

**MISSISSIPPI PORT AUTHORITY**  
**BOARD OF COMMISSIONERS**  
**REGULAR MEETING**

**September 22, 2022**

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Minutes of the Mississippi State Port Authority Board of Commissioners Meeting,  
Thursday, September 22, 2022, at 2510 14<sup>th</sup> 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  
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  
  
Ben Stone, Legal Counsel

Others: Philip Carter, MDA (via telephone)  
Nick Moody, Machado Patano Engineering  
Mike Letort, Machado Patano Engineering  
Brandon Schmid, USM

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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.

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Commissioner Symmes moved to approve the Minutes from the August 25, 2022 and September 7, 2022 Board Meetings. Commissioner Rester seconded, and the motion was unanimously approved.

Commissioner Symmes moved to approve travel (Oct. 16-20) Gabbett to St. Louis, MO; (Oct. 16-20) Nass to Orlando, FL; (Oct. 17-21) Meyer to Houston, TX. Commissioner Rester seconded and the motion was unanimously approved.

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

DISBURSEMENTS THROUGH SEPTEMBER 08, 2022

BILLS FOR THE MONTHS OF AUGUST AND SEPTEMBER 2022 APPROVED AND PAID

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

CHK #	VENDOR	DESCRIPTION	AMOUNT
58808	Advanced Collision	Unit #12 Repairs	3,921.61
58809	AGJ Systems & Networks, Inc.	Computer Maintenance	4,673.53
58810	Alimak Group USA Inc	Quarterly Crane Elevator Inspections	2,190.00
58811	All Safe Technologies, LLC	Fire Alarm Monitoring	279.65
58812	Crowley Liner Services	Payment Sent in Error Refund	3,923.94
58813	Foliage Design Systems, Inc.	Interior Plant Maintenance	261.39
58814	Fuelman	Fuel for MSPA Vehicles	391.95
58815	Great Southern Club	Monthly Dues and Business Expenses	631.68
58816	Kalmar USA, Inc.	Hardware for Spreaders	576.49
58817	Keeling Co. - Gulfport	Weed Killer	4,682.30
58818	M2 Media Corp.	Advertising	900.00
58819	Mark Dunning Industries, Inc	Waste Removal Services	635.00
58820	MS Power Company	Electricity	173,686.96
58821	MS Pub. Employees Credit Union	Employee Deductions	445.00
58822	MS Society of CPAs	Membership Dues	175.00
58823	Jon T. Nass	Travel Expenses	1,446.77
58824	Mary Nelson	TWIC Card Renewal	125.25
58825	The Port Employees Assoc.	Employee Deductions	110.00
58826	Portable Services, Inc	Portable Restroom Services	255.00
58827	Redd Pest Solutions	Pest Control Services	90.00
58828	RJ Young Company, Inc.	Printer Maintenance	484.72
58829	Seal Electrical, Inc.	Electrical Services	6,577.00
58830	Norma Jean Soroe	Transcription Services	469.48
58831	Southern Admin. and Benefits	Monthly Service Fee	209.00
58832	Swetman Security Services, Inc.	Security Guard Services	33,836.84
58833	Southern Tire Mart, LLC	Forklift and Shuttlewagon Tire Repairs	221.57
58834	United Way of South MS, Inc.	Employee Deductions	50.00
58835	Zoro Tools, Inc.	Maintenance and Crane Supplies	2,121.57
CHECKS DATED 09/06/22 AND RELEASED PRIOR TO SCHEDULED CHECK RUN			
58802	Sparklight	Internet Services	93.18
58803	CenterPoint Energy	Natural Gas Services	31.71
58804	CenterPoint Energy	Natural Gas Services	30.70
58805	City of Gulfport	Water	6,055.30
58806	Pass Road Mini Storage, LLC	Storage Unit Rent	180.00
58807	Redd Pest Solutions	Pest Control Services	70.00
TRANSFERS			
08/26/22	Deferred Compensation	Employee Deductions	1,695.00
08/31/22	Federal Tax Deposit	Payroll Tax Deposit	25,418.69
09/01/22	State School Insurance Fund/DFA	09/2022 Employee Health and Life Insurance	16,887.44
09/06/22	Public Employment Retirement	Retirement Match and Withheld	69,488.70
Total			\$363,322.42

FINAL CHECKLIST FOR SEPTEMBER 22, 2022

BILLS FOR THE MONTHS OF AUGUST 2022 AND SEPTEMBER 2022 APPROVED AND PAID

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

CHK#	VENDOR	DESCRIPTION	AMOUNT
58838	Kentwood Springs	Drinking Water	464.48
58839	AFLAC	Employee Deductions	1,589.11
58840	AGJ Systems & Networks, Inc.	PDU Units for Server	223.98
58841	AirGas Gulf States	Acetylene, Oxygen and Argon	217.34

