

**PORT COMMISSION MINUTES
JUNE 19, 2014**

Be it remembered that a regular meeting of the Port Commission of the City of Long Beach, Mississippi, was begun and held at the City Hall Meeting Room, 201 Jeff Davis Avenue, in said City at 5:00 o'clock p.m., Thursday, June 19, 2014, it being the time, date, and place fixed for holding said meeting.

There were present and in attendance on said Commission and at the meeting the following named persons: Commission President Phil Kies, Commissioners Vernon Ehlers, Don Deschenes, John Casey, Barney Hill, Port Attorney James C. Simpson, Jr., Harbormaster Bill Angley, and Deputy City Clerk Stacey Dahl.

Absent the meeting were Commissioners Susan Nicolais, Roger Ladner, and Stan Snodgrass. It was noted for the record that Commissioner Barbara Reed has submitted her resignation from the Port Commission.

There being a quorum present and sufficient to transact the business of this meeting, the following proceedings were had and done.

The meeting was called to order, whereupon Mr. John Casey was welcomed as the newly appointed Ward 4 Commissioner.

There were no amendments or comments to the agenda.

Commissioner Hill made motion seconded by Commissioner Deschenes and unanimously carried to approve minutes of the Port Commission, as follows:

- Regular minutes dated May 15, 2014, as submitted

The Commission recognized Mr. Bill Angley for the Harbormaster's report as follows:

**PORT COMMISSION MINUTES
JUNE 19, 2014**

Harbor Master Report

June 19, 2014

- Portable pump out unit has been delivered and already pumped out two boats successfully
- Currently requesting quotes for a maintenance and hurricane contract for electrical pedestals
- WIFI Repeater: Units are available for purchase inexpensively and would add a positive feature to harbor and may also be BIG qualified.
- South Parking is open awaiting few punch list items
- Steve's Marina has start construction on another project which includes drainage into harbor and have use yacht club property to do work. Fence has been removed and drainage pipe installed for rain water to drain into harbor. Checked with code office they know about it no permit was issued.
- Live aboard has informed me there are getting a house and boat will be for sale.
- Will be working with public work to relocate water shut off for transient pier so that a boat is not required to operate
- Water faucets (change with brass)when funds are available
- 80% certified CPR
- 100% boaters safety certified
- 100% SOP certified
- 3 Live Aboard (Welch, Kilner, Campbell)
- December 117 of 213
- Jan. 122 of 213
- Feb. 121 of 213
- Mar.123 of 213
- Apr. 128 of 213
- May 134 of 214
- June 137 of 214

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There was no action required or taken regarding the aforesaid report.

Port Attorney James C. Simpson, Jr., was preliminarily absent, arrived.

Harbormaster Bill Angley had a prior commitment and left the meeting.

**PORT COMMISSION MINUTES
JUNE 19, 2014**

The Commission recognized Mr. William E. Mitchell, Project Engineer, Brown, Mitchell, Alexander, Inc.; whereupon he apprised the commission regarding permitting on the CIAP Harbor Master Plan.

After considerable discussion, Commission Ehlers made motion seconded by Commissioner Hill and unanimously carried authorizing advertisement for bids to repair the interior retaining wall.

The Commission recognized City Engineer, Mr. David Ball, whereupon discussion was held regarding project submission for Tidelands FY2016. After considerable discussion, it was the consensus of the commission to request project funding for FY2016, as follows:

- Replace two (2) sets of launching ramps
- Local share of BIG

There came on for discussion a Budget Amendment, as follows:

**PORT COMMISSION MINUTES
JUNE 19, 2014**

To: Mayor

City of Long Beach Board of Alderman

City of Long Beach Port Commission

From: Long Beach Harbor Master

Subject: Budget Amendment

Respectfully request a budget amendment from Capital to 445-626004 Electric Utilities in the amount of 15,000.00 dollars to cover over run of energy cost for harbors rate increase and added amenities to cause a short fall in the Maintenance budget.

William Angley

Long Beach Harbor Master

**PORT COMMISSION MINUTES
JUNE 19, 2014**

**City of Long Beach
Budget Amendment Request**

Fund Name	Port/Harbor	Date
Department #	445	Budget Entry #
Department Name	Port/Harbor	7/1/2014

	Original Budget	Prior Amendments	This Amendment	Revised Budget
Electric Utilities 445-				
626004	25,000	-	15,000	40,000
Fund Balance	-	-	(15,000)	(15,000)

Amendment to increase the budget for Electric Utilities in the Harbor.

