

**Fremont County Fair Board
Minutes
March 14, 2024**

The Fremont County Fair Board met March 14, 2024 at the Fremont Center Classroom, in Riverton, Wyoming. Board members present were Scott Walters, Nikki Horton, Trevor Bekken, Megan Sims, Rob Dolcater, Alexandria Eckhardt and Kourtney Hanger. Fair Staff present were, Fair Manager Pat Hart and Laura Harrington, Administrative Assistant.

The meeting was called to order at 6:02 p.m. by President Scott Walters

President Scott Walters led the Pledge of Allegiance.

Pat Hart gave the board prayer

I. APPROVAL OF AGENDA

Nikki Horton moved to approve the March 14, 2024 agenda; Trevor Bekken seconded; motion passed unanimously.

II. PATRONS

- None

III. APPROVAL OF MINUTES

Megan Sims moved to approve the February 8, 2024 minutes and the February 15, 2024 Special Meeting minutes; Alex Eckhardt seconded; motion passed unanimously.

IV. CORRESPONDENCE

- None

V. FINANCIAL REPORT

Megan Sims questioned a discrepancy in the bill from Sprouts. Pat Hart said she would look into the matter. Nikki Horton asked what happened with the Flexible spending HAS for employees, Pat told her it wasn't done.

Nikki Horton moved to pay Gas Hills Energy, Rocky Mountain Power, City of Riverton, Charter/Spectrum and Verizon bills when they are received on time, Alex Eckhardt seconded; motion passed.

Megan Sims moved to approve the Financial Report for February 2024 Rob Dolcater seconded; motion passed.

VI. EX-OFFICIO BOARD REPORTS

- **Commissioner Liaison** – Commissioner Allen reported that the commissioners are busy with meetings and getting ready to work on the budget. He reminded the board that Capital Revolving requests are due on April 1st.
- **County Extension** –Chance Marshall reported that they are working on 4-H registrations. He reported that there was a good crowd at the carnival and it was a success. Pesticide certifications are currently taking place as well.
- **Wind River Extension** – Chance Marshall reported that Johnathan Despain is working on getting things going.

VII. STANDING COMMITTEE REPORTS

- **Royalty Committee** –Shaylee Farrell reported that the Gold Buckle Ball will be on April 6. They are selling tickets and collecting donations. They will be working on GBB April 2, and setting up on April 5. The girls continue to ride at the Five Rivers Arena.
- **Youth Ambassadors**- Holly Putnum and her husband are heading the group and working on some activities to get the Ambassadors some exposure in the community. All 10 applicants were accepted to the program. They are looking at participating at the Garden Expo in Lander.
- **Junior Livestock Sale Board** – Rob Dolcater reported that all payments from the 2023 Fremont County Livestock sale have been received. The group is still working on the logistics of their new resale plan. Jeff Brown declined the invitation to serve on the Sale Board.
- **Junior Show Advisory Committee** – The Committee met and Chance brought the following suggestions to the Fair Board:
 1. Herdsmanship to be awarded to 4-H Club or FFA Group for each barn. A sportsmanship award will go to individuals from each barn. Kids can be nominated and the Superintends will choose the winners.
 2. In order to encourage more eligible market lamb entries, the committee is recommending editing the rule to remove birthdates and just having the rule read must have milk teeth.
 3. Due to lack of participation the show committee recommends taking a break from holding Future Cattle Producers.
 4. The committee recommends taking the cross out of individual beef breeds and creating a cross breed division.

Rob Dolcater moved to accept all four changes recommended by the Junior Show Advisory Committee, seconded by Trevor Bekken; motion passed unanimously.

- **Friends of the Fremont County Fair** – Barn Bash went well, there was a good crowd. Tanya said she thought the numbers were down a little from last year but they don't have the final figures yet. Scholarship applications are available for graduating seniors and those continuing their education. The group is applying for funds from the Rec Board for portable sound. Friends of Fair is donating six scholarships to the Shaide Leclair Clinic.

VIII. FAIR MANAGERS REPORT

- Family Day- The inflatable company out of Utah fell through. Pat is looking into other options. Putt Putt and laser tag may be able to come in that day at an additional cost.

