

MISSISSIPPI PORT AUTHORITY

BOARD OF COMMISSIONERS

REGULAR MEETING

February 23, 2023

Minutes of the Mississippi State Port Authority Board of Commissioners Meeting,
Thursday, February 23, 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
DeeDee Wood, CFO
Shawn Meyer, Director of Operations
Gary Pitcovich, Crane Manager
Teresa Ehrlich, Project Manager
Allison Chimenya, Marketing Analyst
Errol LaRue, In-House Counsel
Tammy Salisbury, Asst. Comptroller
Cindy Ford, Contract/Admin Asst.
DeeDee Wood, CFO

Ben Stone, Legal Counsel

Others: Philip Carter, MDA (via telephone)
Nick Moody, MP Design Group
Mike Letort, MP Design Group
Joey Beattie, Cadence Insurance
Max Nassar, WSP, Inc.

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 January 26, 2023 Board Meeting. Commissioner Loughman seconded, and the motion was unanimously approved.

Commissioner Symmes moved to approve travel (Jan 30-31) – Nass to New Orleans, LA; (Feb 6-7) – Nass, LaRue to Jackson, MS; (March 11-14) - Nass to Boston, MA; (March 26-30) – Nass, LaRue to Washington, DC; (April 3-6) - Nass to Houston, TX.
Commissioner Loughman seconded and the motion was unanimously approved.

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

FINAL CHECKLIST FOR FEBRUARY 23, 2023
BILLS FOR THE MONTHS OF JANUARY AND FEBRUARY 2023 APPROVED AND PAID
FROM THE GROSS REVENUE FUND OF THE MS STATE PORT AUTHORITY AT GULFPORT

CHK#	VENDOR	DESCRIPTION	CHK AMT
59328	American Assoc. of Port Auth.	Registration Fees	1,796.00
59329	AFLAC	Employee Deductions	1,484.14
59330	AGJ Systems & Networks, Inc.	Computer Maintenance	4,693.50
59331	AirGas Gulf States	Acetylene, Oxygen and Argon Cylinders	378.63
59332	All Safe Technologies, LLC	Fire Alarm Monitoring	319.60
59334	Ben Nelson Golf & Utility Vehicles	Tires and Batteries for Golf Carts	1,372.32
59336	Blossman Gas, Inc.	Propane Gas and Recertification of Tank	101.33
59337	Boot Outlet, LLC	Employee Safety Shoes	159.95
59338	Sparklight	Cable Services	237.56
59339	Card Services	Office and Maintenance Supplies	307.11
59340	Card Services	Travel Expenses	2,978.00
59341	Cintas Corporation	Employee Uniforms	251.94
59342	Sun Coast Business Supply	Office Supplies and Equipment	431.27
59344	Cornett Bolt & Screw	Locknuts for Cranes' Head Blocks	78.00
59345	Covington Civil & Environmental, LLC	Fertilizer Site Groundwater Sampling and Analyses	1,756.25
59346	Hannah Craig	Marketing Services	420.00
59347	C Spire Wireless	Cell Phone Services	926.72
59348	C Spire Business Solutions	Telephone/Internet Services	2,669.68
59350	Emerald TC, LLC	Biznet Software Maintenance Renewal	1,675.00
59351	ESL Power Systems, Inc.	Reefer Plug Assemblies for Chiquita and Crowley	1,208,850.00
59352	Federal Express Corp.	Express Mail Services	39.86
59353	Foliage Design Systems, Inc.	Interior Plant Maintenance	279.09
59354	Fuelman	Fuel for MSPA Vehicles	611.08
59355	Grainger, Inc.	Safety and Maintenance Supplies	765.20
59356	Guardian	Employee Deductions	1,887.74
59357	Gulf Hydraulics & Pneumatics	Labor and Parts for Shuttlewagon Repair	293.10
59358	Whitney Bank Divisional Property	March Lease for Suite 1450	26,858.43
59359	MS State Treasurer Fund 3360900000	Telephone/Internet Services	336.80
59360	Kalmar USA, Inc.	Cable Connectors for Cranes	3,789.67
59361	KLDiscovery Ontrack, LLC	Professional Services	3,779.00
59362	Robert J. Knesal	Per Diem and Travel Expenses	330.91
59363	Mark P. Loughman	Per Diem	40.00
59364	Lowe's Home Center, Inc.	Hand Tools and Maintenance Supplies	797.04
59366	Maritime Defense Strategy, LLC	Consulting Services	3,650.00
59367	McClatchy Company, LLC	Advertising	950.00
59368	Memorial Hospital at Gulfport	New Employee Testing	40.00
59369	Mississippi Ports Council, Inc.	Membership Dues	4,500.00
59370	MS Power Company	Electricity	149,227.57
59371	MSPA Petty Cash Fund	Replenish Petty Cash	27.00
59372	National Waterways Conf., Inc.	Membership Dues	1,525.00
59373	Pass Road Mini Storage, LLC	Storage Unit Rent	345.00
59374	Legal Shield	Employee Deductions	61.81
59375	Quadient Leasing USA Inc	Postage Machine Rent	195.57
59376	Redd Pest Solutions	Pest Control Services	160.00
59377	John Rester	Travel Expenses	210.91

