

September 20, 2021

The Lincoln County Port Authority Board met on September 20, 2021, in the Lincoln County Courthouse, Libby, Montana. Present were Jerry Bennett, Brent Teske, Josh Letcher, Tony Petrusha and Ted Werner. Also present were Tina Oliphant, Brett McCully, and Clerk and Recorder Robin Benson.

Tina submitted the following agenda:

Lincoln County Port Authority
Meeting Agenda
September 20, 2021 1:30 PM
Lincoln County Commissioner Chamber

1. Approval of Minutes from August 23, 2021
2. Review of Financial Statements for July 2021
3. Approval of Annual Budget
4. Change in Bank Signors
5. Job Posting Status
6. Evaluation of Finger Joint Property
7. Review of Current Projects
8. Old Business:

Open for Public Comments:

Adjourn Meeting

1. The Board reviewed the minutes of August 23, 2021. Present was Ray Stout. **Motion** by Ted to approve the minutes as submitted. Second by Tony, motion carried unanimously.
2. **Review of Financial Statements for July 2021:** Tina submitted and gave a brief overview of the Balance Sheet with Prior Year End as of July 31, 2021, Profit & Loss Budget Performance July 2021. The board discussed loans, revenues, funds, and cash balances. **Motion** by Ted to accept the financial reports as presented. Second by Tony, motion carried.
3. **Approval of Annual Budget:** Tina submitted the Lincoln County Port Authority Budget Draft for FY 2022. The board reviewed and discussed cash balances, expenditures, revenues, and operating costs. The board discussed the budgets for building repair and maintenance, general infrastructure, and utilities. **Motion** by Ted to approve the Budget for FY 2022 as presented. Second by Tony, motion carried unanimously. Tina clarified the budget will be approved by the auditor as well.
4. **Change in Bank Signers:** Need to add a bank signor to replace Mark Peck. **Motion** by Tony to remove Mark Peck and Patrick McFadden as a signor and to add Brent Teske and the new County Administrator. Second by Ted, motion carried unanimously.
5. **Job Posting Status:** Jerry talked about decreasing the job descriptions down to minimum basics for Tina Oliphants and Brett McCully's Port Authority positions, so they can be posted and filled. Tina said her last day is October 6th. Tina said she can be hired back as a contractor to complete some of the current project work.
6. **Evaluation of Finger Joint Property:** Tina submitted a Kootenai Business Park Fingerjoint Slab Re-Development evaluation done by Evensen Engineering and Consulting, Inc. The objective of the evaluation is to identify constraints and/or potential development issues associated with the slab, and to determine work that would be necessary for the re-development effort. The evaluation provides an estimate of probable re-development costs.
7. **Review of Current Projects:**
Brett said the engineering at the plywood slab is ongoing.
Paving is completed around the fishpond.
Brett asked about the power poles, fully treated that no longer has use at the port site.
Jerry suggested selling the poles, priced at 6X6 and 20' long.
8. **Old Business:**
The board talked about water/sewer infrastructure needs and having engineering done to attain cost estimates.
The board discussed potential development areas at the port and requesting other evaluation plans drawn up by Evensen Engineering for use as potential business owners express interest to purchase/lease port property.

Open for Public Comments: Present was Eric Clark.

Eric said he has interest in purchasing county land across from city hall to build an indoor racquet ball court and potentially a small 4-lane lap pool outside. Tony expressed it is exciting and good news and that he would like to have further discussion regarding the ideas for the pool. Eric said although coordinated with U-Serve, it would be a private racquet ball court. Jerry suggested to place the proposal on the agenda for further discussion.

Adjourned at 2:40 PM

LINCOLN COUNTY PORT AUTHORITY BOARD

Jerry Bennett, Chairman

ATTEST: _____

Robin A. Benson