

Crawford County Fair Board
Crawford County Administration Building
225 N. Beaumont Ave., Conf. Room 236; Prairie du Chien WI 53821
May 6, 2021 Minutes

Chairman Wade Dull called the meeting to order at 9:01 AM

Members present: In person: Wade Dull, David Olson, Don Sterling and Wayne Jerrett.

Absent: Mary Kuhn. Others present: In person: Samantha Morovits, Shannon Gher, Dawn Adtkins, Cindy Riniker, Amanda Smiley, Amy Mitchell. Others in attendance via Zoom: Karen Snitker, Craig Saxe, Emma Hady, Adam Hady.

Posting verified by Fair Coordinator, Samantha Morovits

Approve Minutes: Motion by Wayne, second by Don to approve the minutes as presented.
Motion carried unanimously.

Emma Hady, 4-H member – Emma is continuing to seek a sponsor for a Lamb show to be held at the 2021 fair. Samantha, Fair Coordinator shared that no Certificate of Liability is needed due to not financial gain per information obtained from Chris Mara, Tricore Insurance.

Horse Barn Project –

- Shannon Gher shared that Circle M Construction will begin construction May 10th, 2021.
- Contractor has examined the supplies and will be working with delivery company to replace any damaged items that were received.
- Shannon advised they are continuing to work out details as to who will construct stall and noted a delay in ability to obtain metal panels, which is not anticipated to be remedied prior to this year's fair. Plan for temporary stall is being drafted.

Crawford County Public Health –

- Cindy Riniker, RN shared the following recommendations for the 2021 Fair:
 - Signage recommending 6ft social distancing
 - Signage recommending Mask usage
 - Limit Capacity in confined spaces such as restrooms, discussion had to increase port-a-potties available
 - Smaller groups in areas for judging time
 - Limit contact with dogs, cats and rabbits due to possibility of transmission
- Cindy further shared that the current number of positive cases of Covid-19 are low and the county presently has a vaccination are of approximately 40% of eligible individuals.
- Cindy shares that she will be in contact if further recommendations develop.

Ridge and Valley Rodeo –

Discussion had to clarify if when reduced rental was approved it waved the additional fees for 2021 events hosted in April and May by the Ridge and Valley Rodeo Club. Per discussion the additional fee is to be waved per the prior agreement. Board will re-evaluate whether to charge for additional fees at future events.

Discussion had as to Ridge and Valley Rodeo Club's use of the grounds historically exceeding the dates in which there contracts indicate and their annual contributions to the fair.

Contracts and Agreements -

- Contracts

Shannon Gher requests revision of October rental dates, change from Oct 09, 2021 to Oct. 16-17, 2021. Motion by David, seconded by Don to approve as stated. Motion carried unanimously.

- Plat Book – Motion by David and seconded by Wade to order 500 plat books and 6 Deluxe Water-Resistant Maps. Motion carried unanimously by Roll Call.
- Advertisement- Fox47 Motion by David, seconded by Donald to approve written proposal with 1 modification, remove 10 commercials weeknights in a 10pm-12am rotation. Motion carried unanimously by Roll Call.

Town Square- Motion by David, seconded by Donald to do approve 103.3 agreement as radio spots only. Motion carried unanimously by Roll Call.

KQ98 – Motion by David, seconded by Donald to approve agreement as written. Motion Carried unanimously by Roll Call.

- Winter Storage – Amanda states 1 items remains at grounds and owner of the item has not returned calls as of May 6th,2021. Samantha will send the individual a letter advising of the item and terms of the rental agreement. If no contact received within 2 weeks, second letter to be sent. If no response prior to June 1st, Samantha will notify the Crawford County Sheriff's Dept of the unclaimed property.
- Fairgrounds Rental – None
- Entertainment – None
- All other contracts/Agreements –None

Fair Coordinator Report - (Hard copy of report will be placed on file)

- ADRC – ok to have booth with limited staffing during the fair
- Vet Meeting Date – Amy Mitchell suggested including the Superintendents for Animal Departments in the annual Pre-fair Vet Meeting. Per discussion we will host Vets and Animal superintendents on July 29th, 2021 6:00 PM at No Bull Party Place, Seneca, WI.
 - Amy M requests the pig show be changed to non-terminal. Sam to update the fair book per the states guidance to host the show as non-terminal.
- Rental Agreement Revisions – Proposed removing duplicate listing of fees, indicate all fees on 1 page, and updating the Certificates of Liability Certificate Holder to be Crawford County 225 N Beaumont RD, Prairie du Chien, WI 53821. Motion by David, seconded by Donald. Motion carried unanimously. Wade stepped away at 10:13, returned at 10:15.
- Promotional Items – Discussion had as to previous promotional items. Quote provided for Shopper Bags and Cooler bags along with product samples. Motion by David to order Shopper Bags and Coolers bags with the intention to sell the cooler bags at the fair, seconded by Wade. Motion carried by roll call vote with Donald abstaining from vote.
- State Pie Contest – (Hard Copy to be placed on file) the fair board can nominate 1 person for the contest, individual did not have to enter in the last held fair within the county. All attendance invited to contact Samantha with nominations.
- IAFE Read and Win – (Hard Copy to be placed on file)1000 ribbons for Read and Win will be ordered at no cost to the fair. Participants will be awarded vouchers to be used at the Crawford County Fair.
- IAFE Activity Book – Motion by David, seconded by Donald to purchase 100 books at a cost of \$15.00. Motion carried unanimously by Roll Call.

- Zoom Renewal – Zoom Pro membership will be terminated at the end of this current billing period.

Maintenance –

Amanda reports that a drainage tube has been placed under a fence in the Fairgrounds property. Samantha will send a notice to the neighbor to advise need for removal of the tube. Discussion had by board as to a time period of 10 days to remove the tube.

Public Comments – None

Any other discussions- Discussion about the replacement of a pole due to a UTV/ATV accident. Further discussion to be had once the electrical crew submits a bill.

Sam will contact Counsel to discuss public property and access to the grounds. Concern as to traffic thru the grounds to access the park and pool are and possibly closing the gate.

Discussion was had to ensure a safe zone be created around the Horse Barn construction site as a precaution to ensure safety and limit access to the materials. Smiley's will post caution tape around the site.

Correspondence – None

Date of next meeting – Thursday, June 6th, 2021.

Approve Payment of Bills – Per Amanda, the Highways Dept is aware of damage created by their dept. to the building in which they stored equipment. Motion by David to pay bills, second by Don. Motion carried unanimously by Roll call.

Adjourn - Motion to adjourn by Don, second by David. Meeting adjourned 10:53 AM.

Samantha Morovits, Crawford County Fair Coordinator