

DELAWARE COUNTY AGRICULTURAL SOCIETY  
BOARD MEETING  
March 20, 2018

ATTENDANCE

Present – Pat Allen, Jackie Colflesh, Mike Harter, Don Howard, Dan Huffman, Joe McLead, Larry Moreland, Pat Paykoff, Tiffany Rankin, Frank Reinhard, Aaron Roll, Tom Roll, Colleen Smith, Chip Thomson, P.J. Terry, Benjamin Wenner, Diane Winters, Tom Wright and Laryssa Hook (Ex-Officio).

Absent –

General Manager/Secretary – Sandy Kuhn

GUESTS

Carter Johnson, T. Thomson and Denise Martin.

CALL TO ORDER

Don Howard, President, called the meeting to order. The Pledge and roll call were done.

PUBLIC COMMENT

Carter Johnson introduced himself and told what his responsibilities have been at the fair – sound and WDLR stage line up. When Denise Martin arrived, she introduced herself and said she was running for State Representative for the 67<sup>th</sup> District. She said any board member could get in touch with her for coffee to discuss issues they think need addressed by legislators.

MINUTES

Aaron Roll moved and Jackie Colflesh second the motion to approve the February 20, 2018 board minutes. Motion carried. Pat Paykoff and P.J. Terry abstained from voting. Tom Roll moved and Diane Winters second the motion to approve the February 27, 2018 special board meeting minutes. Motion carried. P.J. Terry abstained from voting.

PRESIDENT’S REPORT (Full report included in board folder.)

Don Howard reported on the following topics: we will be moving into Executive Session later to discuss a legal matter; taxation on the Perfect Barn – Sandy Kuhn will discuss next steps to find documentation needed for the tax examiner; the city will not give us the go ahead for other major projects until we get the Junior Fair Building approved for permitting; the covered horse arena is currently on hold until we get Junior Fair Building permitted; Don had Frank Reinhard update the board on the Delaware Finance Authority and how it works projects; his attendance at a meeting regarding electricity use and cost held by Farm Bureau on March 3 at Harrison County with discussion on options for lowering electric costs; and he made a reminder to keep Sandy Kuhn informed on activities happening on the fairgrounds as she has overall responsibility for safety and security on the grounds.

SPONSORSHIP REPORT UPDATE

T. Thomson gave a sponsorship report. He included: Anheuser Busch’s 2018 agreement is in the works; Dechra has signed a three year agreement; he visited Cool Winds Farm and they will be added as a new sponsor; he is working with CAT Ohio on a possible trade for the use of the generator; he is working on a new sponsorship with Washington Auto Parts; he is working with Ohio State School of Veterinary Medicine as they would like a display back by the barns fair week; and he attended the USTA Board and Ohio Racing Commission meetings.

SECRETARY’S REPORT

General Manager, Sandy Kuhn discussed her activities since the last meeting which included: finalizing a off fair vendor contract; attending the Delaware Partnership meeting; meeting with Chris Welker and hiring him to run the money room; meeting with Hayley Beck on doing the Exhibitor and Fair books; attending committee meetings; meeting with Soil and Water Conservation District staff on their fair display and their farm tour in

August; attended the State of the County; she added Nationwide Children's Hospital as a Sponsor of the Day and thanks to the help of Kip Milhoan enhancing Ohio Health/Grady's sponsorship to include Jug Day and co-sponsor of the fireworks; coordinating volunteer days with Domtar for May 7 and Scott Cubberly for May 12; and meeting with Pepsi to get new pop machines installed and working on an agreement with them.

#### TREASURER'S REPORT

Treasurer, Dan Huffman gave the report. He reviewed the balance sheet, accounts receivable and accounts payable reports. He reported that we are \$20,000 behind last year on ticket sales but there is no need to worry as the ticket invoices went out 10 days later than last year. Ticket deadline for payment is May 1, 2018.

Tom Wright moved to accept the treasurer's report. P.J. Terry second and motion carried.

#### PERSONNEL COMMITTEE

Tiffany Rankin reported that the committee did not meet. She reported that an ad will go in the paper the following week to find an office clerk for the May to October time period. It was discussed when we would ramp up on the grounds crew and it is all weather dependent but we will probably start adding people soon.

#### EXECUTIVE COMMITTEE

Don Howard reported that an Executive Committee meeting was held March 20 before the regular board meeting. He reported that an executive session would be needed to discuss legal matters.

#### BUDGET & FINANCE

Dan Huffman reported that the new credit card machines are up and running.

#### AGRICULTURAL/EXHIBITS/EDUCATION/FAC COMMITTEE

Aaron Roll reported on the meeting held March 3. He said there are two new department heads in open class and they are very excited about increasing entries and enhancing the displays this year. Diane Winters reported that a meeting was held at the fair office to review and revise the open class produce pages in the exhibitor's book.

