

MINUTES FROM THE YAMHILL COUNTY FAIRBOARD
monthly meeting held in the Rodeo Show Office at the YC Fairgrounds
at 6:30 PM, February 11, 2015

The meeting was called to order at 6:33 PM by Chairman Gary Wertz. In further attendance were board members Don Parrish, Leslie Lewis, Reg McShane and Joe Sharp. Also in attendance was fair manager Al Westhoff, office manager Lana Drew, County Counsel Christian Boenisch, Commissioner Stan Primovich and County Administrator Laura Tschabold. Portland Karting Association was represented by Mark Reece.

PUBLIC COMMENT

Jo Carol Spiller, a boarder at the fairgrounds, presented a written statement and request regarding consideration of their boarding situation. The board considered the request and granted the Spiller's permission to keep their stalls unoccupied, with the exception of the tack stall, during the OHSET season without charge due to their moving their horse to a location where the horse may be ridden on the weekends (due to OHSET and shows making the weekends unavailable.) Should the need arise, due to all other stalls being occupied, the Spiller's will resume the monthly fee.

PREVIOUS MINUTES

The previous minutes from January were reviewed. Leslie Lewis moved to accept the minutes as presented; Joe Sharp seconded and the motion was carried.

FINANCIAL REPORTS

Leslie Lewis, as a member of the board finance committee, presented the StateYam Report with notations of needed JE's. The budget is in the black and remaining ahead for the year. Joe Sharp, as a member of the board finance committee, presented the A/P and A/R reports as prepared by office staff. Lana explained the situation with Jessica Yoder, a boarder with an outstanding balance; Christian will speak with Lana in more detail later. The board would like the A/R report to reflect the accounts aging; Lana will work on those. She is still waiting for access and training to run the A/R through the county finance system. Joe Sharp moved to accept the reports as presented; Reg McShane seconded and the motion was carried.

Al Westhoff presented the proposed budget for the 15-16 FY. Reg MsShane moved to approve the budget as presented with special notice to the wage increase for office manager Lana Drew (from \$14/hr to \$15 hr.) and the correction to move \$28,609 to code 362.14; Joe Sharp seconded the motion carried.

Reg McShane moved to approve 40 hrs vacation for Lana's first year of employment and 80 hrs for the second and third years of employment; Don Parrish seconded and the motion passed.

OPERATIONS REPORTS

PKA –

- **Mark Reece requested trustee help as well as the use of the tractor for PKA’s annual clean-up day on March 14th. The unanimously granted both requests to the extent it does not interfere with event schedules.**

Mark also reported that PKA representatives met with the McMinnville Police Department regarding noise regulation in light of the added apartments across the street. They were told that the handling of noise complaints is at the discretion of the officer responding with no clear definitions in writing or practice.

Youth –

- **Reg McShane suggested a copy of the letter the fair received regarding Rite-Way meat processors be sent to the investigative department of the Newberg Police Department. The board was in agreement and instructed Lana to follow through.**

At 7:12 pm Joe Sharp moved to go into executive session; Reg McShane seconded and the motion passed. County Counsel Christian Boenisch read the public notice and all visitors left the meeting room.

At 8:11 pm the executive session closed and the March 6, 2015 fair board meeting reconvened.

OPERATIONS REPORTS (continued)

Manager’s Report –

- **Al Westhoff reported that he and Don Parrish met with representatives from two local church groups that are interested in providing the parking and admissions teams for the 2015 fair. It is the recommendation of both Al and Don that the group from St. James Catholic church be given this position. Reg McShane moved to accept that recommendation and authorize Al to proceed with the agreement; Joe Sharp seconded and the motion passed.**
- **In years past we have had the Haworth Family Shows providing our carnival however they have sold out to Rainer Amusements. Al met with the new owners Al Blodgett, the manager of the Newberg Old Fashioned Festival, and they came up with a routing plan that will benefit all. It is Al’s suggestion we proceed with contracting with Rainer Amusements; the board was in complete agreement. Fair carnival wrist band passes will be \$20 in advance and \$30 at the fair. All other pricing remains the same.**
- **Youth exhibitors’ passes will be on sale up until closing day for all advance purchases rather than for a limited window of time in the middle of July. It is hoped this will increase the advanced carnival wristband sales as well as making it more available to the youth exhibitors and their families.**
- **99 West will be opening for Joe Nichols on Thursday and Melody Guy will be opening for Aaron Tippin.**

- We have new camp coordinators, Kristel Holveck and Debbie Poe. They have both worked closely with April in the past and are very familiar with what is needed.
- Al suggested giving office manager Lana Drew a bonus of \$1250 due to her not being paid for any holidays in 2014. Leslie Lewis moved to proceed as suggested; Don Parrish seconded and the motion passed.

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OLD BUSINESS

No old business presented.

NEW BUSINESS

Newly Added Business –

- Being that the manure is no longer being hauled off it was decided that the rule regarding 'no hay or straw' be removed from the boarders rules.
- There has been continual disregard for the rules regarding gaming in the arena during open ride times so the board unanimously decided there would be no gaming or the use of obstacles in the arenas except during rental times.
- Don Parrish inquired about the procedure for money handling this year since he is now a member of the board. It was confirmed that there will continue to be 2 people for money pick-up and counting and that Don may continue to be one of those.

As there was no further business Joe Sharp moved to adjourn the meeting; Leslie Lewis seconded and the meeting was adjourned at 8:43 pm.

Minutes submitted by Lana Drew.