

February 22, 2021

The Lincoln County Port Authority Board met on February 22, 2021, in the Lincoln County Courthouse, Libby, Montana. Present were Mark Peck, Tony Petrusha and Ted Werner. Also present were Tina Oliphant, and Clerk and Recorder Robin Benson. Jerry Bennett and Josh Letcher were excused.

Tina submitted the following agenda:

Lincoln County Port Authority  
Meeting Agenda  
February 22, 2021 1:30 PM  
Lincoln County Commissioner Chamber

1. Approval of Minutes from January 25, 2021
2. Review of Financial Statements for January 2021
3. Consideration of restroom in the Central Maintenance Building
4. Sherpa Trailers – Building Project
5. Report on Infrastructure Upgrades
6. Old Business:

Open for Public Comments:

Adjourn meeting

1. The Board reviewed the minutes of January 25, 2021 regular meeting. **Motion** by Ted to approve the minutes for January 25, 2021 as submitted. Second by Tony, motion carried.
2. **Review of Financial Statements for January 2021:** Tina submitted and gave a brief overview of the Balance Sheet with Prior Year End as of January 31, 2021 and Profit & Loss Budget Performance January 2021. The board discussed loans, funds, and cash balances. Tina commented the budget is where we anticipated; there are no surprises. **Motion** by Tony to accept the financial reports as presented. Second by Ted, motion carried.
3. **Consideration of restroom in the Central Maintenance Building:** Tina talked about the need and benefits to invest in a restroom, so the space has more lease potential. The board talked about opportunities to create functional economic development space in the central maintenance building to support growing business. Ted discussed the importance of building in costs in port leases for common area maintenance for such things as gates, roads, lighting etc... **Motion** by Ted to move forward with the installation of a toilet, ADA approved, using local contractors, maximum cap of \$30,000. Second by Tony, motion carried.  
  
Ted discussed the need to have a comprehension development plan. The board decided to place this discussion on the agenda next month to discuss options regarding what lands to develop, number of tenants vs. one larger tenant, and to request assistance from Brett McCully.
4. **Sherpa Trailers – Building Project:** Sherpa Trailers is interested in immediately taking over a 7,000 sq. ft. space and moving partial operations into the central maintenance building to support their next 18 months of growth. Sherpa is also in discussion with the Port Authority of a more permanent move to the concrete pad.
5. **Report on Infrastructure Upgrades:** There were no infrastructure upgrades discussed.
6. **Old Business:** There was no old business discussed.

Open for Public Comments: There were no public comments.

Adjourned at 2:25 PM

LINCOLN COUNTY BOARD OF COMMISSIONERS

\_\_\_\_\_  
Jerry Bennett, Chairman

ATTEST: \_\_\_\_\_  
Robin A. Benson