

## Asotin County Fair Board February 15<sup>th</sup> Meeting Minutes

Call to order at 6:01pm.

Shan made a motion to excuse absent fair board members Courtney and Steve, Chad 2<sup>nd</sup>. Approved

Colby Witters proposal he emailed after the last meeting was reviewed. His proposal included the upgrade to the 400amp electrical and the changing of the fence lines around the breeding barn and steer areas. Jamie made a motion to accept his proposal and start the work, Shan 2<sup>nd</sup>. Approved

Camper decorating- At a previous meeting the Extension Office brought up that they had been approached to ask the fair board if we would allow a camper decorating competition between the family/leader campers. Nicole said that Jeanene had asked that she bring it up at the meeting as there was not a definitive yes or no when previously discussed. Discussion included that the campers would need to be decorated according to fair theme and colors and that the fair board would not be responsible for the award. Further discussion included that the leaders council would need to designate someone to be in charge and make sure all decorations are thrown away in dumpsters and not left in the parking lot. Nicole made a motion that we approve the campers being decorated in the back lot only, in accordance with fair theme and color, the leaders council would supply the prize and oversight of clean up. Chad 2<sup>nd</sup>. Approved. Nicole will let Jeanene know what was decided.

4-H Boosters/Cattlemen- Charlotte presented a sign she made of "how to" care for the grills and the one in Buds Cook Shack. She said if the form looked ok, she would laminate them and place them near the grills. Fair board saw no issue with the signage and so Charlotte will place them.

Superintendents- nothing to report.

Extension office- not present.

Treasurer's report- Janice has a statement from Primeland from 1/30/23 for Diesel but needs the invoice. Arlene will let Steve know as he has the invoice. Shan reported currently we have \$67,588.04. Reimbursements needed are \$18.17 to Amber Hartley, to Peggy \$45.48 for Miss Gem State Coronation, \$79.47 for royalty skirts, \$84.75 for Royalty belts, \$74.94 for royalty shirts. Jamie made a motion to approve the reimbursements, Arlene 2<sup>nd</sup>. Approved

Approve meeting minutes- no changes stand approved as read.

Rodeo- Shan reported she and Jamie picked up another major sponsor and hope to have another major sponsor by the end of this month. Their goal is to have over \$100,000 in sponsorships. Shan reported the 2022 sponsorship amount was \$85,175. So far for 2023 we have \$94,700. \$73,100 in cash and the rest in trade sponsorships. Jamie reported she found a carriage for the grand marshal's and the princess for the day to ride in. Shirley Sears will provide one horse and carriage for the parade and for the grand entry each day for the rodeo. Shirley is charging \$200 total and that is to cover her fuel. Arlene will find out if the grand marshal's will want to ride in the carriage for each grand entry and the parade. Jamie made a motion to approve the \$200. Nicole 2<sup>nd</sup>. Approved.

Casey from Hells Canyon Heating and Air checked out the non-functioning AC units on top of the Bennett Building. Casey confirmed two units are bad and will need to be replaced. Cost to replace the two units with the same roof mounted units is \$33,912. The other option he gave was to insert 4 mini splits at the cost of \$31,158. Casey recommended the rooftop units for the building. Shan made a motion to accept the rooftop bid, Chad 2<sup>nd</sup>, Approved. Shan and Jamie will work with Casey on a Maintenance agreement. If he accepts he will be the only one to do work on any HVAC units unless he states he cannot do it, then we would reach out to another company to provide services.

BBQ is on April 28<sup>th</sup> from 3-6pm in the Bennett Building. Menu and prices have been confirmed as the same as what was reported last meeting.

Carnival- Peggy asked Chris Seubert if she has permission to book the annex parking lot for the carnival campers. Chris said it was fine and noted there are only 3 water faucets located in the parking area. Peggy will confirm with the Carnival company that that will be sufficient but thought it would be.

Breakfast- Arlene presented two different bull button demos. It was decided the green button was what looked the best. Arlene will order 500 buttons. Jamie will ask if Printcraft wants to do a trade. Arlene said last year 600 buttons were \$325

and they run about .50/piece. Jamie asked if when Twin Rivers Bank starts working on the breakfast tickets if they can send a proof to be approved before they start producing the tickets. Arlene said she will ask them. Arlene said she will start pricing food and let the board know at the next meeting the approximate cost.

Parking Lots-Jamie talked to Nikia and he is supposed to reach out to and obtain the decision that was made. Nikia told Jamie he thought they made a decision, and he thought it was approved for the board to rent the parking lot. The two lower lots will be designated for trailers only. The trailers will enter off the highway and exit onto fairgrounds road. Shan said we will have to hire someone to man the lot. The entire main lot will be used for public parking and will not be split as long as we are able to use both lower lots for trailers. City Park had two camping spots available last Peggy had heard. Shan made a motion to approve Peggy to reserve both the spots at the park. Jamie 2<sup>nd</sup>. Approved.

Handbook- Peggy will email the changes that are highlighted in red and need further review.

Hostetler property- Peggy wanted to add into the contract that we will give them 1 weekend family pass and 1 parking pass. This is something we always have done for them, but we should list it in their contract as well.

Grant update- Board members did a walk through with Guardian and Hells Canyon Heating and Air. Guardian only submitted a bid for two of the projects not the entire project due to their ability to get parts in. Guardian Bid \$12,015 for the office upgrade with an additional \$961.20 tax, and \$6773 for the announcer booth with an additional \$541.84 in tax.