		Cylinders	
58842	Alimak Group USA Inc	Trolley Rollers for Crane Elevators	7,709.38
58844	AT&T Corp	Website Hosting	89.96
58845	Blake Bishop	TWIC Card	125.25
58846	Sparklight	Cable Services	218.56
58847	Card Services	Travel Expenses	1,064.05
58848	Card Services	Subscription Renewals, Equipment and Parts	9,319.93
58849	Card Services	Travel Expenses	3,246.61
58850	Sun Coast Business Supply	Office Supplies	12.50
58851	Core Logistical Solutions, LLC	Labor to Repair Shed 50 Door	1,850.00
58852	Consolidated Electrical Distributors, Inc.	Electrical Supplies for Repairs	484.13
58853	Continental Battery Company	Batteries for Unit 8 and Shed 53 Fire Pump	397.45
58854	C Spire Wireless	Cell Phone Services	893.99
58855	C Spire Business Solutions	Telephone/Internet Services	2,674.20
58857	ESL Power Systems, Inc.	Full Bunker Assemblies for Chiquita and Crowley	391,260.00
58858	Federal Express Corp.	Express Mail Services	70.33
58859	Guardian	Employee Deductions	1,913.43
58860	Gulf Coast Business Supply, Inc.	Office Supplies	252.60
58861	Whitney Bank Divisional Property	October Lease for Suite 1450	26,076.14
58862	Harbor Square Parking Garage	Parking Garage Quarterly Rent	3,185.25
58863	MS State Treasurer Fund 3360900000	Telephone/Internet Services	200.84
58864	Newell Paper Co.	Janitorial Supplies	660.64
58865	Kalmar USA, Inc.	Replacement Flippers for Cranes #1 and #2	7,177.27
58866	Robert J. Knesal	Per Diem and Travel Expenses	780.00
58867	Errol LaRue	Travel Expenses	700.00
58868	Mark P. Loughman	Per Diem and Travel Expenses	820.00
58869	Lowe's Home Center, Inc.	Hand Tools, Janitorial Supplies, A/C for Portable Restroom	840.78
58871	Marine & Industrial Supply Co. Inc.	Trolley Ropes for Crane #3	8,400.60
58872	Mark Dunning Industries, Inc.	Waste Removal Services	2,135.00
58873	McClatchy Company, LLC	Advertising	875.00
58874	Memorial Hospital at Gulfport	New Employee Testing	40.00
58875	Metal Tech, Inc.	Metal for Maintenance	1,795.20
58876	IDEMIA	New Employee TWIC Card	125.25
58877	MS Gulf Coast Chamber of Comm.	Sponsorship	1,000.00
58878	MS Pub. Employees Credit Union	Employee Deductions	445.00
58879	MSPA Petty Cash Fund	Replenish Petty Cash	91.98
58880	Jon T. Nass	Business and Travel Expenses	858.62
58881	Necaise Locksmith	Marketing Room Door and Installation	2,219.00
58882	Pass Road Mini Storage, LLC	Storage Unit Rent	165.00
58883	Legal Shield	Employee Deductions	61.81
58884	Rotolo Consultants, Inc. dba RCI	Landscape Services	2,741.19
58885	SBL Strategies, LLC	Professional Consulting Services	10,000.00
58886	Seal Electrical, Inc.	Electrical Services	1,331.00
58887	James C. Simpson, Jr.	Per Diem	80.00
58888	South Mississippi Business Machines	Copier Maintenance	569.08
58890	SSA Gulf Inc.	Office Trailer Rent for Cotton Compress	850.00
58891	BXS Insurance, Inc.	Insurance	1,368,115.35
58892	Stuart C. Irby Co.	Plug for Welder	194.46
58893	Swetman Security Services, Inc.	Security Guard Services	33,940.85
58894	Cowles Edgar Symmes	Per Diem	120.00
58895	Union Auto Parts	Maintenance Supplies	44.98
58896	USM Research Foundation	Sponsorship	12,500.00
58897	The University of Southern Mississippi	Duplicate Payment Refund	500.00

58899	DeeDee Wood	Commissioner Presentation	212.50
58900	Matthew Wypyski	Travel Expenses	1,151.33
58901	Zoro Tools, Inc.	Maintenance Supplies	707.23
CHECK DATED 09/16/22 AND RELEASED PRIOR TO SCHEDULED CHECK RUN			
58837	City of Gulfport	Water	3,999.88
TRANSFERS			
09/08/22	Deferred Compensation	Employee Deductions	1,695.00
09/14/22	Federal Tax Deposit	Payroll Tax Deposit	25,872.23
09/14/22	MS Department of Revenue	Employee Deductions	9,348.00
09/15/22	MS Department of Revenue	Sales Tax Payment	21,068.20
Total			<u>\$1,977,771.94</u>

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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:

Steam Ship Agent: Christian Bay Shipping dba Fillette-Green Shipping Services

NEW LICENSES:

Transfer Company: Webb Transport LLC

Commissioner Rester moved to approve the following progress payments: Balch & Bingham (\$27,956.50); Digital Engineering (\$11,809.50); MP Design Group (\$197,317.65); Southern Earth Sciences (\$361.50); Warren Paving (\$63,281.11); and WSP, Inc. (\$34,564.50). Commissioner Symmes seconded and the motion was unanimously approved.

