

**BAKER COUNTY FAIR BOARD  
Minutes of October 4, 2005  
Board Meeting**

**Members Present:** Chairman Ron Rowan, Vice Chair Dean Defrees, Mark Johnson, Bob Borgen, Ann Kniesel  
**Members Not Present:** & Rob Ellingson  
**Advisory Board Member:** Dan Peters  
**AB Members Not Present:** Cowan, Mary Ellen Anderson  
**Others in Attendance:** Jaxton (staff), OSU Livestock Advisor Cory Parson, Mike Ferguson, Reporter for Herald

**The Meeting was called:** 6:05 pm by Chairman Ron Rowan

**Approval of Minutes:** A motion was made by Ann and seconded by Dean to approve the minutes as submitted. The motion passed with all in favor. Note: Randy Newman has been contacted by Dean regarding signs for the new buildings.

**Armory Project:** The Mechanical and Electrical requests for Quotations have been returned. This evening's business review and rank the Electrical Quotations. It was recommended to hold the Quotations until tomorrow (Wed, October 5<sup>th</sup>) due to one contractor having documented said documents were not due until the 5<sup>th</sup>. Other quotes shall remain sealed. Open Electrical Quotations will have no bearing on the Mechanical, meaning, any data from Electrical not make the Mechanical bids any stronger. The Board agreed to reconvene the meeting at 5:00 pm October 5<sup>th</sup>, to review and rank the mechanical bids.

**Electrical Quotations:** Elk Electric and Baker Electric submitted quotations. The quotations were ranked as follows:

Two quotations were received by the deadline 2005 3:00 pm

**Bidders:**

- A. Baker Electric Services, Inc
- B. Elkhorn Electric Inc.

**Rankings (conducted by those board members present: Dean Defrees, Bob Borgen, Ron Rowan, Ann Kniesel. Abstained from voting).**

Baker Electric Services, Inc.		Elkhorn Electric, Inc.	
Item	Average	Item	Average
1	54	1	48
2	43	2	41
3	36	3	31
4	25	4	23
5	19	5	16
Total	176		159

A motion was made by Ann Kniesel and seconded by Dean Defrees to accept Baker Electric's quotation. The motion passed with all in favor, and with Mark Johnson abstaining from the vote.

Next Steps: Andi and Mark will submit the board's recommendation to the County Commissioner's at their special session tomorrow at 9:30 am.

**Old Armory - Issues:** Mark informed the board members that Jim Sawyers did the preliminary review of the project, and the building industry has gone through changes by switching from UBC code to IBC code. The impact to the project, is that the Old Armory building will need to be a Type 5 fully sprinkled building due to occupancy. This will raise costs by about \$30,000-\$50,000. Mark will talk to the local fire Marshall to see what options we have available. Additionally, due to recent national disasters, costs of materials have increased significantly.

**Leo Adler Field Agreement:** The Commissioners and Fair Board have signed the Leo Adler Field Agreement. The next step is for the Little League/Babe Ruth folks to sign.

**Lease Agreement Between OSU and Baker County:** The County Commissioners submitted the latest draft of the 'lease' agreement between OSU and the County for the Fair Board's review. The document was reviewed, and looks fine.

**Review of Sept. 28 Staff Report to Commissioners:** Andi and Mark attended the Sept. 28 County Commissioners meeting and presented the 2004/2005 Fiscal Year Accomplishments (copy of report distributed to all board members). Commissioners Stiff and Warner were in attendance. The report was well received, and will be attached to Andi's annual performance review and submitted to the County personnel department.

At the meeting, Commissioner Warner brought up discussion regarding the corner lot. Apparently, he is getting complaints regarding the empty lot's appearance and would like the Fair Board to begin the public meeting process of deciding what to do with the property. Andi reported she shared with the commissioner's the September 25<sup>th</sup> email from Lynne Burroughs of the Baker County Cultural Coalition Board and Eastern Oregon Regional Theatre who has been assigned the task of putting a coalition together to write a grant to help fund a scrolling marquee board at the property. The Fair Board said this topic would be discussed at the November board meeting.

#### **Staffing Plan:**

Andi will be changing her hours to 20 hours a week effective November first. A system will be developed with the Extension Office on how to have the calendar and room reservations covered during her absence. Cory Parson said his office would assist in any way possible, and recommends that a copy of the rental agreement and rates and Andi's procedures be given to the Extension Office.

#### **NEW BUSINESS**

**October 13<sup>th</sup> Leo Adler Board Meeting.** Chuck Hoffman and Norm Kolb will be coming to the Fairgrounds to meet with any Fair Board members to discuss the Old Armory project and conduct their 'due diligence' work for the Leo Adler Community Fund. Andi shared with the board Chuck's comment that the Leo board is expecting another grant application from the Fairboard, and that Andi informed him she was under the impression we could not submit another application for the same project and that an application was not submitted by the

October first deadline. It was recommended that Andi put together an outline of the project to-date, with what has been accomplished, what has been funded, and what is left to be funded. Board members Mark, Ron, Dean, Ann and Bob indicated that they would attend the 9:00 am meeting.

**There being no further business, Mark made the motion, and Ann seconded, to recess the meeting until 5:00 pm, October 5<sup>th</sup>. The motion passed with all in favor.**

October 5, 2005  
5:00 pm – Baker County Fair Board

Those in attendance: Dean Defrees, Ann Kniesel, Mark Johnson, Bob Borgen, Andi Sexton (staff) and Ron Rowan.

The meeting was reconvened by Dean Defrees at 5:10 pm.

The Mechanical Quotations were reviewed and ranked with the following occurring:

Two quotations were received by the October 5<sup>th</sup> 3:00 pm deadline

Bidders:

- A. Thews Sheet Metal
- B. Mark & Sons Refrigeration & Heating

Rankings (conducted by those board members present: Dean Defrees, Bob Borgen, Ron Rowan, Ann Kniesel. Mark Johnson abstained from voting).

<b>Thews Sheet Metal</b>		<b>Mark &amp; Sons Refrigeration &amp; Heating</b>		
Item	Average	Item	Average	
	1	60	1	43
	2	48	2	38
	3	38	3	36
	4	28	4	23
	5	20	5	15
Total		193	Total	154

**A motion was made by Dean Defrees and seconded by Ann Kniesel to accept the Thews Sheet Metal quotation. The motion passed with all in favor, and with Mark Johnson abstaining from the vote.**

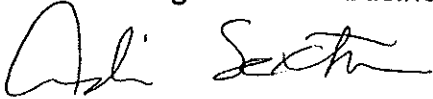
The next step is to present the results to the County Contract Review Board at their October 12, 2005 special session. Mark will notify the contractors of the results, and a meeting will be scheduled for board members, the electrical contractor and mechanical contractor to go over project tasks, funding availability, timelines and any other project details needing discussion.

**Financial Reports:**

**A motion was made by Dean and seconded by Ann to approve the financial reports and bills as submitted. The motion passed with all in favor.**

Next Meeting Date: November 2<sup>nd</sup> at 5:00 pm. The meeting will be held to 1 hour, and then all that can attend will go to Barley Brown's for a special 'Giving Thanks' dinner.

There being no further business, the meeting was adjourned at 6:10 pm.

A handwritten signature in black ink, appearing to read "Andi Sexton". The signature is written in a cursive style with a large initial "A".

Respectfully submitted,  
Andi Sexton, Fair Grounds Manager