Business – authorization to solicit qualifications for Engineering Services Related to the project to deepen and widen the Federal Navigation Channel. Commissioner Symmes seconded and the motion was unanimously approved.

Commissioner Symmes moved to authorize the solicitation of qualifications for Engineering Services Related to the project to deepen and widen the Federal Navigation Channel. Commissioner Loughman seconded and the motion was unanimously approved.

ENGINEERING UPDATE:

Port Engineer, James Buras, updated Commissioners on ongoing engineering projects.

OPERATIONS REPORT:

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

Vessels	14		Vehicles	11,952
TEU's	15,761		Railcar Count	456
Tonnage (short tons)	208,419			

There was an increase of 14% in TEU's and an increase of 2% in Tonnage from this same period last year.

Matt Wypyski, COO, reported on continued community outreach and singled out Gary Pitcovich, Crane Manager, for outstanding job performance while filling in during the absence of the Director of Operations and the Deputy Director of Operations.

EXECUTIVE DIRECTOR'S COMMENTS:

We've had a good deal of travel in the last few weeks. Shawn Meyer was in Peru with Taylor Machines at the Annual TOC conference; Jon Nass and Errol LaRue were in Orlando for the AAPA Annual Conference; Matt Gabbett was in St. Louis for a transportation/intermodal conference. At the request of Crowley, Commissioners and

staff will be in Cuba in November for the International Fair and visits with Alimport and the Port of Mariel. Jon Nass will be in Brazil in late November for the AAPA Latino Conference.

Director Nass is working towards a better maintenance plan and will be asking for GIS funding in the near future.

Our cold storage consultants are hard at work and will be back in our office next week. They should conclude their efforts by the end of the year.

The strategic master plan work continues and WSP, Inc. is working now on the Capital Improvement Plan.

We are expecting the PDIP Grant results any day now. We applied for funds for the 15 acre expansion on the East Pier - \$50 million request with \$10 million matched by the port.

GENERAL COUNSEL'S COMMENTS:

Ben Stone had no comments.

MDA'S COMMENTS:

Philip Carter, MDA, had no comments.

COMMISSIONERS' COMMENTS:

Commissioner Rester recently met with Bill Lavers, HCDC, who spoke very highly of Shawn Meyer, MSPA's Director of Operations. Commissioner Rester wanted to thank staff for their professionalism and the effort they put forth behind the scenes.

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

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

(THE BOARD OF COMMISSIONERS ENTERED INTO EXECUTIVE SESSION AT APPROXIMATELY 9:25 A.M.)

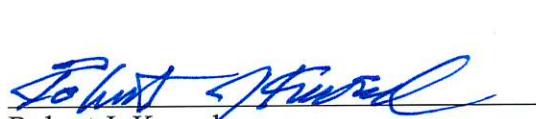
Commissioner Symmes moved to come out of Executive Session. Commissioner Loughman seconded and the motion was unanimously approved.


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

Commissioner Symmes moved to adjourn.

The meeting adjourned at approximately 10:40 a.m.

Approved and Attested


Robert J. Knesal
President


John Rester
Secretary