Amendment #28

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After considerable discussion, Commissioner Ehlers made motion seconded by Commissioner Casey and unanimously carried to approve the aforesaid Budget Amendment.

It was the consensus of the commission to take the Electric/Utility Rates under advisement until the next regular meeting of the Port Commission.

There came on for consideration AMENDMENT #1 OF SUB-GRANT AGREEMENT #S-14-LB-CVA-V-16, as follows:

**PORT COMMISSION MINUTES
JUNE 19, 2014**



STATE OF MISSISSIPPI
Phil Bryant
Governor

MISSISSIPPI DEPARTMENT OF MARINE RESOURCES
Jamie M. Miller, Executive Director

AMENDMENT #1 OF SUB-GRANT AGREEMENT
City of Long Beach
Sub-Grant #S-14-LB-CVA-V-16

The sub-grant between the Mississippi Department of Marine Resources (DMR) and The City of Long Beach (Sub-Grantee) is hereby mutually amended according to **Section 8.0, 8.24.Changes**. The following, **Consideration and Payment, Reporting Requirements** are amended to cover increasing the sub-grant by \$845.62, by mutual agreement between the Grantor and Sub-Grantee, the USF&WS Federal Award Grant #V-16, "Mississippi Clean Vessel Program" and will read as follows.

SECTION 5.0: Consideration and Payment

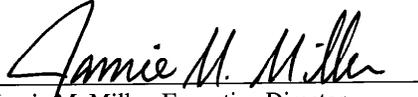
- 5.1. Consideration. As consideration for the performance of this agreement, the Grantee agrees to pay the Sub-Grantee the amount incurred in the performance of this agreement not to exceed **Seven Thousand Seven Hundred Eight Dollars and Twelve Cents (\$7,708.12.)** or 75% of the total cost.
- 5.2. Payment. The Grantee agrees to pay or make monthly payments upon the submission of monthly invoices. *Invoices must be submitted within thirty (30) days after the end of the month and include Section 5.4 information before payment is rendered.* Under no circumstances will payment exceed **Seven Thousand Seven Hundred Eight Dollars and Twelve Cents (\$7,708.12).**
- 5.3. The Grantee recognizes that the Sub-Grantee will provide a matching sum of **Two Thousand Five Hundred Sixty-Nine Dollars and Thirty-Seven Cents (\$2,569.37)** or twenty-five percent (25%) of the grant total - in either cash or in-kind services.

**PORT COMMISSION MINUTES
JUNE 19, 2014**

All other terms and conditions set forth in the original contract effective January 1, 2014 remains in full effect.

MS DEPARTMENT OF MARINE RESOURCES

CITY OF LONG BEACH



Jamie M. Miller, Executive Director

William Skellie, Jr., Mayor

Date: 5.16.2014

Date: _____

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Commissioner Hill made motion seconded by Commissioner Kies and unanimously carried to approve the aforesaid Amendment and authorize the Mayor to execute the same.

There came on for consideration the Preliminary FY 2015 Port Budget, as follows:

**PORT COMMISSION MINUTES
JUNE 19, 2014**

**Budget Worksheet FY 2015
420 PORT AND HARBOR OPERATIONS**

		FY 2014	FY 2015	\$ Diff	% Diff
		Budget	Budget		
REVENUES					
420	CASH	1,502	1,502	-	
420	DOCKAGE FEES	240,000	265,000	25,000	
420	RENTS	50,000	62,000	12,000	
420	SALES TAX	18,000	18,000	-	
420	DELINQUENT CHARGES	3,000	3,000	-	
420	STORE SALES	1,000	1,000	-	
	TOTAL REVENUES	313,502	350,502	37,000	11.80%

**PORT COMMISSION MINUTES
JUNE 19, 2014**

**Budget Worksheet FY 2015
445 PORT AND HARBOR OPERATIONS**

		FY 2014 Budget	FY 2015 Budget	\$ Diff	% Diff
60 PERSONAL SERVICES					
445	600100	170,000	174,500	4,500	
445	600400	-	-	-	
		OVERTIME			
445	601300	400	540	140	
		LONGEVITY PAY			
445	601900	16,200	25,900	9,700	
		STATE RETIREMENT			
445	602200	12,000	13,400	1,400	
		FICA TAXES			
445	602300	-	100	100	
		VISION INSURANCE			
445	602400	900	900	-	
		DENTAL INSURANCE			
445	602500	600	600	-	
		LIFE INSURANCE			
445	602600	24,000	22,500	(1,500)	
		HEALTH INSURANCE			
		TOTAL PERSONAL SERVICES	224,100	238,440	14,340
					6.40%