- Night Events- Jeremy Schooner would like to bump up the payouts for Figure 8 racing. Pat explained that the ticket prices for Figure 8 races has been \$15 for adults and \$8 for children for the past several years.
Trevor Bekken moved to set the prices for figure 8 races at \$15 for adults and \$8 for children over 5 and to increase the payouts to 1st place \$3000, 2nd place \$1500, 3rd place \$1000 and 4th place 750 and heat winners \$100, Rob Dolcater seconded; motion passed unanimously.
- RFP Porta Johns- Will be sent out to all septic providers on a per unit price. They will be separate for Spring Fair and Fair. They will be due back to the office by the next Fair Board meeting.
- Audit Training- Needs to be completed by June 30, 2024.
- Spring Fair- Bull Riding will be May 31, Figure 8 Racing on June 1st. Ticket prices will be \$10 for adults for Bull Riding and \$15 for Figure 8 Racing.
- The Vet Office building has been posted for rent on the fair's website. Pat consulted with Skye from Remax about handling the rental of the property. Remax will charge one month's rent on a lease for 1 or 2 years, longer lease would be 10%. Remax told Pat that the building could rent for \$1400.00 per month plus utilities. Rob Dolcater moved to list the Vet office with Remax for a rental/lease as business space, Alex Eckhardt seconded; motion passed. Following the vote Rob asked if housing would be needed for the 2nd grounds keeper?
- 2024-25 Budget- The county is using a new system for entry this year. The budget needs to be entered by May 3rd. Pat is scheduled to go before the commissioners on May 14 at 4PM. Budget meeting will need to be set prior to May 3. Date will be determined.
- Gold Buckle Ball- The Gold Buckle Ball and Royalty Coronation is April 6, tickets are available in the office.

VII. UNFINISHED BUSINESS

- Capital Revolving ARPA, LATC funds- To upgrade the booking system that is currently being used to a online system would come at the expense of Wedge Fike monitoring the server for a monthly fee. Going cloud based with the system would cost \$900 per month. There is a less expensive option to expand the system the way it is now with no online booking capabilities.
- Fremont Center Project- Pat Hart reported that the county signed the contract for the remodel. Colleen Nelson picked it up and is waiting for Yeates Construction to sign it Tuesday March 19.
- Barns- A bid was received from Sehnert Systems. Scott Walters said the drawing that was done by Sehnert was not really what is wanted. He stated that a new roof is what's needed. Nikki would like to request funding from capital revolving. Trevor Bekken asked Larry Allen how much can be requested from Capital Revolving. Larry stated that asking for a million is pushing the limit. His suggestion would be to request less than one million. Pat reviewed the Capital Revolving projects that the fair is currently paying on; fencing, sunset arena, roofing, ADA compliances, flooring in Fremont center, and gators. It was discussed to look at the barns as a three-to-five-year plan. Larry reminded the group that monies have to be used the year they a received. The work can be done in phases. Trevor and Nikki would both like to see something submitted this year. Larry suggested presenting the five-year plan and the immediate plan of phase one. The board will submit ideas to Pat about possibly applying for Capital revolving. Suggestions need to be to Pat by the end of next week.
- Work session- flooring bids need to be submitted to Friends of Fair.
- East side Grandstand Concession- Applications are due by April 8, 2024
- Rodeo MOU-Discussion was held concerning the banners that are hung for Hog N Mud and rodeo. It was suggested that the banners for Hog N Mud be displayed on a trailer in the arena during the

event. A walk through of the Arena will take place prior to the July board meeting to make sure no repairs are needed. In the future the actual cost of events needs to be determined not just ticket sales. Rob Dolcater moved to accept the MOU with the Wind River Rodeo Committee seconded by Trevor Bekken; motion passed.

