

Boundary County Fair Board Members
Ken Goggia, Chairman
Stacie Watts, Vice-Chairman
Glenda Poston
Bert Wood
Dave Wenk



Boundary County Fair Board
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2023 MINUTES of Fair Board Meeting
Monday, May 8 @ 6:30 PM
Boundary County Fair Board Room

Public Hearing: called to order at 6:30 p.m. Motion to approve a Wi-Fi fee of \$10 per person per day.
(see proceedings at the end of the Minutes)

Call to Order of the Monthly Board Meeting– 6:37 p.m.

In Attendance: Stacie Watts, Glenda Poston, Bert Wood, Dave Wenk, Jodi Stoddard, Paula Burt, Chris Sabin
(came at 7:00)

Guests:

Liz Wood: 4-H had their demonstration contest and FFA had their awards night and did well.

Ralph Byquist: Came to share his concern about returning to his previous spot as a vendor.

April 10, 2023 Minutes approval Dave Wenk made a motion to accept the minutes. The motion was seconded by Glenda Poston. Motion passed.

Maintenance/Administrator/Fair Reports

Chris: Maintenance Report - Talked about adding hand-rails to the bleachers. Jodi will order one of each style needed and she and Chris will check to see if they fit properly prior to ordering enough to take care of the project.

Jodi: Admin Report – What is our minimum hiring age? The board agreed to leave it at 14 and over. Jodi asked about going forward with an Audit. Glenda suggested that we see if Debbie Youngwirth would do an audit review, and then get on a 2 to 3 year cycle depending on the recommendation from Debbie. Give a copy to the Commissioners once the review is finished. Parks & Rec – let them know that ‘yes’ they are good to use our extra cameras if they pay to lay the cable and install them.

Paula: Fair Report – Paula has been working on putting the AD’s in the fair book, and on the final things to get the book done. The board decided to go ahead with a pie eating contest, and ask people to pre-register. She is still working on getting approval from the fire department to be able to block off the road for the corn-hole contest, concert, etc. The ribbon order will be ready to place on Friday. Jodi will call Glenda to get the credit card. The hotel rooms are booked at Dodge Peak Lodge. They would like a check. Board suggests we give a 50% deposit with an agreement for a cancellation date. Paula asked about getting hats with just our BC Fair logo on them in addition to the fair shirts. Board said they’d think about it.

Facilities, Expense/Budget worksheet– Motion to approve the bills and payroll in the amount of \$4,564.34 was made by Glenda Poston and seconded by Dave Wenk. Motion carried.

- Bills Paid \$ 2,436.79
- Payroll \$ 2,127.55 (Total Bills & Payroll \$ 4,564.34)
- Capital Expenditures \$ 0
- Rental Security Refunds \$ 301.50

Income Report \$ 3,540.35

Checking/Savings Account Balances as of April 30, 2023

- Checking \$ 66,193.32
- Savings \$ 169,637.28

Old Business –

- Discussion about defining which organizations get a free fair booth and if those free booths should be moved to the lawn. In 2022 a total of eighteen booths received a free booth. The consensus was to refer to what is written on the back of the current Fair Booth Rental Agreement: “BC School District, 4-H/FFA, Public Health and Fire/Law Enforcement agencies”.
- Ralph Byquist. He stated that they had not left the grease unattended two years ago, and that they didn't understand why they couldn't be in the fair. Then he left the meeting. A discussion was had by the board later in the meeting and Dave motioned that Jodi send him a letter stating that he is invited to return to a Pavilion booth for the 2023 fair year with the condition that he not leave their booth unattended. Include an application for the Food Vendor Pavilion fees. Motion was seconded by Glenda Poston. Motion carried.
- Job descriptions review. The list of the duties for the Fairgrounds Administrator, Fair Manager, and Maintenance Manager was discussed. A few changes will be noted, and will be put as an action item for the June meeting.

