

MISSISSIPPI PORT AUTHORITY
BOARD OF COMMISSIONERS
REGULAR MEETING

May 25, 2023

Minutes of the Mississippi State Port Authority Board of Commissioners Meeting,
Thursday, May 27, 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 Robert J. Knesal, Treasurer Kathryn Dennis Spear, Commissioner
Staff:	Jon Nass, CEO Kim Purchner, Exec. Asst (via telephone) DeeDee Wood, CFO Shawn Meyer, Deputy Director/COO Gary Pitcovich, Deputy Operations Director James Buras, Port Engineer Teresa Ehrlich, Project Manager Allison Chimenya, Marketing Analyst Errol LaRue, Counsel Tammy Salisbury, Asst. Comptroller Matt Gabbett, Director of Operations Ben Stone, Legal Counsel
Others:	Nick Moody, MP Designs Joey Beattie, SSH/Cadence Insurance

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.

Commissioner Spear left the room.

Commissioner Knesal moved to amend the agenda as follows:

- 1) Strike and remove line item \$1,468,822.70 (payment to Wharton Smith) from RFC #343
- 2) Strike and remove RFC #344
- 3) Strike and remove Item 8A under New Business – Change Order No. 13 with Wharton Smith under Contract No. 20-HUD-49

Commissioner Symmes seconded and the motion was unanimously approved.

Commissioner Spear returned to the meeting.

PUBLIC COMMENTS:

There were no public comments.

Commissioner Symmes moved to approve the Minutes from the April 27, 2023 meeting and the amended minutes from the March 23, 2023 Board Meeting. Commissioner Knesal seconded, and the motion was unanimously approved.

Commissioner Knesal moved to approve travel (May 9-10) – Pitcovich to Beaumont, TX; (June 5-8) LaRue to San Pedro, CA; (July 16-20) Nass, Buras to Boston, MA. Commissioner Symmes seconded and the motion was unanimously approved.

There were no licenses for approvals this month.

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

DISBURSEMENTS THROUGH MAY 10, 2023			
BILLS FOR THE MONTHS OF APRIL AND MAY 2023 APPROVED AND PAID			
FROM THE GROSS REVENUE FUND OF THE MS STATE PORT AUTHORITY AT GULFPORT			
CHK#	VENDOR	DESCRIPTION	CHK AMT
59587	ABB, Inc.	Installation of New Crane Servers	11,967.29
59588	AGJ Systems & Networks, Inc.	Computer Maintenance and Equipment for Cranes	90,479.85
59589	Alexander, Van Loon, Sloan	Registration Fees	160.00
59590	All Signs, Inc.	Vehicle/Equipment Decals	124.75
59591	All Safe Technologies, LLC	Fire Alarm Monitoring	319.60
59592	Apple, Inc.	iPad Case	89.95
59593	B.E.A.R.	Grinder Pumps for Shed 50 Lift Station	12,231.43
59594	Ben Nelson Golf & Utility Vehicles	Repair Parts for Golf Carts	2,098.18
59595	Cadence Insurance, Inc.	Public Officials Bond for Kathryn Spear	100.00
59596	CenterPoint Energy	Natural Gas Services	30.61
59597	CenterPoint Energy	Natural Gas Services	30.61
59598	Certex USA, Inc.	Hoist Ropes for Crane #3	26,059.20
59599	City of Gulfport	Water	7,327.56
59600	Sun Coast Business Supply	Office Supplies	335.68
59601	Comfortech Service Experts	Troubleshoot A/C Unit at Crowley Building	500.00
59602	Emerald TC, LLC	Software Upgrade Consultation	200.00
59603	Federal Express Corp.	Express Mail Services	8.17
59604	Foliage Design Systems, Inc.	Interior Plant Maintenance	279.69
59605	Gleem Paint Center	Line Striping Machine, Paint and Maintenance Supplies	3,356.28
59606	Great Southern Club	Membership Dues and Business Expenses	251.18
59607	Gulf Coast Business Council	Sponsorship	1,000.00
59608	KLDiscovery Ontrack, LLC	Professional Services	1,802.50
59609	Lawrence Printing Co., Inc.	Minute Record Books	1,662.50
59610	LeaseQuery, LLC	Software Subscription	3,500.00
59611	Lowe's Home Center, Inc.	Maintenance and Repair Supplies	628.22
59612	Maritime Defense Strategy, LLC	Consulting Services	3,650.00
59613	Mark Dunning Industries, Inc.	Waste Removal Services	1,295.00
59614	IDEMIA	New Employee TWIC Card	125.25
59615	MS Pub. Employees Credit Union	Employee Deductions	445.00
59616	Portable Services, Inc.	Portable Restroom Services	223.12
59617	Legal Shield	Employee Deductions	61.81

