

MISSISSIPPI PORT AUTHORITY

BOARD OF COMMISSIONERS

REGULAR MEETING

January 26, 2023

Minutes of the Mississippi State Port Authority Board of Commissioners Meeting,
Thursday, January 26, 2023, at 2510 14th Street, Suite 1450, Gulfport, Mississippi at
which the following Commissioners and staff were present:

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

Staff: Jon Nass, CEO
Kim Purchner, Exec. Asst./HRO
Matthew Wypyski, Deputy Director
Gary Pitcovich, Crane Manager
Teresa Ehrlich, Project Manager
Allison Chimenya, Marketing Analyst
Errol LaRue, In-House Counsel
James Buras, Port Engineer
Matt Gabbett, Deputy Director of Operations
Tammy Salisbury, Asst. Comptroller
Cindy Ford, Contract/Admin Asst.
DeeDee Wood, CFO (via telephone)

Ben Stone, Legal Counsel

Others: Philip Carter, MDA (via telephone)
Nick Moody, MP Design Group
Mike Letort, MP Design Group
Joey Beattie, Cadence Insurance
Blair Garcia, WSP
Hardik Gajjar, WSP
Bruce Richards, N-Y Associates
Max Nassar, WSP, Inc.
Michael Sheely, Jacobs Engineering
Brandon Schmid, USM
Bob Wren, MS State Pilots
Matthew Hilton, MS State Pilots
Al Curtis, HDR
Mark McDaniel, Wharton Smith
Murrell Hilton, MS State Pilots
Dexter Hanburg, EGH Architects
Mark Lishen, EGH Architects
Ahmed Ismail, WSP, Inc. (via TEAMS)
Jeff Sweeney, John Martin & Associates (via TEAMS)

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 Jon Nass, MSPA.

PUBLIC COMMENTS:

There were no public comments.

Commissioner Symmes moved to amend the agenda to add an item to Old Business – Modification No. 18 with the Sub-Recipient Grant No. R115-06-02. Commissioner Loughman seconded and the motion was unanimously approved.

Commissioner Loughman moved to approve the Minutes from the December 20, 2022, Board Meeting. Commissioner Symmes seconded, and the motion was unanimously approved.

Commissioner Symmes moved to approve travel (Jan 11-12) – Nass, LaRue to Jackson, MS; (Jan 22-25) – Nass, Meyer to Atlanta, GA; (Feb 12-15) – Nass, Meyer to Washington DC; (Feb 26-Mar 4) – Nass to Brazil. Commissioner Loughman seconded and the motion was unanimously approved.

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

DISBURSEMENTS THROUGH JANUARY 11, 2023			
BILLS FOR THE MONTHS OF DECEMBER 2022 AND JANUARY 2023 APPROVED AND PAID			
FROM THE GROSS REVENUE FUND OF THE MS STATE PORT AUTHORITY AT GULFPORT			
CHK#	VENDOR	DESCRIPTION	CHK AMT
59210	Melissa's Bakery LLC	Business Expense	92.85
59211	A-1 Elevator Service, LLC	Quarterly Elevator Maintenance	4,248.00
59212	Kentwood Springs	Drinking Water	442.63
59213	AGJ Systems & Networks, Inc.	Computer Equipment and Maintenance	10,160.83
59214	AirGas Gulf States	Oxygen Cylinder and Cylinder Regulators	345.04
59215	All Safe Technologies, LLC	Repair Dole Fire Alarm System and Fire Alarm Monitoring	424.60
59216	Butch Oustalet Ford, Inc.	Window Switch for Unit #22	95.86
59217	Cadence Insurance, Inc.	Insurance	247,428.52
59218	Sun Coast Business Supply	Office Supplies	59.34
59219	Continental Battery Company	Battery for Unit #11	95.26
59220	Core & Main LP	Air Compressors and Starters for Shed 50 Fire System	4,970.82
59221	C Spire Wireless	Cell Phone Services	957.23
59222	Dept. of Finance & Admin.	MMRS Quarterly Charges	254.25
59223	Federal Express Corp.	Express Mail Services	52.72
59224	Foliage Design Systems, Inc.	Interior Plant Maintenance	261.39
59225	Fuelman	Fuel for MSPA Vehicles	519.52
59226	Generac Power Systems, Inc.	Generators	1,830.00
59227	Gleem Paint Center	Traffic Paint	2,099.25
59228	Grainger, Inc.	Employee Rain Gear	895.40
59229	Trista L. Graham	Mileage Expense	10.64
59230	Great Southern Club	Monthly Dues and Business Expenses	695.12
59231	Green Marine Mngmt. Corp.	Membership Dues	6,120.00
59232	Gulf Coast Roll Offs, LLC	Waste Removal Services	7,130.00
59233	Harbor Square Parking Garage	Parking Garage Quarterly Rent	3,185.25
59234	HRdirect	Poster Guard Renewal	179.98
59235	International Association of Maritime	IAMPE Training Tuition	1,000.00
59236	MS State Treasurer Fund 3360900000	Telephone/Internet Services	334.85
59237	MS-JS, Inc DBA Johnstone Supply of Gpt	HVAC Capacitor for Seamen Center	69.90