New Business –

- 2023, November 8-10 Fair Convention will be in Coeur d'Alene in November. Approve funds to attend? No price information is available yet. Table this for June.
- Add more electricity access from grandstand to end of fence. The estimate from Boundary Electric was reviewed and Dave Wenk made a motion to accept the bid from Boundary Electric for \$4,417.34 from our Capitol Expense account. Seconded by Bert. Motion carried.
- Approve purchase of handrails for grandstand bleachers. Dave motioned that we purchase one of each style to check them out. Glenda seconded. Motion carried.
- Discuss raising the hourly fee for cleaning fees to be deducted from a facility renters deposit. Add it to the form and make as an action item for next month.
- Which categories of Open Class Awards does the board want to sponsor for 2023? (2022 was \$10 each for Largest Berries, Best Potholder/Placemat, Best Eggs, Fair-themed Cake, Yeast Rolls, Unusual Freeze-dried, Mixed Media Art, Non-Lego Construction, Best Senior Craft/Hobby, Best Glass Project,/\$100 ttl) Glenda motioned that we up the awards to \$250 x 25 awards @\$10 each. Bert seconded the motion. Motion carried. Paula will choose the categories.
- BUDGET 2023/2024 - Motion to increase the budget request by 3% was made by Bert Wood, and seconded by Glenda Poston. Jodi will send our request into the Clerk's Office. Glenda suggests that we review and plan the budget for next year starting in June and July.
- Horse Barn – Stacie went out and measured to see how many stalls it could hold. The inside could be gutted. A standard stall is 8x12. Nine 10x10 stalls on each side will fit (for a total of 18 stalls) and will still leave room for an area to set up tables. The walls would likely need to be lined with plywood and then have portable stalls put in. Stacie will coordinate with a barn company on the portable stalls and what would be needed to get the building ready on the inside. When it goes out for bid, we want to redo the roof and the walls, and do something with the doors. Stacie will get needed specs from the barn company so we can add those specs to the bid outline. We will discuss this further at the June board meeting.
- Jodi will order a new tarp for the poultry palace
- Eagle Peak Containers have 50-gallon containers to use as extra garbage cans. They may give them to us for free. Chris will check it out.
- We are getting a truck transferred to the Fairgrounds from Road and Bridge. We just need to get new plates for it.

Adjourn: Motion to adjourn was made by Glenda Poston at 8:25 p.m., seconded by Bert Wood.

The next Board Meeting will be on June 12 at 6:30 PM.

CHAIRMAN'S SCRIPT FOR CONDUCT OF PUBLIC HEARINGS

BEFORE WE BEGIN, I WILL BRIEFLY REVIEW THE PROCEDURE WE WILL FOLLOW FOR THIS PUBLIC HEARING.

Called to order at 6:30 p.m. Monday May 8, 2023 by Stacie Watts, Vice-chair of the Boundary County Fair Board.

PLEASE REMEMBER, THIS IS AN OFFICIAL PROCEEDING PRESCRIBED BY IDAHO CODE 74-203. THIS PROCEEDING IS TAPED AS PART OF THE OFFICIAL PUBLIC RECORD; WE ASK THAT EACH SPEAKER STATE YOUR NAME AND PLACE OF RESIDENCE BEFORE GIVING TESTIMONY.

THE HEARING WILL BEGIN WITH A STAFF REPORT DESCRIBING THE PROPOSAL.

THEN THE FLOOR WILL BE OPENED TO ALLOW COMMENTS FROM MEMBERS OF THE PUBLIC: FIRST, FROM THOSE WHO ARE IN FAVOR OF THE PROPOSAL, NEXT FROM THOSE WHO ARE NEITHER IN FAVOR OF OR OPPOSED TO THE PROPOSAL, AND FINALLY FROM THOSE WHO ARE OPPOSED TO THE PROPOSAL. AFTER EACH PERSON SPEAKS, MEMBERS MAY ASK QUESTIONS OF THAT SPEAKER.

