

Columbia County Fair Board Meeting  
January 14, 2019  
Warren Grange Building

In attendance:

Butch Guess, Maryann Guess, Amanda McFeron, Jake Sperley, Ingrid Chamberlain, Lisa Masog, Tiffany Johnson

Meeting called to order by Butch Guess at 5:58p.

New Fair Board Members: Lisa Masog, Todd Moore, Jake Sperley

Welcome new Fair Board Members.

**CONSENT AGENDA**

- Approve the OCTOBER minutes 2018 – Amanda Motions to ratify the Bills from October, November, December 2018, seconded by Jake Sperley, motion carries unanimously.
- Ratify the Bills for October 2018
- Ratify the Bills for November 2018
- Ratify the Bills for December 2018

**CITIZEN INPUT: (5 minute limit)**

*Citizen:* Will the Fair Board meetings be posted on Facebook from now on? Ingrid answers that she will try to announce one week before the date/time of the monthly Fair Board meetings. Information is also on the Website and in the Chronicle newspaper. Butch to check and be sure that the information is also in the Spotlight so everyone knows when the Board meetings are held.

*Nancy Knox:* Clarify to the Board – thank you for being able to be the Livestock Superintendent over the past 2 years. Fair Board thanks Nancy for all of her help with the Fair. Nancy wants to request an estimate for improvements and concrete behind the dairy barn.

*Information from Butch in response to Nancy's request:* Improvements should be measured to include 6 bays of 7 and keep the 7<sup>th</sup> bay for lumber storage out of the weather. 7<sup>th</sup> Bay still needs to be cleaned out. Currently three safety projects are on the agenda: (1) horse barns new gates, some new stalls, (2) Paddocks down through he middle are being rototilled and made solid, the tie barns will get all new front and all new gates. All barns will end up looking exactly the same. The barns doors will also be improved (new rollers, adjusted, new tracks) and will all look the same. (3) The back wall from the Grange Booth all the way and down and around past the kitchen door will be redone. After these projects are done, the revenue will be reviewed and additional projects may be added to the to-do list.

*Warren Grange*: the organization who has adopted the 4-H building. Give an update to the board about upgrades to the building. A gas meter has been planned for the building. Side patios areas have been planned and will be taken to the city for permits. Improvements will be ready to go very soon.

#### **COMMITTEE REPORTS:**

- Rodeo Committee: Rodeo DINNER/DANCE Auction March 2<sup>nd</sup>, 2019. BREAKING Midnight is the band.. Looking for donations for both a silent and live auction. If anyone wants to support the auction, it would be greatly appreciated. Plans for this event are going well and are on track. Next, all personnel contracts are up for the Rodeo, and have 2 contracts back to include the Stock and agreed to same charges as last year, but there may be an increase in personnel. The Sound system/Announcer will return for same amount as last year as well. No Barrel Man yet, the current Barrel Man is looking for someone. May contact the people at Cowlitz County to see if they want to work with us. Also may look into who is working this in Philomath. These contracts who are returning want to renewed for another 3 years.
- Rodeo Court Committee: Presented reports to the board. Doing really well, Rodeo Court sponsorships are doing well. Coronation was last weekend, a good turnout and it went well. Everyone seemed to have fun. Still working on getting the final report from coronation and money receipts together. 2019 Rodeo Queen Kiarra Shell in attendance, thanked the Board for her support, has been attending events around the county and has already worked to raised \$1500 at Rainier Eagles, continue to work on fundraising.
- Auction Committee: nothing to report

#### **OLD BUSINESS:**

None to report

#### **NEW BUSINESS:**

- *Rodeo Request for Proposals*: Will look at all contracts and will send them to be finalized – contracts for the Rodeo Sound (\$2500), Rodeo Barrel Man, Rodeo Wild Cow Milking, etc. Current contract needs to be updated, to be consistent with all other contracts. Legal advises to submit small changes to amend the current contract form, or a decision not to us the general form and only use specific contracts up per service required.
- **NOTE**: Recommended put the contracts in Executive Session for actual dollar amounts. Board has the option to have open to public sessions to discuss contracts, but it is advised to have closed executive session to discuss legal advice referring to each contract. Each Board Member has copies of the contracts and if anyone has questions, raise the questions. If no issue, then Board will sign.

