

Minutes of a regular meeting held at the fair office July 11, 1979
of the Washington County Fair Board

CALL TO ORDER

Meeting was called to order by Jerry Boyer at 7:40 p.m.

ATTENDANCE

FAIR BOARD

Jerry Boyer
Ralph Holland
Jerry Pflug
Agnes DeLashmutt

GUESTS

Leslie Vail, Master, Aloha Grange 773
Hilbert Lardy, Master, Hillsboro Gr. 73
Willard and Helen Haney, Forest Grove
Grange 282
Verne and Camille Prescott, Winona Gr. 271
Julie Winterfield, Hillsboro Grange 73
Bill Amick, A&P Sports
Steve Amick, A&P Sports

DIRECTOR AND STAFF

Addy Hesse
Lorrie Maki

GRANGE DRAWING

Chairman Boyer welcomed the Grangers. Each Granger drew their number for placement of community booth for the County Fair. Then each took a turn drawing for those Granges who could not attend. Holland then took the Grangers out to show them their spaces.

Aloha Grange	10	Leedy Grange	2
Dixie Mt. Grange	6	Scholls Grange	1
Dixie Mt. Jr. Grange	5	Sunset Grange	7
Forest Grove Grange	9	Tigard Jr. Grange	11
Hillsboro Grange	8	Winona Grange	4
Kinton Grange	3		

A&P Sports

Bill and Steve Amick, A&P Sports, were present to discuss possible usage of fairgrounds of motocross track. They presented map with track outlined for Fair Board consideration. It was suggested that a trial race be run with a minimum of track preparation and capital outlay. Catwork might be employed along with plastic pipe (flexible) for course markers. Phase 1 could be build without the loop called for along Cornell Rd. Cost should be covered from the first several races. The arena gates will be used as a finish area; fence should be rolled back and posts pulled out. Repairs will be made when through using area. The motocross could be a profitable fund raiser. Amick will put a proposal together, after several tracks have been contacted to gain average dollars sense. The proposal will contain financial figure projections, standard rate averages and approximate number of bikes.

The Fair Board approved A&P Sports destruction derby contract to be dated July 19 entered into agreement July 12th.

RODEO REPORT

DeLashmutt reported the Rodeo Committee held a work meeting at the fairgrounds July 9. Hesse had available posts (treated), and six sacks of pre-mix cement.

Jim Olsen came by the fair office for the beer license form to be filled out. Hesse paid for the license and sent it in. Also the auditor was present and again commented that it was imperative that the Rodeo expense and income be handled by the Fair office. Olsen agreed to process the bills and receipts as requested.

OSU RALLY
CONCESSION

Julianna Pflug, member of The Oregon State University Rally Squad, would like to operate the food concessions for the destruction derby, Draft Horse Show and Rodeo. The profits will be split 75% to the squad - 25% to the Fair Board. Percentage figured on the net profit.

MOTION: MOVED BY RALPH HOLLAND, SECONDED BY AGNES DELASHMUTT TO ALLOW THE OREGON STATE UNIVERSITY RALLY SQUAD TO RUN THE GRANDSTAND AND BLEACHER CONCESSION FOR THE DESTRUCTION DERBY, DRAFT HORSE SHOW AND RODEO, AUGUST 1, 2, 3, 4, 1979 WITH A NET PROFIT SPLIT OF 75% RALLY and 25% FAIR BOARD. MOTION CARRIED.

PUBLIC HEARING

The public hearing on Fair Board rules and regulations regarding restrictions of activities by political and religious entities during County Fair was declared open by Chairman Boyer at 9:10 p.m. No one was present to testify.

Correspondence dated June 28, 1979 from Gregory S. Hathaway, County Counsel, gave opinion that the Krishna group and any other political or religious group must be treated in a different manner than those who ordinarily lease booths. The Fair Board rules should be amended and a liaison should be appointed to confer between the group and the Fair Board.