61 SUPPLIES					
445	610100	1,000	1,000	-	
		CLEANING AND JANITORIAL			
445	610400	100	100	-	
		OFFICE SUPPLIES			
445	610700	200	200	-	
		OPERATING SUPPLIES			
445	611000	100	1,000	900	
		BUILDING MAINTENANCE			
445	611200	2,000	2,000	-	
		HARBOR MAINTENANCE			
445	611300	-	1,000	1,000	
		MOTOR VEHICLE REPAIRS			
445	611800	-	-	-	
		MACHINERY/EQUIPMENT			
445	612200	-	500	500	
		EQUIPMENT MAINTENANCE			
445	612500	-	500	500	
		UNIFORMS			
445	614000	500	1,000	500	
		GASOLINE, OIL, AND GREASE			
445	617000	100	300	200	
		STORE PURCHASES			
		TOTAL SUPPLIES	4,000	7,600	3,600
					90.00%

62 OTHER CHARGES/SERV					
445	620800	32,802	32,802	-	
		ADMINISTRATIVE SERVICE FEES			
445	620900	-	-	-	
		CONTRACTUAL FEES			
445	621100	-	2,000	2,000	
		ENGINEERING FEES			
445	621300	5,000	5,000	-	
		LEGAL FEES			

**PORT COMMISSION MINUTES
JUNE 19, 2014**

445	621700	MAINTENANCE CONTRACTS	2,400	2,400	-	
445	622100	PROFESSIONAL FEES	-	-	-	
445	622300	TRAINING	-	-	-	
445	624200	SALES TAX	18,000	18,000	-	
445	626000	UTILITIES	1,000	1,200	200	
445	626001	TELEPHONE UTILITIES	1,200	2,400	1,200	
445	626004	ELECTRIC UTILITIES	25,000	40,000	15,000	
445	626101	LEGAL ADVERTISING	-	-	-	
445	626500	PRINTING AND BINDING	-	-	-	
		TOTAL OTHER CHARGES/SERV	85,402	103,802	18,400	21.55%
		TOTAL PORT AND HARBOR OPERATIONS	313,502	349,842	36,340	11.59%

34

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After considerable discussion, Commissioner Kies made motion seconded by Commissioner Deschenes and unanimously carried to approve the aforesaid Preliminary FY 2015 Port Budget.

Commissioner Kies made motion seconded by Commissioner Ehlers and unanimously carried to approve payment of invoices, as follows:

- Docket #HBR060314, as submitted
- Docket #HBR061714, as submitted

**PORT COMMISSION MINUTES
JUNE 19, 2014**

Commissioner Deschenes made motion seconded by Commissioner Hill and unanimously carried acknowledging receipt of the May, 2014, Revenue/Expense Report.

The Commission recognized the City Attorney for his report, as follows: Attorney Simpson requested that the Commission meet in executive session ; whereupon Commissioner Ehlers made motion seconded by Commissioner Deschenes and unanimously carried to meet in to Closed Session to determine whether or not to declare an Executive Session.

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The meeting resumed in open session, whereupon Commissioner Kies made motion seconded by Commissioner Ehlers to meet in executive session for the transaction of public business, to-wit: to discuss with and seek the legal advice and counsel of the Port Attorney regarding a potential litigation matter. The question being put to a roll call vote, the result was as follows:

Commissioner Nicolais	voted	Absent, not voting
Commissioner Ehlers	voted	Aye
Commissioner Deschenes	voted	Aye
Commissioner Kies	voted	Aye
Commissioner Casey	voted	Aye
Commissioner Ladner	voted	Absent, not voting
Commissioner Hill	voted	Aye
Commissioner Snodgrass	voted	Absent, not voting

The question having received the affirmative vote of all commissioners present and voting, the President declared the **motion carried**.

The meeting resumed in open session, and based upon discussion held and information obtained in executive session, no official action was required or taken at this time.

There being no further business to come before the Port Commission at this time, Commissioner Ehlers made motion seconded by Commissioner Deschenes and unanimously carried to adjourn until the next regular meeting in due course.

**PORT COMMISSION MINUTES
JUNE 19, 2014**

APPROVED:

PHIL KIES, PRESIDENT

DATE

ATTEST:

STACEY DAHL, DEPUTY CITY CLERK