

## **Morton County Fair Board Minutes**

**May 21, 2024**

**7:00 pm Morton County Fairgrounds**

Meeting called to order at 7:00 on pm central time by board President Shawn Feiring.

**Directors presented:** Peggy Brandt, Nathan Boehm, Kristine Koeplin, Mark Isaacs, Barry Schulz, Shawn Feiring, Robert Boehm, Thomas Friesz, Melissa Plesuk and Annie Gartner

**Associate Members presented:** Amanda Noel and Trina Gress

**Guest:** Patrick Martin- Morton County Emergency Management, Jon Pumphrey Elite Security Solutions, Margo Kunz- 4-H Council and Don Lafleur- MCFA Accountant.

Patrick Martin- He would like emergency response plans for Country Fest submitted 60 days ahead of the event. Will have a meeting the end of June with all responding agencies, Country Fest, Law Enforcement and Morton County Emergency Management. This winter would like to do table top exercises with Country Fest and all responding agencies.

Jon Pumphrey- Discussed updated Morton County Fair Rules and Regulations that Annie and him have been working on, trespassing notice was discussed, Nathan and Annie will be the point persons on these to sign. Explained the revised scope of practice on the price quote, ESS static post and secondary services. They will set up in the main tent east of the concession building, would like to park near this spot and the use of a side by side again. Last thing that was discussed was alcohol consumption and what they can do on their end and how they will work with law enforcement on this matter.

**Custodial Report:** no report

**Additions/Approval of Agenda:** Nathan moved to approve agenda, Peggy 2<sup>nd</sup> motion passed

**Secretary's Report:** Barry made the motion to approve the minutes, Kristine 2<sup>nd</sup>, motion passed.

**Treasurer's Report:** In the checking \$62,532.01, savings account \$35,632.31 and in the secondary account \$500.00 and loan balance is \$295,000.00. Revenue was \$2,525.00 facility rentals, \$265.00 Commercial Exhibits, \$300.00 Food Vendors, \$7,495.00 in sponsorships for a total of \$10,585.00. Melissa made the motion to approve the treasurer's report, Peggy 2<sup>nd</sup>, motion passed.

**4-H Report:** no report

**Bills to pay:** Barry made the motion to reimburse Robert Boehm for the amount of the owl equipment and lap top, Nathan 2<sup>nd</sup>, Roll call vote; Thomas-yes, Shawn-yes, Nathan-yes, Peggy-yes, Barry-yes, Melissa-yes, Mark-yes, Kristine-yes, Robert-yes, and Annie-yes, motion passed unanimously.

### Old Business:

#### **Committee Reports:**

**Amusement & Youth Activities:** Games Galore- for 2 days of inflatables is \$7,803.26, hours would be Friday 10am to 8:00pm and Saturday 10am to 8:00pm. Discussion followed, Barry made the motion to go with Games Galore, Nathan 2<sup>nd</sup>, Roll call vote; Robert-yes, Thomas-yes, Shawn-yes, Nathan-yes, Peggy-yes, Barry-yes, Melissa-yes, Mark-yes, Kristine-yes and Annie-yes, motion passed unanimously.

Waiting for the contract on the rock wall, end of June. The price will be around \$1500.00 range.

Theo of Art School will be coming out, both Friday and Saturday 10-5pm each day at \$35.00 an hour. Robert moved to go with Theo of Art School for Friday and Saturday at \$35.00 an hour, Mark 2<sup>nd</sup> Roll call vote; Robert-yes, Thomas-yes, Shawn-yes, Nathan-yes, Peggy-yes, Barry-yes, Melissa-yes, Mark-yes, Kristine-yes, and Annie-yes, motion passed unanimously.

Ax throwing Friday and Saturday 5-9pm both nights, minimum age of 16, cost will be \$1150.00. Barry moved to have ax throwing 5pm-9pm both Friday and Saturday for \$1150.00, Nathan 2<sup>nd</sup> Roll call vote; Thomas-yes, Robert-yes, Shawn-yes, Nathan-yes, Peggy-yes, Barry-yes, Melissa-yes, Mark-yes, Kristine-yes and Annie-yes, motion passed unanimously.

Melissa will get gift bags together for Daycare Day. Have not heard back from any of the corn hole places.

**Beer Garden:** Received 3 bids for the beer gardens:

- 1) Venue 25: they retain 82% and MCFA receives 18% of total sales redeemed.
- 2) Silver Dollar Bar: They retain 65% and MCFA receives 35% of total sales redeemed.
- 3) Bullpen bar & Grill: They retain 88% and MCFA receives 12% of total sales redeemed.