*Commissioner Knesal left the room.*

Commissioner Symmes moved to approve a progress payment to Andercorp, LLC in the amount of \$257,117.50. Commissioner Loughman seconded and the motion was unanimously approved.

*Commissioner Knesal returned to the meeting.*

Commissioner Rester moved to approve Cash Request #334 to CH2M Hill (\$9,982.56); Eley Guild Hardy (\$31,825.25); and Wharton Smith (\$637,429.82) for a total of \$679,237.63. Commissioner Symmes seconded and the motion was unanimously approved.

Commissioner Loughman moved to approve Cash Request #335 to Wharton Smith for a total of \$31,361.35. Commissioner Rester seconded and the motion was unanimously approved.

OLD BUSINESS:

Commissioner Rester moved to approve Amendment No. 7 to Contract No. 016-HUD-031 with Eley Guild Hardy Architects. Amendment No. 7 adds 122 days and increases costs by \$132,579.30. Commissioner Loughman seconded, and the motion was unanimously approved.

Commissioner Symmes moved to approve Amendment No. 2 to Task Order No. 9 to Contract No. 016-HUD-031 with Eley Guild Hardy Architects. Amendment No. 2 is the addition of 122 days and the increase of \$132,579.30 in costs as mentioned in the

previous agenda item. This item simply makes the change to the corresponding Task Order. Commissioner Loughman seconded, and the motion was unanimously approved.

Commissioner Rester moved to approve Change Order No. 1 to Work Order No. 3 with Warren Paving under Contract No. 22-EN-03. Change Order No. 1 adds \$66,045.60 for quantity adjustments and closes out Work Order No. 3. Commissioner Loughman seconded, and the motion was unanimously approved.

Commissioner Loughman moved to approve Change Order No. 4 with Warren Paving under Contract No. 22-EN-03. Change Order No. 4 adjusts quantity for items that have overrun and there are no changes to fundings or scope. Commissioner Symmes seconded, and the motion was unanimously approved.

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NEW BUSINESS:

Commissioner Rester moved to approve Work Order No. 1 with MP Design Group under Contract No. 23-EN-01. Work Order No. 1 provides the funding of a not-to-exceed amount of \$100,000 per fiscal year to the contract for general support and routine consulting engineering services, along with the corresponding Fee Plan. Commissioner Loughman seconded and the motion was unanimously approved.

Commissioner Rester moved to approve Work Order No. 2 with MP Design Group under Contract No. 23-EN-01. Work Order No. 2 constructs elevated reefer plugs on the north side of the West Pier to mitigate flooding. The not-to-exceed costs is \$172,540.00. Commissioner Loughman seconded and the motion was unanimously approved.

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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 August 2022:

Vessels	16		Vehicles	12,293
TEU's	18,783		Railcar Count	829
Tonnage (short tons)	195,076			

The TEU count is up 37% from last year and the Tonnage is up 31%.

We are watching the tropics – no matter where the storm ends up, trade lanes will be affected and there will more than likely be a disruption to vessel schedules.

Matt Wypyski recently returned from the IANA Intermodal Expo in Southern California. The one constant theme is moving toward a Smart Port – going all electronic.

EXECUTIVE DIRECTOR'S COMMENTS:

There has been a good deal of travel by staff, developing new business and trade and massaging existing relationships as well.

Our cold storage experts will be in the office October 11<sup>th</sup> and 12<sup>th</sup> and will meet with our customers and bring some of their own. They are world class experts on the cold chain and we are excited to delve into these discussions.

Director Nass recently returned from Providence, Rhode Island, where he attended a U.S. Commerce event regarding the Blue Economy. Much time was spent with Crowley team

members from their Rhode Island office. Also in attendance was the MS Development Authority and conversations were had with their prospects as well.

We have scheduled a much-anticipated visit to Camp Shelby with Capt. Rick Rowland for November 15<sup>th</sup>.

MSPA has a table reserved for the Salute to the Military on October 4<sup>th</sup> for their annual breakfast. We are always proud to participate in this worthy event.

GENERAL COUNSEL'S COMMENTS:

Ben Stone had no comments.

MDA'S COMMENTS:

Philip Carter, MDA, had no comments.

COMMISSIONERS' COMMENTS:

Commissioner Knesal announced the recent resignation of Commissioner James C. Simpson, Jr. Many thanks to Commissioner Simpson for his guidance, leadership and support for the last 14+ years.

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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 lease and litigation matters. Commissioner Symmes seconded and the motion was unanimously approved.

(THE BOARD OF COMMISSIONERS ENTERED INTO EXECUTIVE SESSION AT APPROXIMATELY 1:45 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 Rester moved to adjourn.

The meeting adjourned at approximately 2:20 p.m.

Approved and Attested

  
Robert J. Knesal  
President

  
John Rester  
Secretary