

**Lincoln County Port Authority**  
**Meeting Minutes**  
**May 19<sup>th</sup>, 2025 @ 3:30 PM**  
**LCPA Conference Room**  
216 West 9th Street, Libby, MT

The Lincoln County Port Authority Board convened for a regularly scheduled meeting on May 9, 2025. The meeting was called order. Those present were: Jerry Bennett, Brent Teske, Tony Petrusha, Kevin Peck, Kate Stephens, Ann German, Noel Durham, Jim Germany, Adam Noble, and Scott Schindledecker.

1. **Approval of Minutes: April 21, 2025:** Motion made by Brent Teske to approve the minutes of the April 21, 2025 meeting; seconded by Tony Petrusha. No further comments were made and the motion passed.
2. **Approval of Financials:** Motion made by Kevin Peck to approve the financials as submitted, seconded by Brent Teske. Tony asked about next year's budget and ensuring we have funds in the budget for equipment repair, fishpond maintenance, and groundskeeping. Kate stated that the budget is currently being finalized and will be sent out to the board for input in the next few weeks. Motion passed.
3. **Old Business**
  - a. **Family Health & Wellness Easement:** No action taken at this time due to other ongoing issues. Brent did ask if the language in the easement was changed to residential only. Jerry confirmed that it had been.
  - b. **Commercial Appraisal:** No action taken at this time due to other ongoing issues.
  - c. **Fishpond Park Upgrades:** Tony reported that the swim pond is underway, and the nature trail work is next on the list for completion. Jerry emphasized the importance of doing one project at a time and completing that project before moving on to the next one.
  - d. **MOU with Park District:** Motion made by Tony Petrusha to accept the MOU with Park District, with an amendment to section A7 on page 3. In this section County should read Port. The motion was seconded by Brent. Motion carried.  
*Tony will make that update and send it on to Kate for signatures.*  
Jerry mentioned to Adam that he should be looking at grants for park districts and spending several hours a day writing and working on grant opportunities.
  - e. **MOU with County:** Kate recommended that we table this agenda item so we can include compensation for the port taking on the county's forester and wildfire mitigation responsibilities. This item will remain in Old Business.  
*Kate will make the updates and send the document back out for review.*

- f. **ABDW Logistics Railcar Storage Agreement:** No action taken at this time due to other ongoing issues.
- g. **Vehicle Pool:** Jerry reported that we have completed maintenance work to the 2000 Chevy, and a few months ago purchase a 2018 Colorado. This past month, we were able to purchase a 2022 Chevy Tahoe. If the Forester vehicle from the county gets transferred over to the Port, our vehicle pool will be complete.
- h. **Foundation:** Jerry suggested we lower the amount invested from \$500,000 to \$300,000 since we were not granted the SRS Title III money. He stated that it would make up for the budget deficit. Kevin stated that he is still comfortable with the \$500,000 but that he feels we need to check with legal counsel to ensure that we are ok to pull the trigger on this investment. *Kevin will check with the legal counsel on moving forward and reach out to the group regarding investing the money into a foundation right now.*

#### 4. Director Updates

- a. **Tuolumne County:** Kate gave a report of the Port Authority's trip to CA stating that they learned a lot of valuable information and were able to come back with examples of what had worked down there and what hadn't. The team came back and is focusing on getting their procurement process in place. Once the teams feel comfortable with it, Kate will send it to Whitney Dorsey for review.
- b. **Shared Stewardship:** Kate stated that she is working to set up a meeting with Nikia at the Troy Ranger District and has phone calls into Harmony at the Eureka District with the hopes of meetings in early June.  
Kate reported that we heard back on the DNRC WUI grant and our pre-proposal has been accepted. This is the grant for furthering work in the private sector adjacent to the USFS and DNRC Snowshoe Granite 1000 projects.  
The Port team is also working hard on a Transportation Grant that helps to get non-saw biomass materials out of the forests.  
Finally, there will be an official kickoff meeting on June 3<sup>rd</sup> with all the stewardship partners. This meeting will take place at the Port and is expected to last all day.

#### 5. New Business

- a. **Park Maintenance: Adam Noble:** Adam informed the board that there are a few trees that need to come down right along the fishpond path. He suggested a call DNRC to see if they want to come take care of them for training. *Adam will call Logan Sandman to see if they can come and remove the trees.*  
Adam also mentioned that the mastication that was done around the paths by the turtle ponds has left a huge mess, and it needs to be cleaned up. Jerry stated that he would go and look at it. Jerry commented that the port still owns the land, but that we have a license agreement with TCI. Adam mentioned that the toilet is also missing from down there. Jerry stated that it had been destroyed so many times that we had to remove it and will not be replacing it.
- b. **Swim Pond Funding:** Kevin expressed concerns regarding liability and insurance for the swim pond. He will start looking into carriers and asked who would own that liability. Tony stated that we will be working on management agreements for the area and that document will outline those specific details.

- c. **Credit Card:** Kate proposed to that board that we get a credit card for the Port through Glacier Bank so that we aren't using a debit card for online purchases, etc.  
Motion made by Kevin Peck that the Board of the Lincoln County Port Authority authorizes Kate Stephens, it's Executive Director to complete and sign an application for a Glacier Bank Visa business card with a credit limit of \$10,000. Motion was seconded by Tony Petrusha. No further discussion was had, and the motion carried.
- d. **Industry Way Agreement and Approval of Placement:** Jerry gave a history of the discussion that have taken place regarding improvements to Industry Way. There has been a verbal agreement for some time that any improvements made to the road would be split three ways between Noble Industries, Nomad, and LCPA. The board also reviewed the drawings and the placement of Industry Way again. The board discussed the layout and were pleased with the location of the road. Kate let the board know that Mr. Noble was looking for clear approval of the placement as it is laid out in the drawings provided. No motion was made, but the board came to a clear consensus that the design and layout are favorable.
- e. **Landfill Permit:** Kate reported to that board that we have an ongoing permit for the wood landfill on LCPA property. She asked the board if we wanted to hang on to the permit, or work to close it. The cost is \$300 per year. The board requested we continue to maintain the permit.
- f. **Budget:** Kate informed the board that she is working to wrap up the proposed budget for the 2025/2026 fiscal year. Yashar Bookkeeping and Jerry Bennett are currently reviewing it, and then she will send it out to the full board for review and input. The budget will need to come to the June meeting for final approval.


6. **Open for Public Comment:**

- **Ann German** stated that she started walking the path by the turtle ponds over 20 years ago and used to see so many kinds of birds down there. At one point, when there were crews coming in to clean up the area years ago, she was able to ask them to maintain some of the orchard and willow trees at the location, and they agreed to do that. She commented that now, with what Levi Thompson has done to the area, the property is horrible and looks like a maniac went in there with a chainsaw. She stated that it is a complete disaster, and she does not feel that it will look fine in a few years. He took down trees that had been there forever and the birds will never come back. Ms. German stated that we should not give Levi any type of monetary credit for what he has done there, and that he has destroyed the place. She emphasized again that it is a disaster and an embarrassment, and she would like us to go down there and take a look at it.

7. **Adjourn: 4:29pm**

**Next Meeting: June 16, 2025**

**LINCOLN COUNTY PORT AUTHORITY BOARD**

  
Jerry Bennett, Chairman

ATTEST:   
Kate Stephens