

Lincoln County Fair Board

Meeting Minutes

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For Agenda Posted on October 9th, 2026

The Lincoln County Fair Board conducted a meeting on the **13th of October 2026**, at 6:00 p.m. in the main exhibit hall of the Agri-Civic Center.

1. Call meeting to order

a) 6:05 pm

2. Roll call

	October 13th, 2026 Meeting			
Member	Present	Tardy	Absent	Notes
Jimmy Davis	x			
Cecil Berry	x			
Larry Sherman	x			
Chad Imhoff	x			
Steve Orr	x			
Justin Rackley	x			
Lauralee Prough	x			
Jesse Green	x			
Sunny Herrmann			x	
Public Attendees–October 13th				
Kellie Warne		Carlie Doepker		
Leslie Wilbourn		Melanie McFee		

Kim Evans	Tom Hentges
Marlon Miller @ 6:20pm	

3. Discuss and take possible action to approve Treasurers report for the month of September:

- a) Larry Sherman motions to approve Treasurers Report for the month of September.
- b) Jesse Green seconds the motion
- c) Approved 8-0. Justin Rackley, Chad Imhoff, Cecil Berry, Jesse Green, Steve Orr, Lauralee Prough, Larry Sherman, Jimmy Davis

4. Discuss and take possible action to approve meeting minutes for the month of September:

- a) Cecil Berry motions to approve the meeting minutes for the month of September.
- b) Jesse Green seconds the motion.
- c) Approved 7-0-1. Chad Imhoff, Cecil Berry, Jesse Green, Steve Orr, Lauralee Prough, Larry Sherman, Jimmy Davis. Abstained- Justin Rackley

5. Public Participation:

- a) Any citizens that wish to make a presentation to the fair board about a current agenda item. 2 mins
 - I. No Public
- b) Any citizens that wish to make a presentation on agenda item for future consideration. 2 mins
 - I. Kim Evans spoke on behalf of the LCCA and said they would like to be involved with the planning of any kitchen or like operation that would be built at the fairgrounds. At this time there are no plans to build a kitchen but in the future if plans occur the LCCA will be informed.

****Down to item 13****

13. Discuss and take possible action to enter executive session pursuant to Title 25 O.S. § 307 (B) (1) Discussing the employment, hiring, appointment, promotion, demotion, discipline or resignation of any individual salaried public officer or employee, pertaining to:

- a) hiring judges for 2027 Spring Livestock Show
- b) hiring an individual for the position of facility/office manager

- I. Cecil Berry motion to enter executive session.
- II. Jesse Green seconds the motion.
- III. Approved 8-0. Justin Rackley, Chad Imhoff, Cecil Berry, Jesse Green, Steve Orr, Lauralee Prough, Larry Sherman, Jimmy Davis
- IV. Entered at 6:18pm

14. Discuss and take possible action to end executive session and enter open session.

- a) Cecil Berry motions to exit executive session and return to open session.
- b) Jesse Green seconds.
- c) Approved 8-0. Justin Rackley, Chad Imhoff, Cecil Berry, Jesse Green, Steve Orr, Lauralee Prough, Larry Sherman, Jimmy Davis
- d) Executive ended and returned to open at 7:38pm.

15. Discuss and take possible action on hiring judges for 2027 Spring Livestock Show.

- a) Cecil Berry motions to approve the 2027 Spring Livestock show judges list as revised.
- b) Jimmy Davis seconds
- c) Approved 8-0. Justin Rackley, Chad Imhoff, Cecil Berry, Jesse Green, Steve Orr, Lauralee Prough, Larry Sherman, Jimmy Davis

16. Discuss and take possible action on hiring an individual for the position of facility/office manager.

- a) Steve Orr motions to recommend to the Lincoln County Commissioners to hire Tom Hentges for the facility/Office manager position.
- b) Larry Sherman seconds
- c) Approved 8-0. Justin Rackley, Chad Imhoff, Cecil Berry, Jesse Green, Steve Orr, Lauralee Prough, Larry Sherman, Jimmy Davis

****Back to item 6****

6. Update from Miss Kellie from the month of September.

- a) Miss Kellie said September was very busy with a full schedule of events.
- b) She had 4 hog sales come through the fairgrounds.
- c) Various meetings and trainings were held in the main hall and throughout the facility.
- d) Queens pig sale rebooked for next year as did multiple others.
- e) Construction continued on the West Room.
- f) 4H banquet was held at the end of the month.

- g) Cleaning up after the events, scheduling new events, and many other duties were plentiful.

