

## Richland County Agricultural Society

### Executive Board Meeting Minutes

December 23, 2025

**Members Present:** (P) Christy Keith, (VP) Tom Craft, Sadie Hoyt, Dave Grauer, Gene Espenshade, James Schaub II, & Kathi Cutlip-Mills

**Staff Present:** Shiley Swihart

**Guests:** Remington Blevins, & Zac Tuttle

Christy Keith called the meeting to order at 5:32PM

Tom Craft started with an issue discovered in the Red Barn where the boiler and the furnace had been turned off and there are multiple leaks that have been caused because of that. At this time the full expense of damage has not been determined but does include: damaged drink cooler, damaged toilet, damaged shower, and damaged sinks. Will be looking into filing an insurance claim.

Dave Grauer reported that the Fairgrounds is still looking for a skid loader, a snow push has already been purchased. He also informed the board that the Livestock Committee will be donating up to \$5,000 towards the purchase of a skid loader, should the board need it.

Gene Espenshade, Remington Blevins, James Schaub and Sadie Hoyt had nothing to report.

Shirley Swihart reported that an audit was doing and the only fault that was found that it appeared none of the committee members had taken a Public Record Keeping course through the state for years 2023 and 2024. State requires at least one person to have taken this course if they are an elected official, which we all on the board are considered. Tom Craft informed her that he has taken the course and is certified for another 4 years and he was certified during that time frame, he will be getting that information to Shirley.

Kathi Cutlip Mills reported that she has completed the Emergency Action Plan and has sent it over to Dustin Moysi to read over. She reported that there is still interest coming in for vendors at the fair, one new one being a Mediterranean food trailer. She also inquired about the work to be done in the Arts & Crafts Building, particularly the restrooms and the front glass doors. The new man doors were installed last year which is what had been spoke about Dave Grauer recalled, but did not recall ever talking about replacing glass doors. There has been some issue with the Arts & Crafts front doors but Dave Grauer informed that the panic bars had been removed so that had helped with the locking issue. If we were to replace glass doors would be looking around another \$15,000, similar to Fairhavens new doors.

Dave Grauer reported he spoke with Shira about painting the Youth Hall, he may try to meet this upcoming Friday to get a list of supplies needed before painting. Christy Keith recommended blocking out a time frame in the rental schedule to get this completed.

Shirley Swihart questioned if the electrical upgrades had been completed, she had received a bill from Cody who had been responsible for part of the upgrades and inquired if Phil Metzger had been able to complete his remaining work.

David Dick arrived at the meeting at 5:47pm

Shirley Swihart recapped on the Audit that David Dick had missed previously.

David Dick reported that the Junior Fair Board will be choosing Barn Superintendents as well as Livestock Committee Superintendents, he informed the board that Mike Lantz did step down from Co-President, but will stay on to assist with sales and spreadsheet work this year. He also told the board the Livestock Committee approved to pay Kim Stover \$3,000 for work during the fair. Shirley Swihart questioned the bill that she has for EID tags that has come in to the office. Shirley had questioned the tags looking different and David advised to not pay the bill until he could speak to Mike Lantz to verify that is what had been ordered.

- There are two exhibitors that missed the Market Steer deadline, will be presenting at the next Livestock Meeting.
- David also has the new INK contract for Senior Fair Board to go over
- David also had the list of Livestock Committee members for the 2026 year
- He informed the Board that Judy Villard Overocker has stepped down from the Extension Office, and JFB coordinator, and has taken employment elsewhere.
- He spoke with Commissioners and stated that will renew the lease when it expires but will likely not change anything.
- The land on Lantz Road is on hold at the moment for the board.
- David informed the board that Phil Metzger may be coming to the Senior Fair Board meeting to explain the cameras that could be installed at the grounds.

Dale Bemiller arrived at 5:54pm

David Dick also brought up that there is a new iHeart Radio rep, Bob Miller, he also inquired if we have decided on what we want to do for our advertising this upcoming year to help gain more rentals, whether it be radio streaming, weekly or monthly type. Christy Keith commented we need to get photo and shots of the grounds before anything digital could be done as ours currently are outdated. There may be some upcoming events that would could get photos at to help build the portfolio. Kathi Cutlip-Mills informed the board she has been recommending on Facebook pages to help gain more rental business.

Christy Keith informed the board that Pam Young had been nominated for "Friends of the Fair" and had been selected as this year's winner. She will be recognized at OFMA in January. Christy also informed the board that Maime has misplaced her master key, it happened during the Lexington Homecoming dance about two months ago. They have reached out to the school if a student had turned them in with no luck, before going through the expense of a re-key David Dick recommended waiting a little while longer and circle back at the beginning of the year to decide then what the board would like to do.

It was reported that the draft horse barn will be getting shut up soon due to personal issues, Levi is behind.

Christy Keith touched on Judy Villard Overocker leaving, stating we will need to look into posting the JFB Coordinator position soon, we will also need to gather a description of the position and list of outlined duties for the position. Once we have a list of duties the board will be able to put together a salary for the job.

David Dick also clarified that the Extension Agent is not to be the JFB Coordinator and that the two positions are to be separate. The state will be responsible for filling the Extension job and the board will be responsible for filling the coordinators job. As there has been issues separating in the past. David asked if Beth was still working at extension office, Christy stated she was, so we should be able to get documents or forms (if any) that may have been on the computer there.

- Turkey ordering and tag in is very soon and will need to have a plan in place for all poultry ordering, whether it be online or a paper form. There will be a plan in place in the case the coordinators position has not been filled yet. We have roughly 60 days.

Dale Bemiller reported that he has an inventory list for the Antique Barn from 1999. Question was asked how the rental of the speed barns were to which Dale advised they are not moving this time of year, but also no advertising has been done. A few people he has spoken with were concerned with the 4 days that the track is not used during INK, as they will not be able to exercise horses during that time frame. Dale has been looking at possible a treadmill or turnout stalls if we had the space for it. David Dick recommended a discount for rent for that month.

Christy Kieth questioned Remington Blevins on a bill for the salt that has put down so far this year since the fairs salt bin has not been able to be assembled yet for onsite salt storage. Dave Grauer advised he is hoping to work with the county this week to get it built.

Dale Bemiller also noted that there is a current renter that requests the track be plowed above 3 inches. This raised concerns as if the track is not frozen it will only cause more damage to the track. Also, Dale stated that Dave Burkholder will be coming to haul away manure in the near future.

- It was stated that the track will be plowed at the discretion of the grounds committee to cause the least amount of damage.

Dave Grauer brought to the boards attention we may have an issue in the future with the current hydrants that we use all over the grounds. The EPA will be doing away with the drain to the ground; he is unsure of what the time frame may be on the change over but in the future, we may not be able to purchase those types for replacements.

Tom Craft noted there is a hydrant over in front of the Wonderland building that has frozen and broke. Brought up the question of purchasing a shut off locator, Tom will look in to this. James Schuab informed the board that he knows where that shut of is and will have it taken care of.

Remington Blevins also noted when camper inspections were completed during fair last year the inspector commented on the campers being to close on the back side.

Meeting adjourned at 6:30pm

Submitted by:  
Sadie Hoyt  
Secretary