

Lincoln County Port Authority
Meeting Minutes
January 13th, 2025 @ 3:30 PM
Lincoln County Commissioner's Chambers

The Lincoln County Port Authority board met on January 13, 2025, in the Lincoln County Courthouse, Libby, MT.

Present were Brent Teske, Kevin Peck, Kate Stephens, Jerry Bennet, Chris Bache, Tony Petrusha, Troy Douthit, Mark Peck, Adam Noble, Noel Duram, Levi Thompson, Rocky Schauer, and Ray Stout.

1. **Approval of Minutes from December 16, 2024:** The board reviewed the minutes of the meeting January 13, 2025. **Motion** by Brent to accept minutes as submitted for the January 13, 2025 meeting. Second by Tony. No comments. Motion carried.
2. **Approval of Financials:** Kate presented and discussed the financial report. **Motion** by Kevin to approve financial report. Second by Brent. Motion carried.
3. **Port Recreation Facilities:** Tony introduced Adam Noble, the new Parks Director. He also brought up the Foundation that needs to be established for funding continuation of the position. Tony will get information on setting up a foundation/trust through the Montana Community Foundation, and Kate will do research to set one up privately.
4. **Property Sales/Easement Requests:** Jerry noted the Levi Thompson from TCI is still waiting to receive the official survey of the property. The port is currently waiting on a Browns field evaluation and appraisal for the north property. Further movement on the easement will take place after these two things are completed.
5. **Master Stewardship Update:** Brent noted that we have 4 applications for the Grands and Contract Administration position. Applications will be given to the board, and a meeting will be set up next week for discussion. Additionally, Matt at the USFS has submitted information for the SPA on the 2 proposed road projects. Matt and Mark are also working on the first SPA for the Pine Phlats project.
6. **By-Law update/Chairman Tie Vote:** Brent reviewed the bylaws with the commission. There were a few minor clerical errors that needed to update. Brent will make these updates and send out to the commission via email for final review.
7. **Vehicle pool:** Jerry noted that he has been looking on government websites for vehicles to purchase but has not had any luck finding any. Jerry will look to purchase the first vehicle locally and keep his eyes pelt to the sites for additional vehicles

moving forward. Jerry also noted that we will need to open up a business account with Verizon to ensure all employees have business cell phones to carry.

8. **Expense Breakdown of New Offices:** Brent noted that the forester position and the wildfire position will be funded by the SRS Title III money
9. **Executive Director Update:** Kate stated that she is working to get up to speed on things, and has been busy cleaning and organizing at the office.
10. **Term Ending – Tony Petrusha:** Tony’s term ended in December of 2024; however the commission had already voted to extend his term to 2029 in the November meeting.
 - Jerry introduced Troy Douthit to the commission. Troy had applied for a board position earlier in the year and would like to join the board at this time. **Motion** by Brent to approve Troy Douthit as a commissioner of the Lincoln County Port Authority Board. Second by Tony. Motion carried.
11. **Old Business:** The easement along Libby Creek is waiting on the completion of the the survey.
12. **Open for Public Comment:** none
13. **Adjourn:** 5:05pm

Next Meeting: February 10, 2025

LINCOLN COUNTY PORT AUTHORITY BOARD

Jerry Bennett, Chairman

ATTEST: _____
Kate Stephens