

MISSISSIPPI PORT AUTHORITY

BOARD OF COMMISSIONERS

REGULAR MEETING

December 20, 2022

Minutes of the Mississippi State Port Authority Board of Commissioners Meeting, Tuesday, December 20, 2022, at 2510 14th Street, Suite 1450, Gulfport, Mississippi at which the following Commissioners and staff were present:

Commissioners: John Rester, President
Cowles Symmes, Secretary
Mark Loughman, Treasurer
Robert J. Knesal, Commissioner

Staff: Jon Nass, CEO
Kim Purchner, Exec. Asst./HRO
Matthew Wypyski, Deputy Director
Shawn Meyer, Director of Operations
Teresa Ehrlich, Project Manager
Allison Chimenya, Marketing Analyst
Errol LaRue, In-House Counsel
Matt Gabbett, Deputy Director of Operations
Tammy Salisbury, Asst. Comptroller
Cindy Ford, Admin/Grant Assistant

Ben Stone, Legal Counsel

Others: Philip Carter, MDA (via telephone)
Nick Moody, MP Design Group
David Machado, MP Design Group
Joey Beattie, Cadence Insurance
Colin Macpherson, EN Bisso
Tim Lancaster, Ports America
Murrell Hilton, MS Pilots Association
Brandon Schmid, 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 Jon Nass, MSPA.

Commissioner Knesal moved to approve the annual rotation of officers. It is the opinion of Counsel that the law and the By-laws of MSPA provide that where the vacancy exists, and no appointment has been made by the appointing officer, the rotation by officers will be as follows:

John Rester, President
Cowles Symmes, Vice-President
Mark Loughman, Secretary

Robert Knesal, Treasurer
Vacant, Commissioner

Commissioner Loughman seconded and the motion was unanimously approved.

PUBLIC COMMENTS:

There were no public comments.

Commissioner Symmes moved to amend the agenda to add an item to Old Business – Modification No. 17 with the Sub-Recipient Grant No. R115-06-02. Commissioner Loughman seconded and the motion was unanimously approved.

Commissioner Knesal moved to approve the Minutes from the November 18, 2022, Board Meeting. Commissioner Loughman seconded, and the motion was unanimously approved.

Commissioner Symmes moved to approve travel (December 5-6) Nass to Washington DC; (January 4-5) Nass, Meyer, LaRue & Commissioners to Jackson, MS. 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 DECEMBER 08, 2022
BILLS FOR THE MONTHS OF NOVEMBER AND DECEMBER 2022 APPROVED AND PAID
FROM THE GROSS REVENUE FUND OF THE MS STATE PORT AUTHORITY AT GULFPORT

CHK#	VENDOR	DESCRIPTION	CHK AMT
59106	Kentwood Springs	Drinking Water	371.61
59107	Sage Abra	Tax Forms	193.10
59108	AGJ Systems & Networks, Inc.	Computer Maintenance	4,667.50
59109	Alimak Group USA Inc	Quarterly Crane Elevator Inspections	2,190.00
59110	All Safe Technologies, LLC	Fire Alarm Monitoring	319.60
59111	AR-CLAD Inc.	Marine Research Facility Panel Repairs	30,650.00
59112	Paul D. Jamerson	Inspection and Supplies for Landscape Lighting Repairs	3,827.23
59113	City of Gulfport	Water	6,066.74
59114	Sun Coast Business Supply	Office Supplies	513.34
59115	Consolidated Electrical Distributors, Inc	LED Drivers for Hwy 90 Sign	221.20
59116	Federal Express Corp.	Express Mail Services	88.70
59117	Foliage Design Systems, Inc.	Interior Plant Maintenance	261.39
59118	Fuelman	Fuel for MSPA Vehicles	487.56
59119	Grainger, Inc.	Shackles for Crane Spreaders and Traffic Delineators	733.05
59120	Great Southern Club	Monthly Dues and Business Expenses	454.32
59121	Gulfport Yacht Club	Business Expenses	55.77
59122	Industrial Commercial Fire Protection	Fire System Inspection and Testing for Shed 50	15,750.00
59123	MS State Treasurer Fund 3360900000	Telephone/Internet Services	335.01
59124	ISS Marine Services, Inc.	Overpayment Refund	1,648.03
59125	Journal Communications, Inc.	Advertising	7,225.00
59126	Kalmar USA, Inc.	Maintenance Supplies for Cranes	455.46
59127	King Limo & Limousine	Transportation Services	675.00
59128	Mark P. Loughman	Travel Expenses	213.52
59129	Lowe's Home Center, Inc.	Maintenance Supplies and Hand Tools	1,011.60
59130	Mark Dunning Industries, Inc	Waste Removal Services	1,860.00
59131	Maze, LLC	Monitors for Surveillance Room	1,570.00
59132	MS Economic Development Council	Membership Dues	225.00