59238	Kalmar USA, Inc.	Shock Absorbers for Crane #1	1,675.63
59239	KLDiscovery Ontrack, LLC	Professional Services	10,420.00
59240	Mark Dunning Industries, Inc.	Waste Removal Services	1,445.00
59241	MS Economic Council	Membership Dues	402.63
59242	MS Power Company	Electricity	137,746.44
59243	MS Pub. Employees Credit Union	Employee Deductions	455.00
59244	Jon T. Nass	Business Expense	400.20
59245	Portable Services, Inc.	Portable Restroom Services	255.00
59246	Legal Shield	Employee Deductions	61.81
59247	Redd Pest Solutions	Pest Control Services	70.00
59248	RJ Young Company, Inc.	Printer Maintenance	484.72
59249	Rob't J. Baggett, Inc.	Labor for Trolley Ropes Adjustment on Crane #1	3,400.00
59250	Rotolo Consultants, Inc. dba RCI	Landscape Services	1,305.45
59251	Seal Electrical, Inc.	Electrical Services	818.00
59252	ServiceWear Apparel, Inc.	Employee Uniforms	3,801.21
59253	Shuttlewagon, Inc.	Repair Parts for Shuttlewagon	288.78
59254	Sorg Printing, LLC	Business Cards	38.00
59255	Southern Admin. and Benefits	Monthly Service Fee	209.00
59256	Sterling Solutions LLC	Professional Services	21,723.97
59257	Stribling Equipment, LLC	Repair Brakes on Shuttlewagon	1,174.98
59258	Swetman Security Services, Inc.	Security Guard Services	64,069.68
59259	Southern Tire Mart, LLC	Tires for Unit #'s 9 and 10	530.16
59260	Union Auto Parts	Maintenance Supplies for MSPA Vehicles	396.86
59261	Zoro Tools, Inc.	Grinder Pump and Maintenance/Safety Supplies	3,912.26
CHECK DATED 12/21/22 AND RELEASED PRIOR TO SCHEDULED CHECK RUN			
59196	Guardian	Employee Deductions	1,798.70
CHECKS DATED 01/03/23 AND RELEASED PRIOR TO SCHEDULED CHECK RUN			
59197	AT&T Corp	Website Hosting	89.96
59198	Sparklight	Internet Services	91.92
59199	CenterPoint Energy	Natural Gas Services	30.61
59200	CenterPoint Energy	Natural Gas Services	32.17
59201	City of Gulfport	Water	6,136.90
59202	Whitney Bank Divisional Property	January Lease for Suite 1450	26,076.14
59203	Jon T. Nass	Travel Expenses	415.05
59204	Jon T. Nass	Travel Expenses	179.07
59205	Jon T. Nass	Travel Expenses	667.64
59206	Pass Road Mini Storage, LLC	Storage Unit Rent	180.00
59207	The Port Employees Assoc.	Employee Deductions	162.00
59208	SSA Gulf Inc.	Office Trailer Rent for Cotton Compress	1,700.00
59209	United Way of South MS, Inc.	Employee Deductions	50.00
TRANSFERS			
12/21/22	Federal Tax Deposit	Payroll Tax Deposit	26,066.11
01/03/23	Public Employment Retirement	Retirement Match and Withheld	92,304.17
01/03/23	Federal Tax Deposit	Payroll Tax Deposit	26,483.67
01/04/23	State School Insurance Fund/DFA	01/2023 Employee Health and Life Insurance	17,796.60
Total			<u>\$749,304.74</u>