MOTION: MOVED BY RALPH HOLLAND, SECONDED BY JERRY PFLUG TO AMEND THE FAIR BOARD'S RULES AND REGULATIONS FOR AREAS INSIDE THE FENCE AS FOLLOWS:

- A. RENUMBER PRESENT RULE 5 AS FULE 6.
- B. ADD NEW RULE 5:

"Those engaging in political and religious activities protected by the First Amendment to the Constitution of the United States shall be exempt from Rules 1 through 4. But in order to protect the public from undue obstruction of traffic, undue hinderance of normal activity and harassment, persons or groups wishing to engage in such protected activities shall be required to negotiate with the Fair Board guidelines governing the time, place and manner of their activities. In the event such negotiation does not produce agreed guidelines, the Fair Board may itself provide guidelines to protect the public from the enumerated abuses. All such guidelines shall be enforceable as rules and regulation of the Fair Board."

MOTION CARRIED.

MOTION: MOVED BY RALPH HOLLAND, SECONDED BY AGNES DELASHMUTT TO ESTABLISH GUIDELINES FOR NEGOTTATION WITH ANY POLITICAL OR RELIGIOUS GROUP; SAID GUIDELINES TO BE LISTED UNDER RULES AND REGULATIONS FOR AREAS INSIDE THE FENCE AS FOLLOWS:

"1. Daily registration with the Fairgrounds office of those engaged in First Amendment activities.

PUBLIC HEARING
Continued

2. There shall be no more than five (5) individual representatives of any one group utilizing the forum for these purposes. Should an inordinate number of groups request permission for utilization of the forum, the Fair Board reserves the right to allocate specific times for each group.

3. Designation within the forum of locations for these activities that are acceptable with respect to traffic flow. Areas not acceptable include entrances and exits, ticket lines and exhibit buildings because unimpeded traffic flow is necessary.

4. Limits on the manner of solicitation:

- A. No unconsented touching.
- B. No sale or distribution of any item except political or religious literature.
- C. No solicitation for literature proffered as a free gift.
- D. No solicitation of captive audiences, e.g., people in lines."

UNDER RULES AND REGULATIONS RELATING TO THE OUTSIDE OF THE FENCED AREA ADD:

"9. Activity may take place in open areas of the fairgrounds only and may not impede normal traffic flow."

MOTION CARRIED.

The Fair Board appointed Jerry Pflug as the Fair Board representative to act as liaison with those seeking to engage in First Amendment activities.

A statement will be issued as follows for posting on Fairgrounds during Fair; Mr. Boyer will check the terminology with County Counsel for legality.

"The Washington County Fair Board does not condone activities by any group which is in conflict with individual rights."

PAYROLL

Hesse, Colegrove, Boyer, Leutwyler, Duris and Potter met to discuss payroll policy (as relates to the County). Concerns discussed were civil service, computerization and fringe benefits

It was learned that the Fair Board can establish its own guidelines, my hire and fire. The County has its own classification system. Forms for employees to fill out relating job descriptions will be sent to the Fairgrounds office. Fair Board can reevaluate (after County) and accept or change scope.

All papers for payroll change to computerized checks for employees through the County have been submitted. Check to be received August 5.

COUNTY AND SAIF Fred Leutwyler, Director, Wa. Co. Finance Dept., sent correspondence to SAIF stating that Wash. Co. will be responsible for premium payment on hours volunteered on the soil drainage project to commence August 20, 1979 on the fairgrounds. The Fair personnel will be responsible for record keeping: names, hours and type of work done.

FIRE MARSHALL VISIT The annual fire safety check-up for the fairgrounds has been done. There were 11 violations of which many have already been corrected Dale Collins, of a fire extinguisher repair and replacement company, will update extinguishers to insure proper condition.

Pflug will inspect grandstand and bleachers for safety.

SECURITY CONTRACT Security negotiations took place with Hesse, Duris, Potter, Barnes, Shook and Probstfield in attendance. The County agreed to provide security on a hired basis for the Fair. City would provide maintenance order.

It was clarified that the County would provide security only. City would be called in for law and order - crowd control.

The County sent a contract for signature. The Fair Board asked Hesse to reaffirm City's role and aske the County to add the following addendum as part of the contract:

The Washington County Department of Public Safety shall give prompt consideration to all requests regarding the delivery of law enforcement services and shall make very effort to comply with these requests if they are consistent with good law enforcement practices.