Benjamin Wenner brought up changing the rule in poultry so that a junior fair exhibitor can show both chickens and turkeys. Currently they can only show one or the other. They would still only be able to send one animal through the sale. Aaron Roll moved that we allow this rule change. Jackie Colflesh second and motion carried.

#### COMMUNITY/MEDIA/MEDIA/ADVERTISING COMMITTEE

No report.

#### SECURITY/MEDICAL/EMPLOYMENT TRAILER/GATES COMMITTEE

Jackie Colflesh reported that the committee did not meet but that her and Mike Harter met and discussed fair security and started to develop a plan of action.

#### MOTOR SPORTS COMMITTEE

Larry Moreland reported that the committee met March 1. Discussion was held on the possibility of hosting a two day demolition derby but it was put on hold until sponsors to cover the cost were identified and secured. He reported that the motor sports events held during the fair on Saturday and Sunday would start at 5 p.m. and events held on week days would start at 7 p.m.

#### FACILITY/FACILITY PLANNING

Larry Moreland presented the facilities committee budget for the 2017-2018 fiscal year. The facilities general budget is \$432,750 for the year with an additional proposed \$44,400 for new equipment. Total budget is \$477,150. P.J. Terry moved to accept the budget, Benjamin Wenner second and motion carried.

Larry Moreland also discussed the leasing of the Mounted Deputy Building and installing a propane wall heater in the garage area so maintenance staff could work on equipment. There is a problem with the sewer system coming

out of the Delaware Area Career Center barn and classroom trailers and they have gotten estimates on getting it fixed. They are claiming our part of the cost would be almost \$3,000. It was decided that additional information is needed before making any decision and Larry will set up a meeting to get this information. The roofs on the Jug and Juliette need replaced. The estimate that Mike's Roofing provided probably needs updated as it has been awhile since it was submitted. It was reported that Perry Beechy also wanted to submit a bid. It was decided to hold off on tearing down Barn A until it was determined if it might be needed to hold horses as we build new barns in the future. The equipment auction will stay where it is and not be moved to the east lot. They will need to be reminded to park equipment away from the jog track so as not to interfere with the horses. There is still discussion on widening the jog track. We will be keeping the stove top in the log cabin. Larry Moreland also reported that the cabin doors will be installed soon. Jed Alexander will work with Ballinger's to get the installation completed.

Joe McLead requested a list be compiled of the top five money makers on the fairgrounds.

Discussion was held on what to do with the bleachers in the stadium. A plan is needed soon to reach out to those who have seats there with their options on seating for this year's races. Sandy Kuhn will get pricing on the rental of portable bleachers and send the information to the Facilities Committee. Dan Huffman recommended she call Bleachers on Demand.

### RACING

Tom Wright had no report but said there will be a Racing Committee meeting April 9 at 6 p.m. at the Log Cabin.

### SPONSORSHIP

T. Thomson gave his report earlier in the meeting. P.J. Terry reported that he will be meeting with Sandy Kuhn soon to discuss the committee's goals and plans for 2018.

### HOSPITALITY/ENTERTAINMENT/SPECIAL EVENTS

**All Horse Parade** – Diane Winters reported the parade will be held September 9 and she is working on sponsors.

**Wall of Fame** – No report.

**Veterans** – Sandy Kuhn reported that the County Commissioners have asked the Agricultural Society to work through the Veteran's Services office for funding for the 2018 Forever Grateful Veteran's Dinner. Sandy has reached out to them with a request for \$6,000 to cover meals for the dinner. Their board meets next week and will be back in touch. Diane Winters reported that she has done some work on getting sponsors for the dinner and has contacted Hal Clase at All Occasions and he has said he will keep the meal price the same as last year.

**Fair Book** – Sandy Kuhn reported the Exhibitor Book updates are due at the April FAC meeting. Laryssa Hook reported that the junior fair committees are finishing their updates and will have them to her and Jacci Smith soon and they will get them to Sandy if they haven't already.

### BED TAX COMMITTEE (Full report included in board folder.)

Pat Paykoff provided an update from the recent meeting with the city. Kyle Weber, Tony Eyerman and Pat Paykoff met with city officials to discuss the plans that Tony and Kyle submitted to the city

Pat Paykoff gave a report on the Bed Tax Committee meeting held March 8, 2018. . Pat explained the need for a co-chair of the bed tax committee and Tom Wright was appointed to such position. Paykoff reported that Kyle Weber presented the new proposal from Kleinger's. He reported that Phase I projects have been completed. Phase II proposal includes: Surveying Services - alley vacation, lot combination and easements if required; and Engineering Services – preliminary-final development plan, civil construction drawings, landscape architecture support services, site civil bidding and construction administration, and record set of construction drawings. Frank Reinhard moved to approve Kleinger's Building Phase II at a cost of \$45,810. Colleen Smith second and motion carried.