FINAL CHECKLIST FOR JANUARY 26, 2023

BILLS FOR THE MONTHS OF DECEMBER 2022 AND JANUARY 2023 APPROVED AND PAID
FROM THE GROSS REVENUE FUND OF THE MS STATE PORT AUTHORITY AT GULFPORT

CHK#	VENDOR	DESCRIPTION	CHK AMT
59263	Kentwood Springs	Drinking Water	307.26
59264	AFLAC	Employee Deductions	1,484.14
59265	AirGas Gulf States	Acetylene, Oxygen and Argon Cylinders	217.34
59268	Sparklight	Cable Services	237.56
59269	Cadence Insurance, Inc.	Insurance	40,691.72

59270	Card Services	Uniforms, Software Renewal, Maintenance Supplies	5,388.34
59271	Card Services	Travel Expenses	754.19
59272	City of Gulfport	Water	5,528.51
59273	Sun Coast Business Supply	Office Supplies	265.36
59274	C Spire Business Solutions	Telephone/Internet Services	2,669.47
59275	Dept. of Finance & Admin.	MMRS Quarterly Charges	254.25
59277	Federal Express Corp.	Express Mail Services	8.17
59278	Fuelman	Fuel for MSPA Vehicles	500.57
59279	Grainger, Inc.	Pre-Wired Relay for Marine Research Facility	19.92
59280	Guardian	Boiler Repair	
59281	Gulf Ports Association	Employee Deductions	1,798.70
59282	Gulf Hydraulics & Pneumatics	Membership Dues	500.00
59283	Whitney Bank Divisional Property	Parts and Labor to Reseal Cylinder on Shuttlewagon	293.10
59284	Whitney Bank Trust & Asset Management	February Lease for Suite 1450	26,076.14
59285	Kalmar USA, Inc.	Investment Advisory Service Fees	25,671.91
59286	Keeling Co. - Gulfport	Proxy Switches and Splash Flap Assemblies for Crane Spreaders	3,284.52
59287	KLDiscovery Ontrack, LLC	Herbicide	2,430.63
59288	Robert J. Knesal	Professional Services	36,798.50
59289	Mark P. Loughman	Per Diem	40.00
59290	Mark P. Loughman	Per Diem	120.00
59290	Lowe's Home Center, Inc.	Toilet for Maintenance Restroom	88.79
59292	Mark Dunning Industries, Inc.	Waste Removal Services	33,560.00
59293	McClatchy Company, LLC	Advertising	950.00
59294	MS Pub. Employees Credit Union	Employee Deductions	455.00
59295	MSPA Petty Cash Fund	Replenish Petty Cash	110.65
59296	Jon T. Nass	Business Expense	64.19
59297	Pass Road Mini Storage, LLC	Storage Unit Rent	165.00
59298	Redd Pest Solutions	Pest Control Services	160.00
59299	Rotolo Consultants, Inc. dba RCI	Replace Sabal Palm Trees and Repair Irrigation System	3,518.59
59300	Seal Electrical, Inc.	Electrical Services	840.75
59301	Stericycle, Inc.	Document Shredding Services	311.08
59302	South Mississippi Business Machines	Copier Maintenance	569.00
59303	Southern Printing & Silkscreen	MARSEC Signs for East Gate and Stock	500.00
59304	SSA Gulf Inc.	Office Trailer Rent for Cotton Compress	850.00
59305	SunSouth, LLC	Transmission Fluid for Backhoe	126.99
59306	Swetman Security Services, Inc.	Security Guard Services	33,539.62
59307	Cowles Edgar Symmes	Per Diem	160.00
59308	Trane U.S., Inc.	Repair Boiler at Marine Research Facility	1,615.00
59309	Waring Oil Company, LLC	Hydraulic Oil for Shuttlewagon	376.00
59310	Zoro Tools, Inc.	Wall Heaters, Lift Station Float Switches and Maintenance Supplies	1,077.38
CHECK DATED 01/17/23 AND RELEASED PRIOR TO SCHEDULED CHECK RUN			
59262	Quadient Finance USA, Inc	Postage	1,003.00
TRANSFERS			
01/13/23	MS Department of Revenue	Employee Deductions	12,404.00
01/13/23	Deferred Compensation	Employee Deductions	1,695.00
01/17/23	Federal Tax Deposit	Payroll Tax Deposit	30,644.46
01/18/23	MS Department of Revenue	Sales Tax Payment	16,098.23
Total			<u>\$296,223.03</u>

Commissioner Symmes moved to approve the Port User Licenses, pending receipt of all fees and insurance documents. Commissioner Loughman seconded and the motion was unanimously approved.