59133	Shawn Meyer	Travel Expenses	836.66
59134	MS Pub. Employees Credit Union	Employee Deductions for 12/16/2022	455.00
59135	MS Pub. Employees Credit Union	Employee Deductions for 12/30/2022	455.00
59136	Jon T. Nass	Travel Expenses	274.76
59137	Pass Road Mini Storage, LLC	Storage Unit Rent	180.00
59138	The Port Employees Assoc.	Employee Deductions	116.00
59139	Portable Services, Inc	Portable Restroom Services	255.00
59140	Redd Pest Solutions	Pest Control Services	90.00
59141	RJ Young Company, Inc.	Printer Maintenance	969.44
59142	Rob't J. Baggett, Inc.	Labor for Trolley Rope Replacement for Crane #2	14,806.00
59143	Seal Electrical, Inc.	Electrical Services	545.00
59144	Stericycle, Inc.	Document Shredding Services	155.54
59145	Shuttlewagon, Inc.	Parts for Shuttlewagon	689.84
59146	Norma Jean Soroe	Transcription Services	354.48
59147	Southern Printing & Silkscreen	Names & Logos for Employee Uniforms	528.00
59148	Southern Admin. and Benefits	Monthly Service Fee	209.00
59149	Southern Admin. and Benefits	Employee Deductions	24,178.70
59150	Southern Fire Sprinkler, Inc.	New Fire Extinguishers and Maintenance	3,765.00
59151	Stuart C. Irby Co.	Replacement Trolley Sync Switches for Cranes	772.80
59152	Swetman Security Services, Inc.	Security Guard Services	33,535.70
59153	Threaded Fasteners, Inc.	Crane Maintenance Supplies	186.00
59154	United Way of South MS, Inc.	Employee Deductions	50.00
59155	Union Auto Parts	Brake Pads for Unit #11	78.74
59156	DeeDee Wood	Annual CPA License Renewal Fees	115.49

CHECKS DATED 11/21/22 AND RELEASED PRIOR TO SCHEDULED CHECK RUN

59098	Guardian	Employee Deductions	1,929.74
59099	MS Pub. Employees Credit Union	Employee Deductions	455.00
59100	Keeling Co. - Gulfport	Grounds Maintenance Supplies	4,682.30

CHECKS DATED 11/30/22 AND RELEASED PRIOR TO SCHEDULED CHECK RUN

59101	AT&T Corp	Website Hosting	89.96
59102	Sparklight	Internet Services	93.18
59103	CenterPoint Energy	Natural Gas Services	30.61
59104	CenterPoint Energy	Natural Gas Services	30.61
59105	Murky Waters LLC	IAMPE Training Reception	2,180.00

TRANSFERS

11/21/22	Deferred Compensation	Employee Deductions	1,695.00
11/23/22	Federal Tax Deposit	Payroll Tax Deposit	26,158.20
12/02/22	Deferred Compensation	Employee Deductions	1,695.00
12/05/22	State School Insurance Fund/DFA	12/2022 Employee Health and Life Insurance	18,539.88
12/07/22	Federal Tax Deposit	Payroll Tax Deposit	26,405.65
12/07/22	Public Employment Retirement	Retirement Match and Withheld	60,831.01
Total			<u>\$310,488.02</u>