- MOU's FOF – The duplicated information in the current MOU will be removed as well as cleaning up question marks and brackets. Rob Dolcater moved to accept the Friends of Fair MOU with the changes and clean up to the document, Megan Sims seconded; motion passed unanimously. Scott Walters asked that in the future any changes on MOU's need to go to the Fair Manager, after corrections the board can discuss changes for final approval.
- Exhibitor Party-keep it on your minds
- **Counting down....135 days until 2024 Fremont County Fair "Whatever Floats your Goat!"**

IX. NEW BUSINESS

- Alcohol permit requests – Kourtney Hanger moved to approve the alcohol permits for Hunting with Hero's, Gold Buckle Ball, Ducks Unlimited and Ag Appreciation Banquet, seconded by Alex Eckhardt; motion passed unanimously.
- CWC Equine Center- Pat Hart prepared a list of things that need to be done and ideas for usage as well as ideas presented in meetings about the center. This information was put in the board packet. Alex Eckhardt asked what the budget looks like to get the Center ready to rent. Larry Allen answered stating that \$50,000 was approved to get the facility ready to rent. Utilities will be paid out of the Fairs current budget and self-generated funds. He said a possible budget transfer may be needed in the future. He stated that the commissioners hope that the self-generated fund will pay for the utilities and expenses for next year. He added that the bills for the facility from April-June 30 will need to be paid out of the Fairs current budget. An extra grounds person will be hired and added to the fairs budget. Pat will need to go to the commission to seek hiring an employee. Larry Allen stated that the commission envisions Rick Wilmes being able to help at the facility as well. Nikki Horton asked about how the tractor will be used at both facilities. The idea of renting a tractor during the summer months was brought up. It was assumed that the tractor sits idle during the off season, Pat stated that Rick does use the tractor during off season. Scott Walters stated that there are a lot of things that will need to be discussed at the April 9 work session. Pat Hart stated that the idea of a committee for the facility was brought up. Nikki Horton moved for Pat to go to the commission to seek approval to hire an employee, there was not second. Nikki retracted the motion. It was determined that there will be further discussion at the April 9 work session and Pat Hart will prepare a job description for that employee. Larry stated that the county has 21 days to do their due diligence on the property inspections. Mike Meeker the counties building and maintenance supervisor will go inspect the property. Scheduled closing for the property is April 12, 2024. Scott Ratliff suggested that the opinions of those that will be using the facility be taken into consideration. He suggested improved parking and an approach from 8th street. Solicitation for applicants for a committee will be posted. Larry Allen recommended that the committee remain small, seven or less with at least one fair board member. He recommended members be from different interests.
- MOU Extension- Alex Eckhardt moved to approve the MOU with Fremont County Extension, seconded by Trevor Bekken; motion passed.
- Laurie Gardner Memorial- Scott Walters would like to see this year's horse dedicated in memory of Laurie Gardner. He would also like to have a memorial bench with her name on it at the new equine center. The Stock Horse group has an event booked in Laurie's honor; Laura Harrington

suggested that the fees for the arena be waived for this event. Trevor Bekken moved to dedicate the Horse Show this year in memory of Laurie Gardner and to also seek interest from FFA/4-H groups to make a bench for the equine center, additionally he moved to not charge the Stock Horse Association for their fundraising event, seconded by Alex Eckhardt; motion passed.

- Trevor Bekken asked to board to consider supporting the Chamber of Commerce’s Ag Appreciation Banquet. He explained that the event has gone downhill in recent years since COVID. The committee for the event is seeking sponsorship for the event. Pat Hart stated that in the past the fair had donated the rental of the facility. Nikki Horton moved to donate the building usage to the Chamber of Commerce for their 2024 Ag Appreciation banquet, seconded by Megan Sims; motion passed. Trevor Bekken abstained from voting.
- Ladies of Valor would like to help during fair.
- Work session will be held April 9 at 6PM.

X. Executive Session

Executive Session was called for by Alex Eckhardt at 8:44PM for personnel; seconded by Rob Dolcater, motion passed.

The regular meeting reconvened at 10:14PM

Trevor Bekken moved to pay 96 hours of flex board pay per year for salaried employees, seconded by Kourtney Hanger; motion passed.

Rob Dolcater moved to adjourn the meeting at 10:16PM, seconded by Megan Sims; motion passed.

Next Meeting

The **April meeting** will be held on **Thursday, April 11, at 6:00 p.m.**, in Riverton, in the Classroom, Fremont Center, at the fairgrounds.

Scott Walters, Fair Board President

Megan Sims, Fair Board Secretary