- **Contracts**
  - *Little League:* Each Board member has a contract, need to update signature line for contract signing to reflect President and Secretary instead of President and Treasurer.
  - *mEgga Egg Hunt:* Organization who holds this event has the contract and is reviewing it.
  - *Entertainment:* Prefers to discuss Entertainment contracts in Executive session.
- **At&T Access Agreement Proposal:** Entry and Testing Authorization Form, which allows AT&T the opportunity to come in and test sites around the gated area around the fairgrounds for the installation of a cell phone tower. Prefer NOT to have a large Cell Tower on the fairgrounds proper. Already a Verizon Tower across the road. If AT&T wants to install a tower, that is fine, Fair Board and Board of Commissioners will agree as to the terms, Chair of Board of Commissioners will sign actual contract.
  - To Legal Counsel in attendance: from Butch Guess, FB President: Please advise Board of Commissioners that Fair Board prefers not to have a tower on the fairgrounds. Fair Board will decide whether or not to give access to test for sites, but Board of Commissioners will execute due to the longevity of the project.
  - QU from the audience: will the county fairgrounds be recognizing any income from this cell phone tower? Yes, the Fairgrounds will see some annual income from this installment. At this time, however, Fair Board is only approving the entry and testing for a tower in and around the fairgrounds. At this time, the site of the tower has not been defined. In general, the space for a tower is 60ftX60ftX80ft footprint. This is a large footprint to commit within the fairgrounds, which is why the discussion of having the tower not on the fairgrounds is happening.
  - Finally: (1) Does the FB want to allow access to test locations (please provide a map of the fairgrounds to legal counsel) To FB: Does the FB want to recommend that AT&T come to do their Entry and Testing?
  - Maryann makes a motion to allow AT&T to come onto property and do Entry and Testing, seconded by Ingrid, motion passed unanimously.
  - Maryann made a motion to amend the Entry and Testing to limit this Entry and Testing to OUTSIDE the gated area, seconded by Amanda, motion carries.
  - QU from the audience: will the surrounding neighbors to the Fairgrounds have input as to whether or not they want a cell phone tower? Answer: Board of Commissioners will take this on as they are responsible for the interface with the public in this matter.
- **General Sponsorship Agreement Form:** This form is on the Fair Website. *QU from legal counsel:* Should the form be updated to include liability and indemnity, where the advertisements are going to be located, other specifics of the agreement. Legal Counsel recommends that the contract to be updated to include a liability provision, other than that the agreement looks good.

From Legal Counsel (Tiffany Johnson): To go into executive session, media is allowed to stay, but public is not invited to the closed discussion of Board issues.

**BOARD COMMENTS:**

OFA was awesome. It was a good convention, had some good speakers, good entertainment. They have changed a few by-laws and some policies on their end: changes state that only 1 board member from each district for the budget committee for OFA. If they don't get a volunteer for that, then that position will remain open. Maryann will contact the OFA to get additional information for this position, and also volunteers to be the OFA Budget Committee member representing Columbia County. Thank you Maryann!

Todd Moore (Board Member) attended the OFA: OFA was a great event, was very enlightening. Thank you Fair Board for the opportunity to attend this event. The classes he attended were good, three each day. Picked up a lot of good things and good information.

Jake Sperley (Board Member) Vendor Coordinator: excited to grow the vendor footprint. Lots of great vendors already, have an additional 50 vendors on top of who comes already.. Available for questions anytime.

Legal Counsel Tiffany Johnson has taken on position of Legal for Fair Board. She is new to County Counsel and it is great to have her here at the meetings to give guidance to the Board. Interned with Columbia County 4 years ago and now has returned as a full-fledged attorney. Welcome Tiffany!

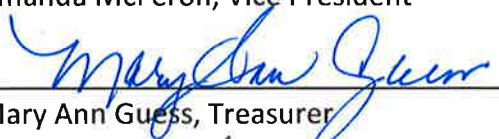
Public Session Meeting Adjourned at 6:51pm

NOTE: A copy of these minutes will be posted to the Columbia County Fairgrounds website at [www.columbiacountyfairgrounds.com](http://www.columbiacountyfairgrounds.com).

Approved by the Columbia County Fair Board  
For Columbia County, Oregon:

By:   
Butch Guess, President

By:   
Amanda McFeron, Vice President

By:   
Mary Ann Guess, Treasurer

By:   
Ingrid Chamberlain, Board Member

By:   
Todd Moore, Board Member

By: \_\_\_\_\_  
Jake Sperley, Board Member

By: \_\_\_\_\_  
Lisa Masog, Secretary