FINAL CHECKLIST FOR DECEMBER 20, 2022

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

CHK#	VENDOR	DESCRIPTION	CHK AMT
59158	AFLAC	Employee Deductions	1,467.30
59159	AirGas Gulf States	Acetylene, Oxygen and Argon Cylinders	212.63
59160	Alexander, Van Loon, Sloan	Audit Services	16,785.00
59161	All Safe Technologies, LLC	Cellular DACT Installation at Ocean Enterprise Facility	399.00
59164	Sparklight	Cable Service	218.56
59165	Card Services	Travel Expenses	185.04
59166	Card Services	Maintenance Supplies, Parts, Membership Renewal	1,687.44

59167	Card Services	Travel Expenses	2,160.00
59168	City of Gulfport	Water	4,025.08
59170	Covington Civil & Environmental, LLC	Fertilizer Site Groundwater Sampling and Analyses	7,898.13
59171	C Spire Wireless	Cell Phone Services	988.31
59172	C Spire Business Solutions	Telephone/Internet Services	2,667.55
59175	Fuelman	Fuel for MSPA Vehicles	163.67
59176	Matthew Gabbett	Travel Expenses	839.16
59177	Trista L. Graham	Mileage Expense	31.88
59178	International Association of Maritime	IAMPE Training Tuition	7,795.00
59179	Jackson Supply Company	Refrigerant for A/C Repair	380.00
59180	Jerry's Lawn Mower Sales	Two Scag Mowers	27,766.00
59181	Robert J. Knesal	Per Diem	200.00
59182	Mark P. Loughman	Per Diem	240.00
59184	Maze, LLC	Repair/Replace Surveillance Cameras	4,750.00
59185	Memorial Hospital at Gulfport	New Employee Testing	40.00
59186	MS Gulf Coast Chamber of Comm.	Membership Dues	375.00
59187	MS Power Company	Electricity	143,914.84
59188	Pass Road Mini Storage, LLC	Storage Unit Rent	165.00
59189	Legal Shield	Employee Deductions	61.81
59190	Rotolo Consultants, Inc. dba RCI	Landscape Services	2,363.69
59191	South Mississippi Business Machines	Copier Maintenance	569.00
59192	Hawk Bidco (US) Inc.	Replace Trolley Ropes for Crane #3	20,220.00
59193	Swetman Security Services, Inc.	Security Guard Services	32,973.20
59194	Cowles Edgar Symmes	Per Diem	120.00
59195	Zoro Tools, Inc.	Contact Blocks and Maintenance Supplies for Cranes	926.52
CHECK DATED 12/12/22 AND RELEASED PRIOR TO SCHEDULED CHECK RUN			
59157	IDEMIA	New Employee TWIC Card	125.25
TRANSFERS			
12/14/22	MS Department of Revenue	Employee Deductions	7,999.00
12/15/22	MS Department of Revenue	Sales Tax Payment	18,073.40
12/15/22	Deferred Compensation	Employee Deductions	1,695.00
Total			<u>\$310,481.46</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:

Vendors: A3M Vacuum Service, Inc.; D.A. Marine Fumigation, Inc.; Waste Pro of Mississippi, Inc. (f/k/a) Delta Sanitation of MS, LLC; Glenn Machine Works, Inc.; LNJ Services, Inc.

Commissioner Knesal left the room.

Commissioner Symmes moved to approve payment of \$121,130.76 to AnderCorp, LLC. Commissioner Loughman seconded and the motion passed unanimously.

Commissioner Knesal returned to the meeting.