PART-TIME SALARY SCHEDULE MOTION: MOVED BY JERRY PFLUG, SECONDED BY AGNES DELASHMUTT TO ADOPT THE FOLLOWING PART-TIME SALARY SCHEDULE:

\$2.00	Youth-Maintenance
2.50-3.00	Office Clerks
2.00	Ticket Takers
2.25	Ticket Sellers
2.75-3.00	Security for Heavy Equipment

MOTION CARRIED.

MILK PARLOR PROGRESS Bids were received from Surge and Bou Matic. Both of the systems are the best equipment without a doubt. However, the Surge is less expensive and can be installed about the 26th of July and the Bou Matic would probably not make it in time for the Fair. Therefore, it was recommended Surge receive the contract.

MOTION: MOVED BY JERRY PFLUG, SECONDED BY AGNES DELASHMUTT TO ACCEPT THE BID FROM LOREN GERIG, SURGE, FOR 1 MILK PUMP PANEL WITH 1/2 HP MILK PUMP MOTOR @ \$780.00; 1 SOLID STATE PULSATOR CONTROLLER - 2 PULSATORS AND LOW VOLTAGE WIRING @ \$260.00; USED 1 1/2" GLASS PIPELINE AND MILK HANDLING LINE FROM MILK PUMP TO BULK TANK (WITHOUT FILTERING EQUIPMENT) WILL BE USED; INSTALLING LABOR WILL BE DONATED; A LOAN OF TWO MILKING UNITS, ONE VACUUM PUMP AND CONTROLLER WITH ANNUAL SET-UP AND REMOVEL CHARGE OF \$50.00; TOTAL COST OF \$1,340.00 MOTION CARRIED.

MILK PARLOR
Continued

The Fair Board thanked those who submitted bids and Dale Scheller for his help in evaluating the equipment specifications. Hesse will send thank you notes.

AUDIT

Public Employee Retirement System and Social Security records were audited June 26, 1979. All were in order.

EDA-WICHE

EDA-WICHE application has been approved. Additional information has been requested and sent in. Hesse will meet with Helen Geeenough and Griffin, Land Development, both Port of Portland and David Lawrence to refine scope and procedure.

HAPPY DAYS - D.
DERBY EVALUATION

Hillsboro Happy Days resulted in 9 acts of vandalism. Repairs and/or bills will be handled by the Jaycees.

The Destruction Derby netted \$2,399.44 for the Fairgrounds. A most successful event. The Fair Board thanked all members and Fairgrounds staff for their hours volunteered.

AUDIT

Audit is in progress of the Fairgrounds. Deloitte, Haskins and Sells has been hired this year by the County. It has taken several weeks longer than usual. An auditor will be present at the Fair to observe first hand.

VACATION

Hesse asked for and received permission to take vacation leave starting August 29. She also asked for and received permission for Maki to take a one week vacation after Fair.

DONATIONS

Donations were received from Freightliner Corp. (\$100.00) and Baker Rock (\$350.00 - asphalt.) The Fair Board gratefully thanks these firms for their support of the Fairgrounds. Hesse has sent thank you letters.

EXPENSE POLICY

The expense policy adopted August 27, 1977 was reviewed and the following motion was made:

MOTION: MOVED BY JERRY PFLUG, SECONDED BY AGNES DELASHMUTT TO REIMBURSE FAIR EMPLOYEES FOR PRIVATE VEHICLE USE FOR FAIR-GROUNDS ACTIVITIES AT THE RATE OF 17¢ PER MILE. MOTION CARRIED.

A&P CONCESSION

Amick, A&P Sports, requested permission to operate a beer concession during the Fair destruction derby event, 4-H and Draft Horse Show.

MOTION: MOVED BY AGNES DELASHMUTT, SECONDED BY RALPH HOLLAND TO ALLOW A&P SPORTS TO OPERATE A BEER CONCESSION DURING THE DESTRUCTION DERBY EVENT AUGUST 1, 1979 WITH 25% OF NET PROFIT GOING TO THE FAIR BOARD. MOTION CARRIED.

PHONE INSTALLED

July 16th a two line phone system will be installed. This should relieve busy telephone lines. Hesse reported cost was high and that she had asked, but not received, a donation from the General Telephone Co.