Recommendation from the Committee is Bid #2, Robert made the motion to go with Silver Dollar Bar from Mandan, ND for the 2024 Beer Garden, Peggy 2<sup>nd</sup>, motion passed.

**Camping:** Open online registrations for camping will open on June 16, 2024 at 8:00pm. Committee gathered a list of fair board members who need camping spots.

**Capital Improvements & Facility Maintenance:** Received 2 bids from Sims Valley, LLC;

- 1) Was to install drain field chambers all the way around both wash racks and install fabric and gravel to help reduce mud around them. North rack will get a new drain pipe across north parking lot to cow road ditch, south rack will go to culvert south to exhibit building. Total cost \$19,581.50
- 2) Was to replace culvert from south side of static exhibit building to SE corner of grounds. Total cost \$12,399.00.

Mark made the motion to authorize Sims Valley, LLC for bid #1 for total cost of \$19,581.50. has to be completed before the fair, Melissa 2<sup>nd</sup>, Roll call vote; Robert-yes, Thomas-yes, Shawn-yes, Nathan-yes, Peggy-yes, Barry-yes, Melissa-yes, Mark-yes, Kristine-yes, and Annie-yes, motion passed unanimously.

Shawn had all bleachers repaired and moved onto the track. He will take care of the furnace filter in the concession building.

**Country Fest:** Peggy handed out a Mass Gathering Security Planning tool for Country Fest for us to review.

**Gate & Parking:** Nathan has the schedule put together, starting to get volunteers for 2024 fair.

**Music & Small Acts:** Robert said the speakers are hung in the entertainment building, mic jacks are installed.

**Public Relations & Advertising:** Discussion was on the number of books going to print, decided to print 1500 books. Kristine will get a price quote from United Printing. New Salem Journal will not be doing any of our printing of posters, etc. as business is being sold. Kristine will check with United Printing who does our books. Printing needs need to be submitted by email by June 10<sup>th</sup> to the committee. Committee will look at banners that need replacing from last year's storm.

**Rodeo/Draft Horse Competition:** Committee is working on the ranch rodeo.

**Power Pull:** no report

**Competitive Events/Awards:** Committee needs to go thru ribbons to see if there is anything that needs to be ordered.

**Commercial Exhibits/Concessions/Vendors:** Dee's Doughnuts from Minot is coming, they do gluten free mini doughnuts, corn dogs and other food items.

**Security:** Robert made the motion to go with Elite Security Solutions out of Fargo for \$11,870.00, Peggy 2<sup>nd</sup>, roll call vote; Thomas-yes, Robert-yes, Shawn-yes, Nathan-yes, Peggy-yes, Barry-yes, Melissa-yes, Mark-yes, Kristine-yes and Annie-yes, motion passed unanimously.

**Emergency Manual:** Annie went thru changes and corrections, copies will be sent to Morton County Emergency Management Patrick Martin and to Morton County Sheriff's office Kyle Kirchmeier.

**Budget:** Don went thru the revenue that fair receives and compared it to the expenses that we budgeted for. Discussion on ways to add additional revenue and ways to trim the budget. Don will present budget on June 25<sup>th</sup> to County Commissioners, meeting is at 5:30pm. He will put a narrative together explaining why we need an increase and will present it at our next board meeting.

**Hotel Rooms:** Let Annie know by June 18<sup>th</sup> if rooms are needed.

**New Business:**

**Park Board Lease:** Lease was presented to the board, Barry moved to pay our lease with the New Salem Park Board for \$500.00 with one correction, Mark 2<sup>nd</sup>, roll call vote; Robert-yes, Thomas-yes, Shawn-yes, Kristine-yes, Mark-yes, Melissa-yes, Barry-yes, Nathan-yes, Peggy-yes, and Annie-yes, motion passed unanimously.

**Emergency Access:** Country Fest wants to use the gates on North Parking Lot for emergency access only, Robert said Park Board has no problem and Fair Board has no problem.

Melissa asked the board if she could use the refrigerated trailer for their upcoming wedding June 13-16<sup>th</sup>, Nathan made the motion to allow them to use the trailer, Kristine 2<sup>nd</sup>, motion passed.

**Next meeting:** June 18, 2024 at 7:00pm at the Morton County Fairgrounds in New Salem.

Mark made the motion to adjourn, Nathan 2<sup>nd</sup> motion passed. Meeting was adjourned at 9:56pm central time.

Annie Barker  
MCF Secretary  
6-18-24