

MISSISSIPPI PORT AUTHORITY

BOARD OF COMMISSIONERS

REGULAR MEETING

October 26, 2023

Minutes of the Mississippi State Port Authority Board of Commissioners Meeting, Thursday, October 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
Kathryn Dennis Spear, Commissioner

Staff: Jon Nass, CEO
Jennifer Smith, Chief of Staff
DeeDee Wood, CFO
Shawn Meyer, COO
Teresa Ehrlich, Project Manager
Hannah Milliet, Public Relations & Marketing Specialist
Allison Chimenya
Errol LaRue, Counsel
Tammy Salisbury, Asst. Comptroller
Matt Gabbett, Director of Operations
Cindy Ford, Contract/Admin Asst.

Ben Stone, Legal Counsel

Others: Philip Carter, MDA (via telephone)
Nick Moody, MP Designs
Mike Letort, MP Designs
Joey Beattie, Cadence Insurance
Chelsea Paige, Hilton Garden Inn, Gpt
Al Curtis, HDR
Kelbly Cuevas, DOLE

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 Loughman moved to approve the Minutes from the September 28, 2023 Board Meeting. Commissioner Symmes seconded, and the motion was unanimously approved.

Commissioner Symmes moved to approve travel (December 1-7) – Nass to Colombia; (January 16-20) Nass to Mexico. Commissioner Loughman seconded and the motion was unanimously approved.

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

DISBURSEMENTS THROUGH OCTOBER 11, 2023			
BILLS FOR THE MONTHS OF SEPTEMBER AND OCTOBER 2023 APPROVED AND PAID			
FROM THE GROSS REVENUE FUND OF THE MS STATE PORT AUTHORITY AT GULFPORT			
CHK #	VENDOR	DESCRIPTION	CHK AMT
60143	A-1 Elevator Service, LLC	Quarterly Elevator Maintenance	4,248.00
60144	Adventure ATV, LLC	(2) 2023 GEM Electric Vehicles	62,802.00
60145	AGJ Systems & Networks, Inc.	Computer Maintenance and Server Warranty	5,362.78
60146	AirGas Gulf States	Acetylene, Oxygen and Argon Cylinders	195.19
60147	All American Towing, Inc.	Towing Service for Street Sweeper	450.00
60148	Birmingham Rail & Locomo. Inc.	Screw Spikes for Railroad Switch	455.00
60149	Sparklight	Internet Services	93.18
60150	Cadence Insurance, Inc.	Public Officials Bond for Kathryn Spear	100.00
60151	CenterPoint Energy	Natural Gas Services	32.82
60152	City of Gulfport	Water	7,295.58
60153	Consolidated Electrical Distributors, Inc.	Maintenance Supplies	348.91
60154	East Beach Specialties, Inc.	Promotional Supplies	1,055.32
60155	Emerald TC, LLC	Software Support	100.00
60156	Foliage Design Systems, Inc.	Interior Plant Maintenance	279.69
60157	Fuelman	Fuel for MSPA Vehicles	350.27
60158	Matthew Gabbett	Travel Expenses	1,039.08
60159	Great Southern Club	Monthly Dues	104.00
60160	Jackson Supply Company	Repair Parts for Marine Research Facility HVAC	498.79
60161	KLDiscovery Ontrack, LLC	Professional Services	1,477.00
60162	Lowe's Home Center, Inc.	Maintenance Supplies and Parts	846.17
60163	Magnolia Printing Co.	Signs for OCEANS Conference	142.40
60164	Mark Dunning Industries, Inc.	Waste Removal Services	1,287.50
60165	McClatchy Company, LLC	Advertising	2,200.00
60166	Shawn Meyer	Travel Expenses	679.07
60167	MS Power Company	Electricity	167,507.79
60168	MS Pub. Employees Credit Union	Employee Deductions	445.00
60169	Jon T. Nass	Business and Travel Expenses	2,434.53
60170	Gary Pitcovich	Business Expense	493.33
60171	Portable Services, Inc.	Portable Restroom Services	425.00
60172	Legal Shield	Employee Deductions	61.81
60173	Redd Pest Solutions	Pest Control Services	163.50
60174	John Rester	TWIC Card	125.25
60175	Rotolo Consultants, Inc. dba RCI	Landscape Services	3,081.74
60176	SBL Strategies, LLC	Professional Consulting Services	10,000.00
60177	South Mississippi Business Machines	Copier Maintenance	569.00
60178	Jennifer Smith	Business Expense	138.12
60179	Norma Jean Soroe	Transcription Services	319.48
60180	Southern Admin. and Benefits	Monthly Service Fee	209.00
60181	SSA Gulf Inc.	Office Trailer Rent for Cotton Compress	850.00
60182	Sterling Solutions LLC	Professional Services	15,791.94
60183	Swetman Security Services, Inc.	Security Guard Services	66,335.30
60184	Texas Association of School Boards	BoardBook Subscription	4,000.00
60185	Titan Manufacturing & Distributing, Inc.	Demolition Grapple Bucket for John Deere Track Loader	4,616.97
60186	Greenheck Fan Corporation	Repair Parts for Crowley Building A/C	5,922.45
60187	Matthew S. Wypyski	Consultation Services	8,696.74