Pat Paykoff reported that Tony Eyerman presented the three phases he would be submitting proposals for. Phase I is the Ag Center and surrounding land which has already been approved. Phase II is to finish the comprehensive plan that Tran Systems started and Phase III is the rezoning of the fairgrounds as a planned development. Tony thought he could do the Phase II part for an additional \$2,000. Tom Roll moved to approve Tony Eyerman's Phase II proposal. Jackie Colflesh second and motion was approved.

Pat discussed some concern with the architect work being completed thus far on the Ag. Center building. He suggested sharing the current plans with another architect, Scott Harper, to finish off the plans, noting that this would be an add-on to the current plans, not starting over. Tom Roll moved and Colleen Smith second a motion to pay up to \$2,000 to Scott Harper to work on finalizing a building plan to bring to the board. Motion carried.

Pat Paykoff reported that the committee had a short discussion on the horse barns in the track area. Was decided to begin discussion of the location, look, and design of the structure. Tom Wright committed to take the initial lead and solicit input from the horseman regarding what is needed for a functional horse barn.

Dan Huffman and Pat Allen will move forward with finalizing electrical drawings for the grandstand.

Pat Paykoff reported that no one can find the lease that allows the Delaware County Agricultural Society the use of the fairgrounds. Pat Paykoff discussed this with Jeff Benton and proposed a 99 year lease for a minimal amount of money. More information to follow on this matter.

It was reported that the County Commissioners would also have to sign off on the rezoning classification of the fairgrounds when we get to that point.

It was discussed that some type of communication is needed to keep the public informed of what is going on with the bed tax projects.

Don Howard reported that Sandy Kuhn would be getting bids to replace the windows in the Coliseum.

#### TICKET/PRICING

Pat Allen reported that the Committee had met March 6. Pat Allen moved to eliminate the \$5 parking fee and raise the admission fee to \$20 per person on Jug Day only starting with the 2018 Fair. Tom Roll second the motion and motion carried.

Discussion was held around liability issues related to giving out drink tickets as part of the hospitality tent packages. This will need to be discussed further and questions asked of our insurance company regarding the liability.

#### BUILDING AND CONSTRUCTION

Pat Paykoff gave report above with Bed Tax.

#### TECHNOLOGY

No report.

#### OLD BUSINESS

Sandy Kuhn reminded board members to turn in their Conflict of Interest forms.

Scott Cubberly is planning to coordinate a community work day at the fairgrounds on May 12 to paint the boxes in the grandstand.

Sandy Kuhn reported that she had received an email from the tax attorney reporting that in their opinion we would have to pay prevailing wages. She also reported that she will be going down to the Ohio Historical Society to try to find the Letter of Determination granting the Delaware County Agricultural Society exemption of property taxes.

It was discussed that the plan is for Junior Fair booths and still exhibits to be on the west side of the Coliseum for the 2018 fair.

#### NEW BUSINESS

Discussion was held on the preferred vendor contract for off fair events that the board received with their board packet. Don Howard suggested one change. Jackie Colflesh moved and Tom Roll second to accept the preferred contract as amended and to begin looking for vendors. Motion carried.

Sandy Kuhn announced that she had received a letter from the ROTC group explaining that they were overcommitted on volunteer work and would not be volunteering at the 2018 fair. Volunteers will be needed to help with chair placement on Wednesday night and table and chair removal and stacking on Sunday. Let any volunteer organizations you work with know about this opportunity to raise some funds for the organization.

Sandy Kuhn announced that the fair would be hosting a "Business After Hours" through the Delaware Area Chamber of Commerce on April 19 at the Log Cabin. Hosts will be needed.

Sandy Kuhn announced that Phil Bussart from Keystone called her and his rental company is going out of business and has tables and chairs for sale. Frank Reinhard moved to spend up to \$3,000 on tables and chairs as determined by a visit to see them by Don Howard and Sandy Kuhn. Jackie Colflesh second and motion carried.

Mike Harter reported that Nancy Adkins would like to have a barrel racing futurity on the Friday night of the fair. They anticipate a good crowd for this as well as participants and families so it could definitely help with attendance and gate revenue. Diane Winters moved to let her hold the event providing she would get us the necessary liability insurance. P.J. Terry second and motion carried.

Colleen Smith moved and Tom Roll second to go into executive session to discuss legal issues. Motion carried. Discussion was held. Tom Roll moved to return to regular session, noting that no decisions were made. Diane Winters second and motion carried.

Tom Wright moved and Frank Reinhard second to have David Carroll of Bailey Cavalieri write a letter on DCAS's behalf addressing legal matters. Motion carried. Joe McLead abstained from voting.

#### ANNOUNCEMENTS

No announcements.

Colleen Smith moved to adjourn. Aaron Roll second the motion. Motion carried.

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Don Howard, President

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Sandy Kuhn, Secretary/General Manager