59378	Rotolo Consultants, Inc. dba RCI	Landscape Services	2,101.38
59379	Sage Software, Inc.	Sage 500 Software Renewal	7,261.33
59380	Stericycle, Inc.	Document Shredding Services	151.49
59381	Shuttlewagon, Inc.	Repair Parts for Shuttlewagon	2,927.91
59382	Sorg Printing, LLC	Business Cards	76.00
59383	Norma Jean Soroe	Transcription Services	559.48
59384	Munro Products, Inc.	Maintenance Supplies	226.05
59385	Southern Exteriors Fence Co.	Fencing Repairs	19,520.00
59387	Southern Admin. and Benefits	Monthly Service Fee	204.20
59388	SSA Gulf Inc.	Office Trailer Rent for Cotton Compress	850.00
59389	Swetman Security Services, Inc.	Security Guard Services	66,359.94
59390	Cowles Edgar Symmes	Per Diem and Travel Expenses	370.91
59391	Zoro Tools, Inc.	Safety and Maintenance Supplies	667.10
59392	MS Pub. Employees Credit Union	Employee Deductions	455.00

CHECKS DATED 01/31/23 AND RELEASED PRIOR TO SCHEDULED CHECK RUN

59311	AT&T Corp	Web Site Hosting	89.96
59312	Sparklight	Internet Services	93.18
59313	CenterPoint Energy	Natural Gas Services	29.57
59314	CenterPoint Energy	Natural Gas Services	30.61
59315	Hannah Craig	Marketing Services	126.00
59316	Sterling Services	Professional Services	21,723.97

CHECKS DATED 02/14/23 AND RELEASED PRIOR TO SCHEDULED CHECK RUN

59317	Cadence Insurance, Inc.	Insurance	14,995.70
59318	City of Gulfport	Water	11,374.50
59319	Great Southern Club	Monthly Dues and Business Expenses	297.80
59320	Errol LaRue	Travel Expenses	155.04
59321	Mark Dunning Industries, Inc.	Waste Removal Services	3,085.00
59322	Shawn Meyer	Travel Expenses	1,934.08
29323	MS Pub. Employees Credit Union	Employee Deductions	455.00
59324	Jon T. Nass	Travel Expenses	1,323.95
59325	The Port Employees Assoc.	Employee Deductions	104.00
59326	Portable Services, Inc.	Portable Restroom Services	255.00
59327	Norma Jean Soroe	Transcription Services	748.96

TRANSFERS

01/27/23	Deferred Compensation	Employee Deductions	1,395.00
01/31/23	Federal Tax Deposit	Payroll Tax Deposit	27,848.07
02/03/23	State School Insurance Fund/DFA	02/2023 Employee Health and Life Insurance	17,323.60
02/03/23	Public Employment Retirement	Retirement Match and Withheld	62,751.93
02/09/23	Deferred Compensation	Employee Deductions	1,410.00
02/14/23	MS Department of Revenue	Employee Deductions	7,848.00
02/14/23	Federal Tax Deposit	Payroll Tax Deposit	28,406.07
02/14/23	MS Department of Revenue	Sales Tax Payment	16,787.50
02/15/23	USDOT - Volpe Center	Professional Services	48,000.00

AGENDA

WIRE	Balch & Bingham	\$12,809.85
WIRE	Balch & Bingham	29,321.96
WIRE	Balch & Bingham	28,206.55
WIRE	CH2M Hill	15,899.16
WIRE	Eley Guild Hardy	29,174.50
WIRE	Wharton Smith	468,328.53

WIRE	WSP	71,816.25
59333	Andercorp, LLC	221,222.09
59335	Benecorp, Inc.	183,895.23
59343	Continental Rails, Inc.	93,907.50
59349	Digital Engineering & Imaging	26,094.50
59365	Machado Patano, PLLC	43,668.58
59386	Southern Earth Sciences, Inc.	548.50

Total \$1,224,893.20

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:

RENEWAL LICENSES:

Vendor (TWIC Escorts): Mike Gartman Transfer Services; US Maritime Services, LLC

Steamship Agency: Nord-Sud Shipping, Inc.; Gulf Harbor Shipping, LLC; DSV Air & Sea, Inc. dba DSV Marine Services

Transfer Company: Mike Gartman Transfer Service

Commissioner Knesal left the room.

