

Lincoln County Port Authority

Meeting Minutes

November 17, 2025 @ 3:30 PM

LCPA Conference Room

216 West 9th Street, Libby, MT

The Lincoln County Port Authority Board met on November 17, 2025, in the LCPA Conference Room, Libby, MT.

1. Roll Call: Board members present were Rob Delmas, Brent Teske, Kevin Peck, Tony Petrusha with Director Kate Stephens and notetaker Jennifer Brown. Members of the public present were Sherry Turner and Ray Stout. Jerry Bennett and Chris Bache were absent.
2. Public Comment on Agenda Items: No public comment was made.
3. Approval of Minutes: October 20, 2025, Regular Meeting: The minutes of the October 20th meeting were approved following a motion by Tony and a second by Kevin. There was no discussion, and the motion carried unanimously.
4. Approval of Minutes: November 10, 2025, Open Meeting: The November 10th open meeting minutes were approved on a motion by Rob, seconded by Kevin, with all in favor.
5. Approval of Confidential Minutes: November 10, 2025, Closed Meeting: The confidential minutes of the November 10th meeting were approved on a motion by Rob, seconded by Tony, with no corrections or further discussion. The motion carried unanimously.
6. Approval of Financials October: Kevin moved to approve the October financial statement. Tony seconded the motion. There was no additional comment, and the motion passed unanimously.
7. Old Business
 - a. Lease Cost Recommendations: Kevin provided an overview of various lease types and associated requirements, including key elements to be included in each lease template. He noted the need to determine whether lease rates for nonprofit or government entities may fall below market value, while commercial leases must remain at market rate. An attorney will prepare formal lease documents based on Board recommendations.
Brent advised that leases longer than ten years often become administratively

Spencer Road area, as needed, at a cost of \$200 per occurrence. Kevin seconded the motion. There was no further discussion, and the motion passed unanimously.

9. Director Updates: Kate reported that Hoodoo decks are being processed from Forest Service land onto Port property and that the Port expects to receive notice on a processing grant the following day. Safety signage has been installed. AGH is providing safety materials for the Firewood Heating Workshop. The National Forest Foundation is receiving approvals to move forward with the scrim project. Divers Dirt Worx continues work on the berms. Staff recently traveled to Eureka to tour several potential project sites; however, funding is still needed to pursue the next steps.
There is a grant that may be a fit for the Pine Phlats project. NFF is in the beginning stages of work on non-commercial units in the Pine Phlats project area.
10. Public Comment on Non-Agenda Items
Sherri Turner distributed maps and provided an update on the Shay steam locomotive restoration effort. She shared results from a feasibility study indicating that the project would be financially sustainable at a ticket price of \$10–\$12. The proposed train route presented in the study utilizes portions of Port Authority property.
Sherri reported that the Museum Board will review the study later in the evening. She has submitted a draft nomination to place the Shay on the federal register and believes strong progress is being made.
Kevin noted that a lease agreement and insurance policy will be required for the operation and maintenance of the proposed train track.
Sherri also stated her intent to reapply for a tourism grant and will coordinate with Kate regarding surveys and planning for the proposed track route.

Adjourn: 4:20 p.m.

Next Meeting: December 15, 2025

LINCOLN COUNTY PORT AUTHORITY BOARD



Brent Teske, Acting as Chairman

ATTEST: 

Jennifer Brown