60188	Zoro Tools, Inc.	Maintenance Supplies	61.60
TRANSFERS			
10/04/23	State School Insurance Fund/DFA	10/2023 Employee Health and Life insurance	14,531.20
10/04/23	Public Employment Retirement	Retirement Match and Withheld	59,692.05
10/06/23	MS Dept of Revenue	Sales Tax Payment	11,105.39
10/06/23	Deferred Compensation	Employee Deductions	1,320.00
10/11/23	Federal Tax Deposit	Payroll Tax Deposit	26,300.28
Total			<u>\$496,640.22</u>

FINAL CHECKLIST FOR OCTOBER 26, 2023

BILLS FOR THE MONTHS OF SEPTEMBER AND OCTOBER 2023 APPROVED AND PAID
FROM THE GROSS REVENUE FUND OF THE MS STATE PORT AUTHORITY AT GULFPORT

CHK#	VENDOR	DESCRIPTION	CHK AMT
60189	ABC Rental, Inc.	Rental of Tables and Chairs for Event Ceremony	470.00
60190	Kentwood Springs	Drinking Water	433.18
60191	AFLAC	Employee Deductions	1,196.83
60192	All Safe Technologies, LLC	Fire Alarm Monitoring	319.60
60194	Sparklight	Cable Services	237.56
60195	Can't Be Beat Fence Co., LLC	Removal and Installation of Fence at Cotton Compress	31,046.00
60196	Card Services	Office and Promotional Supplies, Access to Engineering Forms	8,797.10
60197	City of Gulfport	Water	3,958.18
60198	Sun Coast Business Supply	Office Supplies	195.61
60199	Consolidated Electrical Distributors, Inc.	Signs, Bulbs and Electrical Supplies	14,766.41
60201	C Spire Wireless	Cell Phone Services	1,000.40
60202	C Spire Business Solutions	Telephone/Internet Services	2,671.10
60203	DFA - Office of Insurance	FY24 Unemployment Insurance Premium	3,059.00
60205	East Beach Specialties, Inc.	Promotional Supplies	626.73
60206	Foliage Design Systems, Inc.	Interior Plant Maintenance	279.69
60207	Gleem Paint Center	Traffic Paint	1,390.00
60208	Guardian	Employee Deductions	1,322.97
60210	Whitney Bank Divisional Property	November Lease for Suite 1450	26,858.42
60211	Whitney Bank Trust & Asset Management	Investment Advisory Service Fees	26,576.45
60212	MS State Treasurer Fund 3360900000	Telephone/Internet Services	336.38
60213	Newell Paper Co.	Janitorial Supplies	553.97
60214	Robert J. Knesal	Per Diem	80.00
60215	Lowe's Home Center, Inc.	Maintenance Supplies	47.30
60217	Magnolia Printing Co.	Signs for State of the Port Breakfast	106.90
60218	Mark Dunning Industries, Inc.	Waste Removal Services	1,225.00
60219	IDEMIA	TWIC Card	125.25
60220	MS Pub. Employees Credit Union	Employee Deductions	445.00
60221	Jon T. Nass	Travel Expenses and Registration Fee	501.48
60222	Pass Road Mini Storage, LLC	Storage Unit Rent	175.00
60223	The Port Employees Assoc.	Employee Deductions	100.00
60224	Seal Electrical, Inc.	Electrical Repair Services	3,143.31
60225	Norma Jean Soroe	Transcription Services	314.48
60227	Southern Admin. and Benefits	Monthly Service Fee	209.00
60228	Kathryn Dennis Spear	Per Diem	80.00
60229	Star Service Inc. of Mobile	HVAC/R Maintenance and Repair Services	210.00
60230	Cowles Edgar Symmes	Per Diem	120.00
60231	System Scale Corporation	Troubleshoot Scale Computer	1,253.20
60232	United Way of South MS, Inc.	Employee Deductions	171.42
60233	Union Auto Parts	Maintenance Supplies	378.77