Commissioner Symmes moved to approve payment of \$221,222.09 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 (\$70,338.36); Benecorp, Inc. (\$183,895.23); Continental Rails (\$93,907.50); Digital Engineering (\$26,094.50); MP Design Group (\$4,621.70); MP Design Group (\$39,046.88); Southern Earth Sciences (\$548.50) and WSP, Inc. (\$71,816.25). Commissioner Loughman seconded and the motion was unanimously approved.

Commissioner Symmes moved to approve Cash Request #340 to CH2MHill (\$15,899.16); Eley Guild Hardy (\$29,174.50); and Wharton Smith (\$468,328.53) for a total of \$513,402.19. Commissioner Loughman seconded and the motion was unanimously approved.

OLD BUSINESS:

Commissioner Symmes moved to approve Modification No. 1 to Work Order No. 9 to Contract No. 17-EN-04 with Digital Engineering. Modification No. 1 adds \$86,148.00 to the work order with no change to schedule. Commissioner Loughman seconded and the motion was unanimously approved.

Commissioner Symmes moved to approve Change Order No. 2 with Continental Rails under Contract 23-EN-02. Change Order No. 2 increases costs by \$89,899.99 and adds 71 calendar days. Commissioner Loughman seconded and the motion passed unanimously.

Commissioner Symmes moved to approve Amendment 1 to Contract No. 20-FD-03 with Alexander, Van Loon, Sloan, Levens, Favre (AVL), PLLC. Amendment 1 exercises the option to extend the contract two additional years, to include FY23 and FY24 audits and increases the not to exceed amount by \$84,000.00 for those two audits. Commissioner Loughman seconded and the motion was unanimously approved.

NEW BUSINESS:

Commissioner Symmes moved to authorize MSPA top enter into a Federal Cost Share Agreement with the USACE for a Feasibility Study. The Federal Government will require \$200,000.00 in matching funds from the MSPA. Commissioner Loughman seconded and the motion was unanimously approved.

Commissioner Loughman moved to approve Contract No. 23-EN-05 with NorthSouth GIS, LLC for a 5-year GIS Strategic Plan. This contract has a not to exceed amount of \$40,502.00. Commissioner Knesal seconded and the motion was unanimously approved.

ENGINEERING UPDATE:

Matt Wypyski and Teresa Ehrlich updated Commissioners on current engineering projects.

OPERATIONS REPORT:

Matt Wypyski reported on the maritime activity for January:

Vessels	17		Vehicles	13,542
TEU's	14,650		Railcar Count	371
Tonnage (short tons)	197,344			

The TEU count reflects a 16% increase over January and the tonnage count reflects a 2% decrease over January.

EXECUTIVE DIRECTOR'S COMMENTS:

A visit was made near the end of January to the House and Senate regarding the FY24 LBO budget request.

Director Nass and Shawn Meyer were recently in Washington, DC with the Harrison County Development Commission. They visited with three embassy personnel – Colombia, Guatemala and Honduras. Good meetings were had as we all work to drive cargo here. Federal Senators were also in attendance at dinner.

Errol LaRue and Director Nass will go back to Washington, DC in March and have meetings with our Congressional Delegation.

Next week, we go back to Brazil for the 2023 Intermodal Conference.

We will attend the Seafood Expo in Boston in March with Sterling Solutions as part of our cold storage efforts.

We are looking forward to our March 8th Workshop and will tour the Ocean Enterprise Facility. Also participating will be Volpe, IAMPE, USM and Ocean Aero.

We are planning a lunch and learn session in the middle of May with Sterling Solutions that will bring 25-50 people for cold storage talks.

Our local Seabees spent close to three weeks training on the East Pier and all involved felt it was highly successful. The exercise had them physically staying on site for 24/7

with a full security checkpoint. We were fortunate to have them clear debris and build a road on the southern end of the East Pier.

GENERAL COUNSEL'S COMMENTS:

Ben Stone had no comments.

MDA'S COMMENTS:

Philip Carter, MDA, had no comments.

COMMISSIONERS' COMMENTS:

Commissioner Rester reported on the sad news of the recent death of Tim McNamara of Odgers Berndtson. Tim has been a friend to the port for many years, helping us during our searches for Executive Directors.

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 10:45 A.M.)

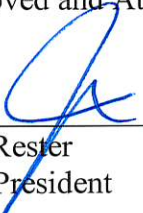
Commissioner Knesal moved to come out of Executive Session. Commissioner Loughman seconded and the motion was unanimously approved.

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

Commissioner Rester moved to adjourn.

The meeting adjourned at approximately 11:40 a.m.

Approved and Attested



John Rester
Vice-President



Mark Loughman
Secretary