

BAKER COUNTY FAIR BOARD
Minutes of May 2, 2007
Board Meeting

Members Present: Chairman Ron Rowan, Vice Chair Dean Defrees, Rob Ellingson, Ann Kniesel, Tony Britt, Mark Johnson

Members Not Present: Andy Barr

Advisory Board Members Present: Donna Lowry

AB Members Not Present: Janice Cowan, Logan Kerns

Staff: Colleen Taylor

Others in Attendance: Commissioner Carl Stiff

Chairman Ron Rowan called the Meeting to order at 6:15 PM.

APPROVAL OF MINUTES: The minutes from the April 4 meeting were reviewed. Dean moved the minutes be approved with one correction page 2 para 4 correct spelling of Bigalow to Bigelow, motion second by Rob the motion passed with all in favor.

NEW BUSINESS: Financial documents. Accounts payable and receivable were presented. Rob moved the bills be paid, Rob second. The motion passed with all in favor.

OLD BUSINESS: Building of horse stalls. Rob reported that Engineering drawings were still needed. He did have a brochure that showed the snow load, however that was not adequate information for obtaining a permit. Currently the planning department is between building inspectors for permit issuing is slow. Rob will follow up.

GRANTS: Andi Sexton, Grant Writer was unable to attend the meeting, however sent a report to the board via E mail. (See attached report) Ann reported that during the meeting with Rick Minster from Oregon Economic & Community Development Department, he advised that the Board should be submitting an application to the Myer Foundation.

Andi advised that she had contacted the Leo Adler Board reference the sale of the blue house and the fact the money would be used as matching funds for their grant, however had not had a reply from them. Rob advised that the Leo Adler grant committee would be meeting on Monday May 7th.

OLD ARMORY/EXHIBIT HALL PROJECT: Mark reported on the meeting with Rick Minster of OECD. Present for that meeting were board members Mark Johnson and Ann Kniesel and Grant Writer Andi Sexton. Mark answered Rick' questions concerning the project and advised that the project cost had risen during the time no work was done due to lack of funding.

Mark has contacted Bargreen and Ellingsen of Boise to do a layout for the kitchen. Jim Kilabrew of that office will do and inventory of the current kitchen located in the

extension building to determine what equipment can be used in the remodel of the exhibit hall kitchen. Mr. Kilabrew will also provide a layout and equipment list for the new kitchen. The kitchen remodel will be in a holding pattern until funding for the project is available.

Mark addressed possible issues with BOLI wages. Currently there are two contracts that carry over to phase II and fall under BOLI wages, mechanical and electrical. Mark will submit the paper work to sever the part of the contracts that address the BOLI wages so the contracts can be amended to reflect the current BOLI wages. Mark further stated that anytime we want to do projects that are not related to occupancy and public funds are not used BOLI wages do not apply.

OREGON MILITARY DEPARTMENT: Paul Hyde, appraiser was contacted and his firm will be doing the appraisal on property identified in the lease with OMD as well as the Extension Building. Sean Hyde has contacted Mark in reference to this and Mark will follow up. Mr. Hyde gave an estimate of approximately \$3,500 for the appraisal.

TRACTOR: Rob has received three bids for a new tractor, Robbins Equipment, John Deere and a dealer from Oregon City. The lowest bid and the one that best meets the board's needs is the one from Robbins Equipment for \$22,300, approximately \$600.00 lower than John Deere's bid. After some discussion concerning how the board will pay for the tractor **Ann moved that the bid from Robbin's equipment be accepted pending approval from the County Contract Review Board, Dean second, motion passed with all in favor.** Ann is to call Robin Nudd for a time to present the bid to the County Contract Review Board. She is also to review the Fair Board's budget to ensure there are sufficient funds for this purchase.

FUNDING FOR EXHIBIT HALL: Ann presented the Order from the County Court that states: "NOW THEREFORE, the Local Contract Review Board for Baker County hereby ORDERS that surplus property located at 2617 Grove Street be sold for \$87,500 and that the proceeds be used as matching funds for the Fair Board's Leo Adler Grant." (See attached document).

Andi Sexton, Grant Writer was unable to attend but did request the following be on the agenda. The minutes from the August 30, 2006 meeting state on page 1 Para 2 under New Exhibit Hall & Community Center: "**The commissioners expressed that there are no additional funds available to fund the project and they do not intend to seek out any State funding programs. Yet, certain property sales could be earmarked for the project (Lime Plant, Blue House Property, Corner Property of Campbell and Grove St.)**" In the month of April 2007 the county received a down payment on the Lime Plant in the amount of \$50,000. Andi asked the question as to whether or not this amount would be given to the Fair Board for the Exhibit Project.

Commissioner Carl Stiff was asked the money would in fact come to the Fair Board, he stated he did not know. Commissioner Stiff stated that the county owns a large lot on Walnut Street (property that was given to the city by the state and then turned over to the

county by the city) with an approximate value of \$100,000 and the county court suggested this property might be given to the Fair Board to sell and use the funds for the Old Armory Project.

After some discussion it was determined that Commissioner Stiff should advise the County Court that the Fair Board would accept this proposal.

BUDGET: The budget work papers were received from the county, after review it was determined that the proposed budget submitted by the Fair Board had not had any significant changes made. Budget hearings are scheduled for May 22nd and 23rd. A date and time for the Fair Board has not been scheduled as yet.

ELKHORN CLASSIC: Ron reported that Cassie Sullivan was progressing on the plans for the Elkhorn Classic and at this time there was nothing the Fair Board needed to do.

2007 FAIR: Ann reported that the sponsors letters for fair were mailed on May 1 and so far \$526.00 had been received. She also reported that this year Leo Adler Field would be opened for activities for the youth.

Halfway Fair contacted the fair office and inquired as to whether or not Baker County Fair Board would be interested in jointly sponsoring the Spirits of Baker County contest. The judging would be done at Barley Brown's the first part of August and winners would be posted at both fairs. By jointly sponsoring the contest it would be sanctioned by the National Home Brewers Association. Approval was given by the board to join with the Halfway fair for this contest.

Meeting adjourned at 7:15PM

Respectfully submitted

Ann Kniesel,
Interim Fair Manager