60234	Vacuum Truck Sales & Service, LLC	Street Sweeper Parts	7,484.46
60236	William Carey University	Registration Fee	40.00
60237	Zoro Tools, Inc.	Maintenance Supplies	556.33
TRANSFERS			
10/11/23	USACE	Feasibility Study	900,000.00
10/13/23	MS Department of Revenue	Employee Deductions	7,692.00
10/20/23	Deferred Compensation	Employee Deductions	1,320.00
10/25/23	Federal Tax Deposit	Payroll Tax Deposit	26,216.98
			<hr/> \$1,078,091.46 <hr/>

Commissioner Symmes moved to approve the following progress payments: Andercorp, LLC (\$1,628,027.98); Balch & Bingham (\$29,083.72); Covington Civil & Environmental (\$1,938.14); Digital Engineering (\$5,215.50); Gulf Regional Planning Commission (\$9,217.03); MP Design Group (\$112,118.54); Southern Earth Sciences (\$2,839.50); and Warren Paving (\$506,590.88). Commissioner Loughman seconded and the motion was unanimously approved.

OLD BUSINESS:

Commissioner Loughman moved to approve Amendment No. 5 to Task Order No. 9 under Contract No. 016-HUD-031 with Eley Guild Hardy. Amendment No. 5 de-obligates the remaining task order balance of \$25,873.38 and closes out Task Order No. 9. Task Order No. 9 provided for construction administration services for the Ocean Enterprise Facility. Commissioner Symmes seconded and the motion was unanimously approved.

Commissioner Symmes moved to approve Modification No. 1 to Work Order No. 5 under Contract No. 23-EN-01 with MP Design Group. Modification No. 1 closes out the work order and de-obligates \$39,787.50. Work Order No. 5 included engineering services for the paving of the East Pier Laydown Area and Sheds 50 and 53 striping and paving. Commissioner Loughman seconded and the motion was unanimously approved.

Commissioner Symmes moved to approve the First Amendment to the Professional Service Agreement with Sterling Solutions, LLC. This amendment adds \$75,000 to the Agreement with no change in the term. Commissioner Loughman seconded and the motion was unanimously approved.

NEW BUSINESS:

Commissioner Loughman moved to authorize the issuance of an RFP for an IT Project Management Consultant. Commissioner Symmes seconded and the motion was unanimously approved.

Commissioner Symmes moved to approve an advertisement for bid for the East Pier Deep Water Wharf Project. Commissioner Loughman seconded and the motion was unanimously approved.

ENGINEERING UPDATE:

James Buras reported on current engineering projects.

OPERATIONS REPORT:

Shawn Meyer reported on the maritime activity for September:

Vessels	13		Vehicles	11,508
Tugs	9		Railcars	554
Tonnage (YTD)	421,205		Barges	25
TEU's (short tons)	45,204			

Tonnage is down 31% and the TEU count is down 12%. Again, this is currently a worldwide trend.

EXECUTIVE DIRECTOR’S COMMENTS:

The Journal of Commerce, just this morning, reported that numbers are down for international intermodal activities.

Great team effort for the Ocean Aero event and the Ocean Enterprise Facility event.

The Dole Quality Assurance team has been holding meetings in our office for the last two days and we continue to build on our great partnership. Kelby Cuevas, Terminal Manager with Dole, was present and Commissioners expressed their gratitude for the great job he does. Kelby was recently named Director of Terminal Operations and Logistics for Gulfport, Freeport, TX and Tampa, FL.

Tom Crowley, with Crowley Maritime, was in town yesterday and quality time was spent with him.

Our Connected Oceans Business Development contractor will be in town the first week of November to start off his efforts.

We are working with Dole to plan a visit to Costa Rica and their operations. A tentative date of February 5-8, 2024, has been mentioned.

GENERAL COUNSEL’S COMMENTS:

Ben Stone had no comments.

MDA’S COMMENTS:

Philip Carter had no comments.

COMMISSIONERS’ COMMENTS:

Commissioner Rester thanked MSPA Staff for their team effort with the recent two community events; there was a real sense of pride and accomplishment, along with great media coverage and participation.

Commissioner Spear 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 a legal matter (ongoing litigation) and a real estate matter. Commissioner Spear seconded and the motion was unanimously approved.

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

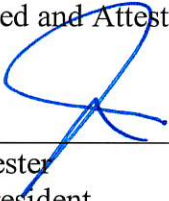
Commissioner Symmes moved to come out of Executive Session. Commissioner Spear seconded and the motion was unanimously approved.

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

Commissioner Symmes moved to adjourn.

The meeting adjourned at approximately 10:20 a.m.

Approved and Attested



John Rester
Vice-President



Mark Loughman
Secretary