Commissioner Symmes moved to approve the following progress payments: Balch & Bingham (\$84,872.84); Benecorp (\$250,353.51); Continental Rail (\$103,547.15); Digital Engineering (\$29,715.25); Dredging Professor (\$780.00); MP

Design Group (\$7,936.29); MP Design Group (\$22,223.75); and WSP, Inc. (\$26,283.00). Commissioner Knesal seconded and the motion was unanimously approved.

Commissioner Knesal moved to approve Cash Request #338 to CH2MHill (\$34,220.80); Eley Guild Hardy (\$12,992.00); and Wharton Smith (\$276,341.25) for a total of \$323,554.05. Commissioner Symmes seconded and the motion was unanimously approved.

OLD BUSINESS:

Commissioner Symmes moved to approve Modification No. 2 to Work Order No. 22 with Digital Engineering under Contract 17-EN-04. Modification No. 2 de-obligates \$13,464.50 and closes the work order. Commissioner Loughman seconded and the motion passed unanimously.

Commissioner Loughman moved to approve Modification No 1 to Work Order No. 26 with Digital Engineering under Contract 17-EN-04. Modification No. 1 de-obligates \$7,844.00 and closes out the work order. Commissioner Symmes seconded and the motion passed unanimously.

Commissioner Knesal moved to approve Modification No. 3 with Digital Engineering under Contact No. 17-EN-04. Modification No. 3 extends the Professional Services Agreement for an additional twelve months. Commissioner Loughman seconded and the motion passed unanimously.

Commissioner Symmes moved to approve Change Order No. 1 to Contract No. 22-EN-06 with Benecorp, Inc. Change Order No. 1 adds 65 days to the contract with no change in costs. Commissioner Knesal seconded and the motion was unanimously approved.

Commissioner Symmes moved to approve Modification No. 17 under Sub-Recipient Grant No. R115-06-02. Modification No. 17 adds an extension of 30 days to the Agreement for close-out. Commissioner Loughman seconded and the motion was unanimously approved.

NEW BUSINESS:

Commissioner Loughman moved approve a 3% increase to the MS State Pilots, effective January 1, 2023. Commissioner Symmes seconded and the motion was unanimously approved.

ENGINEERING UPDATE:

In the absence of Port Engineer James Buras, Matthew Wypyski, Deputy Director, and Teresa Ehrlich, Project Manager, updated Commissioners on ongoing engineering projects.

OPERATIONS REPORT:

Matthew Wypyski reported on maritime activity:

Vessels	15		Vehicles	11,928
TEU's	185,389		Railcar Count	160
Tonnage (short tons)	2,260,602			

TEU's are up 8% and Tonnage is up 12% for the year.

EXECUTIVE DIRECTOR'S COMMENTS:

The plan is to bring the Strategic Master Plan to the Commission at the January Board Meeting.

There is good news from Congress regarding the deepening and widening of our channel. A spending bill should pass on Friday.

There are positive changes in the industry – prices on moving containers have decreased.

We will be heading to Jackson in the first of the year to discuss our budget with the LBO.

GENERAL COUNSEL'S COMMENTS:

Ben Stone had no comments.

MDA'S COMMENTS:

Philip Carter, MDA, had no comments.

COMMISSIONERS' COMMENTS:

Commissioner Rester thanked staff, pilots, tenants, and vendors for their efforts during the past year – it's been a great year, and all these teams are a part of that continued success.

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 personnel matters. Commissioner Loughman seconded and the motion was unanimously approved.

(THE BOARD OF COMMISSIONERS ENTERED INTO EXECUTIVE SESSION AT APPROXIMATELY 9:30 A.M.)

Commissioner Knesal 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.

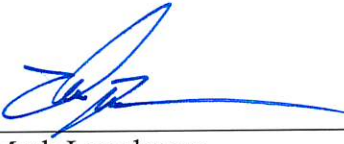
Commissioner Knesal moved to adjourn.

The meeting adjourned at approximately 10:30 a.m.

Approved and Attested



John Rester
President



Mark Loughman
Secretary