AFTER EACH MEMBER OF THE PUBLIC HAS HAD THE CHANCE TO SPEAK, THE APPLICANT WILL BE ALLOWED TO MAKE A CLOSING STATEMENT TO REBUT ANY CONCERNS, ANSWER ANY QUESTIONS OR CLARIFY THE PROPOSAL. AGAIN, MEMBERS MAY ASK QUESTIONS.

ONCE THIS PROCESS IS CONCLUDED, I WILL CLOSE THE HEARING AND NO FURTHER TESTIMONY WILL BE TAKEN. AT THIS TIME, THE FAIR BOARD MEMBERS WILL DISCUSS THE PROPOSAL AND WORK TOWARD REACHING A DECISION.

ARE THERE ANY QUESTIONS ON PROCEDURE? No questions were voiced.

CHAIRMAN'S PROCEDURE GUIDE

I NOW OPEN THE PUBLIC HEARING FOR THE BOUNDARY COUNTY FAIR BOARD TO CONSIDER CHARGING A FEE TO INDIVIDUALS FOR USE OF THE RECENTLY INSTALLED FAIRGROUNDS Wi-Fi & INTERNET

THIS IS A PROPOSAL UPON WHICH THE BOUNDARY COUNTY FAIRBOARD WILL RENDER A DECISION. PRESENT ARE Board Members: Stacie Watts, Dave Wenk, Bert Wood, Glenda Poston, Staff: Jodi Stoddard, Paula Burt, Guests: Ralph Byquist and Liz Wood.

IS THERE A MEMBER OF THE COMMISSION WHO HAS A CONFLICT OF INTEREST AND CANNOT PARTICIPATE IN THIS HEARING? ... IF SO, PLEASE STEP DOWN. NONE

THE APPLICANT WILL NOW PROVIDE AN OPENING STATEMENT. Statement was read by the Vice-Chair.

ARE THERE ANY QUESTIONS FROM MEMBERS? NONE

I NOW OPEN THIS HEARING TO PUBLIC TESTIMONY ... PLEASE STATE YOUR NAME AND PLACE OF RESIDENCE FOR THE RECORD. IF YOU HAVE WRITTEN MATERIAL ... PLEASE READ IT INTO THE RECORD AND PRESENT IT TO BOARD SECRETARY.

IS THERE ANYONE PRESENT WHO WOULD LIKE TO SPEAK IN FAVOR OF THIS APPLICATION? NONE

IS THERE ANYONE WHO IS UNCOMMITTED ON THIS PROPOSAL AND WOULD LIKE TO SPEAK?

NONE

IS THERE ANYONE PRESENT WHO WOULD LIKE TO SPEAK IN OPPOSITION TO THIS APPLICATION? NONE

(AFTER EACH PERSON SPEAKS, ASK IF THERE ARE QUESTIONS FROM MEMBERS.)

(BOARD MEMBERS can give a closing statement and/or make sure there are no additional comments) IF

THERE ARE NO FURTHER COMMENTS, I WILL CLOSE THIS HEARING TO ADDITIONAL TESTIMONY AND CALL FOR DISCUSSION AMONG MEMBERS. NONE

THERE BEING NO FURTHER DISCUSSION, I CALL FOR A MOTION.

Glenda Poston made a MOTION TO CHARGE UP TO \$10 PER DAY PER INDIVIDUAL, INCLUDING SALES TAX, FOR USE OF THE INTERNET WHEN SAID INDIVIDUAL(S) ARE PATRONS OF THE FAIR OR OF AN EVENT ON THE FAIRGROUNDS ... Bert Wood seconded the motion.? Motion carried

WE HAVE A MOTION AND A SECOND, IS THERE ANY DISCUSSION ON THIS MOTION? NONE

THERE BEING NO FURTHER DISCUSSION ON THE MOTION, I CALL FOR A VOTE. WE HAVE A VOTE OF 4 IN FAVOR 0 AGAINST; ...Motion carries.

Board Minutes Approval Signatures:

Kenneth Goggia (Ken Goggia - Vice - Chairman) 6/12/23 (date)

Jodi Stoddard (Jodi Stoddard - Board Secretary) 6/9/23 (date)