

**Orchard Manor/County Farm
Committee Meeting Minutes
August 21, 2012**

Chairperson Robert Keeney called the meeting to order at 5:00 p.m. Chairman Keeney noted a quorum was present and certified the meeting was in compliance with the Open Meetings Law. Committee Members present were Robert Keeney, Patrick Schroeder, and Donald Splinter. Vincent Loeffelholz joined the meeting in progress. Other Grant County staff members attending the meeting were Donna Haines, Ken McAndrew, and Carol Schwartz.

Donald Splinter made the motion seconded by Patrick Schroeder to approve the existing agenda. Motion carried, voice vote.

Donna Haines submitted a proposal for in-house laundry service to the committee members. The proposal indicated an annual operating cost of approximately \$46,000. Orchard Manor had been paying \$61,000 and that cost has now increased to \$83,000. It will take less than two years to recoup the cost of the new equipment at estimated figures.

Donald Splinter made the motion seconded by Patrick Schroeder to move forward with the in-house laundry project and get an architect working on the project. Motion carried unanimously, voice vote.

The architect's proposal will be submitted in mid to late September and the approval process will take 45 days. One laundry aide position will be added to Orchard Manor staff. Personal laundry will be processed Monday through Saturday.

No other business was presented or acted upon at this time.

Vincent Loeffelholz made the motion seconded by Patrick Schroeder to adjourn the meeting at 5:28 p.m. Motion carried, voice vote.

Committee Secretary

Recording Secretary

Date

Date

Acronyms

HVAC Heating, ventilation, air conditioning