7. Update from Leslie Wilbourn/Five Tool Management on grant administration.

- a) TSET Grant- Leslie Wilbourn said the fairgrounds have been awarded no grants since none have been applicable. But the TSET grant has reopened and closes November 15th. Leslie asked if the board wants to go after the same specs for the grant as last time. The board discussed and agreed that she should investigate applying for the grant. Leslie will speak to the Lincoln County Commissioners at their next meeting.
- b) Route 66 Revitalization Grant- Leslie Wilbourn told the board that Larry Sherman suggested changing the sign on the front of the building from the state of Oklahoma to just “Lincoln County Fairgrounds”. The board discussed options on changing the grant wording and to see what the cost difference would be. Chad Imhoff requested having a revised rendering of both sign options on the front of the building for a visual to see what they would look like. Leslie Wilbourn agreed to obtain revised renderings so the board can make a final decision before the next grant deadline in the spring.

8. Discuss and take possible action to review the current Lincoln County Fairgrounds interior and exterior punch list, construction update, and receiving reports

- a) Leslie Wilbourn gave a rundown of items on the punch list that still need completed by H&H.
- b) Chad Imhoff and Leslie Wilbourn will do a final walk through with H&H to approve the completion of the punch list items.
- c) Steve Orr suggested having each party sign the punch list acknowledging its completion for record keeping.
- d) Once the punch list items are complete and signed off on. H&H will have their final checks released and the project will be complete.

9. Discuss and take possible action to review the Lincoln County Fairgrounds Parking Lot project.

- a) Chad Imhoff spoke about how he and Marlon Miller met with Haskell Lemons about the parking lot project. Haskell Lemons said the grade was too close to tolerance then what they are used to working with.
- b) They are not going to do anything to address the 1/2in high lip down the middle. Haskell Lemons also said sand was pushing up through the base as they were pouring asphalt and they removed it and did not foresee a issue in the future.

- c) Steve Orr said they put 7in of overlay instead of 5". He said they put too much asphalt down and that's why there is a lip. Steve Orr knows the grade was correct because his company shot the grade.
- d) The board discussed the best way to fix the issue and concluded to try and grind the lip down to see if that will solve the issue. Marlon Miller will address this.

10. Discuss and take possible action to determine a date for the Lincoln County Fairgrounds Open House.

- a) The board discussed having the open house for the reveal of the new west room and all the updates that have been made to the building.
- b) There is a list of guests that the board would like to be invited to attend and their schedules need to be coordinated with if possible.
- c) Leslie Wilbourn will coordinate with those offices and see if there is a date that will work with everyone's schedule.

11. Discuss and take possible action on reimbursing Chad Imhoff for rental expenses of commercial floor cleaning machine.

- a) Due to construction work and time constraints with previous scheduled events. Chad Imhoff rented a commercial floor cleaning machine to clean the main hall and East room to prevent disruption of facility rentals.
- b) Cecil Berry motions to reimburse Chad Imhoff \$385.81 for the rental expenses.
- c) Jesse Green seconds.
- d) Approved 7-0-1. Justin Rackley, Cecil Berry, Jesse Green, Steve Orr, Lauralee Prough, Larry Sherman, Jimmy Davis. Abstained- Chad Imhoff

12. Discuss and take possible action on reimbursing Carlie Doecker for hours worked during the Fall Fair.

- a) Carlie Doecker was asked to assist with data entry for the Fall Fair and to submit her hours to the board once complete.
- b) Jesse Green motions to pay Carlie Doecker \$471.96 for hours worked during the Fall Fair.
- c) Steve Orr seconds
- d) Approved 8-0. Justin Rackley, Chad Imhoff, Cecil Berry, Jesse Green, Steve Orr, Lauralee Prough, Larry Sherman, Jimmy Davis

17. Discuss rule changes for 2027 Lincoln County Fall Fair.

- a) Turn in all requested rule changes to Lauralee Prough for voting at the next meeting.

18. Update on Scholarship Fund.

- a) Lauralee Prough said now have our 501C number and will be sending the paperwork back to the IRS for completion

19. New Business:

- a) Jesse Green told Miss Kellie that on the next Lincoln County commissioner's agenda there would be a \$100 raise, pending her merit review in November. Also, on the fair board agenda in November will be an additional new responsibility raise of \$250.

20. Motion to adjourn.

- a) Jesse Green motions to adjourn
- b) Larry Sherman seconds the motion
- c) Approved 8-0. Justin Rackley, Chad Imhoff, Cecil Berry, Jesse Green, Steve Orr, Lauralee Prough, Larry Sherman, Jimmy Davis

21. Adjourn

- a) 8:34pm

CI/CD