59618	Quadient Leasing USA Inc.	Postage Machine Rent	195.57
59619	Randolph C. Helland	Green Marine External Verification	1,523.93
59620	Redd Pest Solutions	Pest Control Services	90.00
59621	RJ Young Company, Inc.	Printer Maintenance	484.72
59622	Rob't J. Baggett, Inc.	Labor to Replace Hoist Ropes for Crane #3	14,806.00
59623	Rotolo Consultants, Inc. dba RCI	Pine Straw for Landscaping	2,903.02
59624	SBL Strategies, LLC	Professional Consulting Services	10,000.00
59625	Southern Printing & Silkscreen	Names and Logos for Employee Uniforms	75.00
59626	Southeastern Overhead Door Inc.	Valve Solenoids, Power Boards and Seal Kits for Dock Levelers	9,665.00
59627	Stuart C. Irby Co.	Limit Switches for Cranes	2,042.35
59628	Southern Tire Mart, LLC	Tires for Unit #9 and Backhoe	413.08
59629	Wright National Flood Ins.	Insurance	2,239.00
59630	Matthew S. Wypyski	Consulting Services	11,595.84
59631	Zoro Tools, Inc.	Maintenance Supplies	412.56

TRANSFERS

04/26/23	Federal Tax Deposit	Payroll Tax Deposit	25,607.91
04/27/23	USACE	Feasibility Study - Year 1	17,150.20
05/04/23	Public Employment Retirement	Retirement Match and Withheld	64,927.29
05/04/23	Deferred Compensation	Employee Deductions	1,020.00
05/03/23	State School Insurance Fund/DFA	05/2023 Employee Health and Life Insurance	15,000.40
05/10/23	Federal Tax Deposit	Payroll Tax Deposit	31,224.32
Total			<u>\$381,719.62</u>

FINAL CHECKLIST FOR MAY 25, 2023

BILLS FOR THE MONTHS OF APRIL AND MAY 2023 APPROVED AND PAID

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

CHK#	VENDOR	DESCRIPTION	CHK AMT
59635	American Assoc. of Port Auth.	Membership Dues	13,850.00
59636	ABB, Inc.	I/O Backplane Parts for Cranes	372.00
59637	Kentwood Springs	Drinking Water	706.95
59638	AFLAC	Employee Deductions	1,196.83
59639	AGJ Systems & Networks, Inc.	Computer Maintenance and Equipment	1,222.46
59640	AirGas Gulf States	Acetylene, Oxygen and Argon Cylinders	209.01
59642	B.E.A.R.	Lift Station Grinder Pump	2,986.00
59643	Best Buy Stores, L.P.	Promotional Items	433.93
59644	Sparklight	Cable Services	237.56
59645	Card Services	Advertising, Office Supplies and Promotional Items	5,910.95
59646	Card Services	Travel Expenses and Conference Registration Fees	6,725.02
59647	City of Gulfport	Water	4,011.70
59648	Sun Coast Business Supply	Name Plates	81.62
59649	Consolidated Electrical Distributors, Inc.	Supplies for Vehicle Lift Installation	243.95
59651	Hannah Craig	Marketing Services	1,136.00
59652	C Spire Business Solutions	Telephone/Internet Services	2,667.66
59653	Dept. of Finance & Admin.	MMRS Quarterly Charges	254.25
59655	Federal Express Corp.	Express Mail Services	8.17
59656	Foliage Design Systems, Inc.	Interior Plant Maintenance	279.69
59657	Fuelman	Fuel for MSPA Vehicles	617.89
59658	Katie Gill	Accounting Services	585.00
59659	Gleem Paint Center	Paint	279.90
59660	Guardian	Employee Deductions	1,478.76
59662	Whitney Bank Divisional Property	June Lease for Suite 1450	26,858.42
59663	Newell Paper Co.	Janitorial Supplies	660.64
59664	Johnson Controls Fire Protection LP	Fire Alarm Repairs for Shed 2	4,683.29
59665	Keeling Co. - Gulfport	Herbicide for Grounds Maintenance	2,136.32