BILL APPROVAL

Bills for approval are as follows:

1779	Advanced Drainage Systems	\$ 9,467.00
1780	Janice Ganger	50.00
1781	Post Office	60.00
1782	Jeff Rodgers	240.00
1783	VOID	
1784	Reser's Fine Food	24.00
1785	Adeline Hesse	23.95
1786	Dolores Maki	14.88
1787	Agnes DeLashmutt	54.46
1788	Ron Streit	1,295.60
1789	Mrs. Tom Laib	35.00
1790	Stafford Meats	64.64
1791	Pacific Bottling Co.	81.80
1792	Sam Stevens	35.00
1793	Central Services	6.94
1794	J. Thayer Co.	10.11
1795	Don's Plumbing & Heating	336.36
1796	N. W. Senior Advocate	27.00
1797	Western Farmers	2.29
1798	The Times	7.50
1799	News Times	10.50
1800	Sunset Electric	3,530.00
1801	Edwards Building Supply	276.65
1802	Ireland's	22.98
1803	Prier Wholesale Plumbing	184.44
1804	First National Banks	192.30
1805	VOID	
1806	State Accident Ins. Fund	171.55
1807	Employment Division	101.70
1808	Department of Revenue	408.00
1809	Social Security	781.22
1810	Albina Fuel	102.00
1811	Verboort Sausage	95.71
1812	Pool-Gardner	370.01
1813	Hillsboro Garbage	39.50
1814	Copeland Lumber	8.44
1815	Petty Cash	21.52
1816	Dolores E Maki	13.75
1817	PGE	283.97
1818	Safeguard Business Systems	62.74
1819	Ore. Liquor Control Comm.	20.00
1820	New Sense Signs	132.00
1821	JoAnn Henley	175.00
1822	Postmaster	20.00
1823	4-H Horse Leaders	35.00
1824	Robert H Stevely	55.90
1825	Permapost Products	216.00
1826	Janet Holland	4.50
1827	Dale Collins Fire Extinguishers	133.60
1828	Jeff Rodgers	216.00
1829	Hillsboro Rentals	75.00

MOTION: MOVED BY RALPH HOLLAND, SECONDED BY JERRY PFLUG TO APPROVE THE BILLS AS READ. MOTION CARRIED.

PEPSI MISTAKE

A misprint on the Pepsi Summer Fun Coupon will result in reduced cost for fair admission. Pepsi is prepared to reimburse at a rate of 25¢ per coupon up to a maximum of 2,000 coupons.

MOTION: MOVED BY JERRY PFLUG, SECONDED BY AGNES DELASHMUTT TO ACCEPT THE OFFER FROM PEPSI TO REIMBURSE AT A RATE OF 25¢ PER COUPON FOR 2,000 COUPONS TO COVER LOST FAIR ADMISSION DUE TO A MISPRINT ON THE PEPSI SUMMER FUN COUPONS. MOTION CARRIED.

THANK YOU

The family of Minor T. Hesse thanked the Fair Board for their donation to the Midway Fire Department in memory of Mr. Hesse.

COMMERCIAL RATES

Special events to enhance the Fairgrounds activities call for negotiation of rates.

MOTION: MOVED BY RALPH HOLLAND, SECONDED BY AGNES DELASHMUTT TO ALLOW DIRECTOR HESSE LATITUDE OF DEVIATION FROM FAIR BOARD POLICY REGARDING RATES FOR COMMERCIAL AND/OR SPECIAL EVENTS IN THE BEST INTEREST OF THE FAIRGROUNDS OPERATIONS. MOTION CARRIED.

ARENA LIGHTING

Lyle Spiesschaert, 4-H agent, noticed during the destruction derby, July 4, sparking from the transformer. The Fair Board feels the electrical fixtures and transformer should be repaired perhaps PGE and/or Sunset will do the repairs.

Also arena lights by the pens are needed.

MOTION: MOVED BY JERRY PFLUG, SECONDED BY RALPH HOLLAND TO INSTALL MERCURY VAPOR LIGHTING IN THE ARENA AND ADDITIONAL YARD (GROUNDS) LIGHTING AT A COST OF \$100.00 PER FIXTURE, MAXIMUM OF 10 YARD FIXTURES. MOTION CARRIED.

4-H WORK DAY

4-H Youth will be on the fairgrounds for clean-up day July 14. Mohr and Hesse will represent the Fair Board.