The following items were approved:

NEW LICENSES:

Transfer Company: Whitestone Transportation, LLC

RENEWAL LICENSES:

Vendor: Martin Energy Services; Snider Tire, Inc.

Commissioner Knesal left the room.

Commissioner Symmes moved to approve payment of \$306,761.52 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 (\$95,394.20); Benecorp, Inc. (\$180,612.48); Digital Engineering (\$45,869.75); MP Design Group (\$22,714.98); MP Design Group (\$52,425.00); and WSP, Inc. (\$64,613.25). Commissioner Loughman seconded and the motion was unanimously approved.

Commissioner Symmes moved to approve Cash Request #339 to CH2MHill (\$16,741.19); Eley Guild Hardy (\$34,778.50); and Wharton Smith (\$171,963.99) for a total of \$223,483.68. Commissioner Loughman seconded and the motion was unanimously approved.

OLD BUSINESS:

Commissioner Knesal left the room.

Commissioner Loughman moved to approve Change Order No. 1 with Andercorp, LLC under Contract 22-EN-05. Change Order No. 1 is a cumulation of Change Order Requests 1-7 and adds \$17,984.27 to the contract with no change in schedule. Commissioner Symmes seconded and the motion passed unanimously.

Commissioner Knesal returned.

Commissioner Loughman moved to approve Amendment 3 to Task Order 9 and Amendment 8 with Eley Guild Hardy under Contract 16-HUD-031. Both Amendment 3 and Amendment 8 add 120 days with no change in costs or scope of work. Commissioner Knesal seconded and the motion passed unanimously.

Commissioner Symmes moved to approve Modification No. 18 under Sub-Recipient Grant No. R115-06-02. Modification No. 18 adds an extension of 60 days to the Agreement for close-out. Commissioner Loughman seconded and the motion was unanimously approved.

ENGINEERING UPDATE:

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

OPERATIONS REPORT:

Matt Wypyski reported on the maritime activity for 2022:

Vessels	181		Vehicles	10,491
TEU's	197,258		Railcar Count	8,290
Tonnage (short tons)	2,362,380			

The TEU count was up 6% and the tonnage count was up 8% over calendar year 2022

A crane recap was given, reporting an uptime of 98.47% for the calendar year 2022. The industry average was close to 97%, so excellent work by the port Crane Department.

At the south end of East Pier, local Seabee personnel are doing training and building a day range. There has been great collaboration between the Seabees, the Coast Guard, and Port staff.

EXECUTIVE DIRECTOR'S COMMENTS:

We are pleased to have the Strategic Master Plan presentation today. Commissioners will have 30 days to review and will vote at the February meeting.

Shipping rates were discussed and how much they have recently declined.

We are in discussion with the US Corps regarding the Feasibility Study.

We recently were in Atlanta, attending a Poultry Conference. A number of good contacts were made. We will attend a large shipping conference in Brazil near the end of February, so business development continues.

GENERAL COUNSEL'S COMMENTS:

Ben Stone had no comments.

MDA'S COMMENTS:

Philip Carter, MDA, had no comments.

COMMISSIONERS' COMMENTS:

Commissioners had no comments.

A presentation was made by WSP, Inc. regarding the Strategic Master Plan.

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 pending and potential litigation and real estate matters. Commissioner Loughman seconded and the motion was unanimously approved.

(THE BOARD OF COMMISSIONERS ENTERED INTO EXECUTIVE SESSION AT APPROXIMATELY 10:55 A.M.)

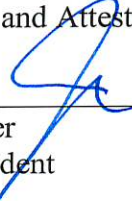
Commissioner Knesal moved to come out of Executive Session. Commissioner Loughman seconded and the motion was unanimously approved.

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

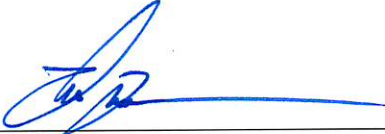
Commissioner Rester moved to adjourn.

The meeting adjourned at approximately 12:20 p.m.

Approved and Attested



John Rester
Vice-President



Mark Loughman
Secretary