59666	Errol LaRue	Subscription Renewal	239.40
59667	Mark P. Loughman	Per Diem	40.00
59669	MS Power Company	Electricity	159,695.43
59670	MS Pub. Employees Credit Union	Employee Deductions	445.00
59671	Pass Road Mini Storage, LLC	Storage Unit Rent	165.00
59672	Gary Pitcovich	Travel Expenses	29.81
59673	The Port Employees Assoc.	Employee Deductions	96.00
59674	Redd Pest Solutions	Pest Control Services	70.00
59675	Rotolo Consultants, Inc. dba RCI	Landscape Services	6,684.77
59676	Sorg Printing, LLC	Business Cards	278.00
59677	South Mississippi Business Machines	Copier Maintenance	569.00
59678	Kathryn Dennis Spear	Per Diem	80.00
59679	SSA Gulf Inc.	Office Trailer Rent for Cotton Compress	850.00
59680	Sterling Solutions LLC	Professional Services	17,428.04
59681	Swetman Security Services, Inc.	Security Guard Services	48,883.95
59682	Cowles Edgar Symmes	Per Diem	80.00
59683	United Way of South MS, Inc.	Employee Deductions	171.42
59684	Vacuum Truck Sales & Service, LLC	Parts for Street Sweeper	3,233.14
59685	Matthew S. Wypyski	Consulting Services	10,629.52
59686	Zoro Tools, Inc.	Safety Supplies and Sports Drinks	1,537.15
CHECKS DATED 05/16/23 AND RELEASED PRIOR TO SCHEDULED CHECK RUN			
59632	Sparklight	Internet Services	93.18
59633	Sparklight	Internet Services	93.18
59634	C Spire Wireless	Cell Phone Services	941.56
TRANSFERS			
05/11/23	MS Department of Revenue	Sales Tax Payment	17,823.81
05/12/23	MS Department of Revenue	Employee Deductions	8,333.00
05/18/23	Deferred Compensation	Employee Deductions	1,020.00
05/24/23	Federal Tax Deposit	Payroll Tax Deposit	25,642.71
Total			<u><u>\$384,987.04</u></u>

Commissioner Knesal left the room.

Commissioner Symmes moved to approve a progress payment to Andercorp in the amount of \$210,005.30. Commissioner Spear seconded and the motion was unanimously approved.

Commissioner Knesal returned to the meeting.

Commissioner Knesal moved to approve the following progress payments: Balch & Bingham (\$22,383.75); Continental Rail (\$194,090.22); Digital Engineering (\$16,971.00); Gulf Regional Planning Commission (\$10,674.41); MP Design Group (\$12,212.50) and WSP, Inc. (\$3,278.46). Commissioner Symmes seconded and the motion was unanimously approved.

Commissioner Symmes moved to approve Cash Request #343 to Eley Guild Hardy For \$8,294.03. Commissioner Knesal seconded and the motion was unanimously approved.

OLD BUSINESS:

There were no agenda items under Old Business.

NEW BUSINESS:

There were no agenda items under New Business.

ENGINEERING UPDATE:

James Buras reported on current engineering projects.

OPERATIONS REPORT:

Shawn Meyer reported on the maritime activity for April:

Vessels	14		Vehicles	10,952
Tugs	9		Railcars	610
Tonnage (YTD)	15,660		Barges	10
TEU's (short tons)	1,737,904			

Tonnage is down 12% and this is a worldwide trend, while TEUs are down 1%.

We had a military vessel in port last week with 622 pieces of equipment and generated 2,700 man-hours. That makes 3 military vessels year-to-date, with a total of 8,000 man-hours. This is a huge plus for our longshoremen.

James Buras and Shawn Meyer traveled to Jackson yesterday to attend the MDOT Multi-Modal award meeting where MSPA was awarded \$750,000 for a warehouse fire protection system project.

EXECUTIVE DIRECTOR'S COMMENTS:

Director Nass gave a report on the status of dredging and permits. We are scheduled for maintenance dredging in June.

The recent Lunch & Learn program that MSPA & Sterling Solutions hosted was a huge success. Attendees from all over the country were in attendance and included many competitors.

A warm welcome was given to new MSPA Associates, Hannah Craig, P/R & Marketing Specialist and to Katie Gill, a soon-to-be graduate of MS State University in Accounting.

The Volpe SOAR Assessment will soon be delivered to Commissioners.

We have potential dates for two ribbon-cuttings – October 12th for the Ocean Aero event and October 13th for the Wicker Building. We are trying to have Senators Wicker and Hyde-Smith in attendance, as well as other Legislators.

GENERAL COUNSEL'S COMMENTS:

Ben Stone had no comments.

MDA'S COMMENTS:

Philip Carter had no comments.

COMMISSIONERS' COMMENTS:

There were no Commissioner comments.

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

Commissioner Symmes moved to enter Executive Session to discuss pending litigation, a real estate matter, and a personnel matter. Commissioner Knesal 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 Symmes seconded and the motion was unanimously approved.

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

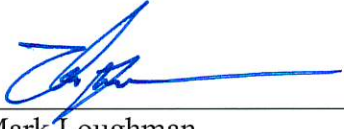
Commissioner Rester moved to adjourn.

The meeting adjourned at approximately 10:59 a.m.

Approved and Attested



John Rester
Vice-President



Mark Loughman
Secretary