MEDIA PACKETS

Promotion photos and captions along with schedule of events all relating to Fair 54 activities will be personally delivered by Fair Board members to local newspaper editors July 19 and 20. Packets are designed for each area. Community Press - Ralph Holland, Valley Times - Jerry Pflug, Sherwood Tribune, Argus and Aloha Breeze - Addy Hesse, News-Times - Charles Colegrove, Tigard Times - Jerry Boyer.

COUNTY FAIR

No schedule of visitation has been received from Merit Eater Don Hanscomb. Prefair report to the State is due July 21.

Hesse reported 80% of the part-time staff has been hired and a ticket takers and ticket sellers staff meeting will be held Friday, July 20th at 8:00 p.m. at the Fairgrounds office.

Jerry Boyer will be on Fairgrounds during the 4-H activities July 27 through 31.

Louise Pothoff has been hired to man the Horse Gate to sell 4-H bracelets July 27, 28, 29, and Livestock Gate July 30 from 8:00 to 8:00 p.m.

COUNTY FAIR
Continued

Janet Holland will prepare teller sheets and balance out each evening with Mrs. Pothoff.

A contract has been signed for a sanitary engineer for July 26 through August 5.

Colegrove will vacuum and pick-up garbage each day of Fair at 7:00 a.m.

Goyer will be available 9:30 to 3:30 and 5:00 to closing of Fair each day.

Transportation in the form of golf carts and/or small riding mowers would be extremely helpful for gate pick-ups and deliveries. Pflug will make contact for golf carts. Hesse and Holland will secure riding mowers.

Pflug indicated he will be available commencing July 30 through August 4.

NEXT MEETING

A Fair Board meeting will be held each day during Fair 54 at 10:00 a.m. each day. The next regular meeting will be September 12th at the fair office.

ADJOURNMENT

The meeting was adjourned at 11:52 p.m. No executive session was called to negotiate employee agreements which expire August 31, 1979

Respectfully submitted,

Lorrie Maki

WASHINGTON COUNTY FAIRGROUNDS

872 NE 28 HILLSBORO, OR 97123
503-648-1416

Washington County Fairgrounds
Proposed Agenda

July 11, 1979
7:30 p.m.

1. Guests: 7:30 p.m. Grangers - Community Booth Number drawing
7:45 p.m. Bill Amick - A&P Sports motocross report
2. DeLashmutt report on rodeo committee assistance in upgrading the arena.
Board discussion - rodeo minutes.
3. Public Hearing on Fair Board Rules and Regulations regarding restrictions of activities by political and religious entities during County Fair.
4. Report from Boyer/Colegrove on payroll policy (as relates to County)
5. Director's report:
 - A. Drainage report (SAIF letter enclosed)
 - B. Fire marshall visitation
 - C. Security contract negotiations (need volunteer for north gate 2:00 to 5:00 p.m. daily (enclosed)
 - D. Part-time staff salary (recommendation attached)
 - E. Milk parlor progress - enclosed
 - F. Audited June 26 PERS and Social Security (everything is in order)
 - G. EDA WICHE application has been accepted.
 - H. Hillsboro Happy Days vandalism report enclosed - Destruction Derby recap enclosed
 - I. Audit is in progress - will be here one day of Fair to observe
 - J. Addy on vacation week beginning August 29
 - K. Freightliner Corp. donation of \$100.00 - Baker Rock . \$350.00 (asphalt)
 - L. Review and update expense policy (adopted August 27, 1977) minute page enclosed - County policy enclosed
 - M. Rodeo arena - we have purchased six sacks of pre-mix and 12 treated posts for installation July 9
 - N. Meeting (July 5) with Marge Post on payroll procedure - Dept. of Finance
 - O. Hire A&P Sports to operate beer concession August 1 and 2
 - P. Hire Oregon State University rally squad to operate food concession August 1, 2, 3, 4
 - Q. Phone installation July 16
 - R. Pepsi coupon discussion
 - S. Thank you note from family of M.T. Hesse
6. Input from Board on miscellaneous topics

Executive Session

1. Employee negotiations (contract enclosed for review)

If you will be late or are unable to attend, please call the Fairgrounds office
648-1416