Hells Canyon Heating and Air bid on the entire project as follows: Horse barn 8k, Announcer booth 8.5k, Swine barn 8k, Livestock arena 28.5k, Beef barn 26.5k, Poultry barn 8k, rabbit barn 9k total of \$116854.50. Some electrical was not included and we will need estimates from Hells Canyon electric on what it could be. Casey guesses 10-15k. Jamie made a motion we accept Hells Canyon Heating and Air's bid, Shan 2<sup>nd</sup>. Approved.

Chris Seubert- Chad asked Chris what the procedure would be if the board would like to purchase a utility trailer or pickup. Chris stated the proper process would be to go through the ERR, but he would double check with Gloria. Jamie asked what if the trailer was done through a multi-year sponsorship? Chris said then that would be fine as well. Shan asked if Chris could put us on the list for any surplus pickups the county may have.

Super School- Superschool is being offered in Colfax 3/25 from 08:45-3:30pm. Cost is \$25 and lunch is provided. Peggy needs to know who wants to go and registration is due by 3/7.

Fair Entry- Nicole will test pilot it to make sure it is functioning properly.

Guidelines for inmate help- Since the inmates are in a different state we will need a letter from the county sheriff and commissioners approving the use of the inmates. The responsible party for the inmates will need a list of what items we will use them for and how many hours/days they will be needed. They do request the company using them to provide meals and fluids for the workers. Shan asked if there are any restrictions for them to be on the grounds when youth are present. Peggy said that they will have to give everyone notice when the inmates are doing work.

Old business- Gates contract is out and Jamie asked that we allow the gate people to pay for their camper spots before the camper registration day so they do not have to wait in line. Shan made a motion to accept, Arlene 2<sup>nd</sup>. Approved.

Shan asked if anyone on the board had any issues with horses other than the Kenzie's horse be in the royalty barn. Nicole asked for clarification if it was due to biosecurity since outside horses would be able to reach each other. Shan said no that they hope to be able to put other royalty horses in the barn to fill the barn up and not have empty stalls. Shan said Kenzie can decorate her stall and add her name.

New Business- Barb wants to go back to awarding herdsmanship as we have done it in the past. She would like to pick a winner from each species. Barb said last year it was just an overall winner and we have always done it per species. Board didn't see any issues with that.

Barb also reported the company that used to do the FFA Banners are no longer in business and Mr. Landrus is looking into getting them made again this year.

Chad reported one of the large speakers in the pig barn has a broken jack. EJ got a rough verbal quote of about \$100 to fix it. Jamie made a motion that we approve up to \$200 to have the speaker repaired. Chad 2<sup>nd</sup>. Approved.

Arlene asked if there was going to have any open class pre-registries. Arlene said it was a pain last year and she hopes we won't do pre-registries again. Peggy said it is on fair entry and people have the ability to do so.

Arlene asked for approval to have Printcraft make 500 adult entry cards and 250 junior entry cards. Chad made a motion to approve, Jamie 2<sup>nd</sup>. Approved.

Jamie said she will be reaching out to Jeanene to get group sizes so she can assign cleanup areas at the fairgrounds. Board decided on April 16<sup>th</sup> as the must be completed by date.

Chris Seubert asked if we were hosting a Tuesday and Wednesday night events this year. Shan said yes that Drew Dickinson and Kris Parkins are providing the stock but the board is not putting it on.

Warren Benner contacted Peggy and Jamie and asked if they could have one additional camper spot at the fair since they have 5 people that stay out there and work the sales booth. He also requested that moving forward their contract always reflect at least 5 camper spots. Peggy made a motion to accept, Jamie 2<sup>nd</sup>, Approved.

Jamie asked if we were going to unlock the scale. Nicole stated that there were people reaching out to her to see when it would be unlocked so they can weigh their animals. Nicole made a motion to unlock the scale and she will post signage that it is a weigh at own risk as no biosecurity measures are in place. She will also send an email to the extension office so they can put the notice out. Scale will be unlocked 2/17/23. Arlene 2<sup>nd</sup>. Approved.

Peggy reported that Lisa Ubachs said the dog show time has been changed to 2:30pm on March 18<sup>th</sup>. Due to this Kenzie will not be able to attend.

Peggy asked for approval that once all the sponsors are in that she can take the royalty trailer to precision sign and have the trailer updated with Kenzie's name and the sponsors. Jamie so moved, Nicole 2<sup>nd</sup>. Approved.

March 18<sup>th</sup> is the Lewiston Roundup Horseman's Ball if any board members would like to attend please let Peggy know so she can get you tickets.

We will need to replace the propane tanks in the Bennett building that are no longer fillable. Chad suggested 10 gal tanks. Shan made motion to approve up to \$400 for tanks, Jamie 2<sup>nd</sup>. Approved.

Courtney asked if she could receive a discounted rate to rent the Bennett Building and Floch hall for an artisan market. Shan said since it is not a youth activity or a non-profit we are unable to do any discounted rates. Jamie will let Courtney know.

The beer garden will require heat per the contract with the Lions Club, we will need to purchase additional tanks for heaters. Jamie made a motion to approve up to \$400 for tanks, Shan 2<sup>nd</sup>. Approved.

Next meeting March 1<sup>st</sup>.

Meeting Adjourned at 7:52pm