

Orchard Manor/County Farm Committee Meeting Minutes April 6, 2011

Chairperson Patrick Schroeder called the meeting to order at 12:00 noon. Chairman Schroeder noted a quorum was present and certified the meeting was in compliance with the Open Meetings Law. Committee Members present were Robert Keeney, Vincent Loeffelholz, Robert Scallon, and Donald Splinter. Other Grant County staff members attending the meeting were John Patcle, Donna Haines, Joyce Roling, and Carol Schwartz. Ron and Terri Abing also attended.

Vincent Loeffelholz made the motion seconded by Robert Keeney to approve the existing agenda. Motion carried, voice vote.

Vincent Loeffelholz made the motion seconded by Robert Keeney to approve the March 2, 2011 Orchard Manor and Farm Committee minutes amended with the addition of "Motion carried, voice vote." after a motion. Motion carried, voice vote.

Chairman Patrick Schroeder made a call for the committee to adjourn to closed session as per WI Statute 19.85(1)(c) for follow up on annual performance evaluation of administrator. Roll call vote was unanimous. Robert Scallon made the motion seconded by Robert Keeney to reconvene to open session. Motion carried; voice vote.

Ron and Terri Abing reported there is an eroded area by a fence they will go ahead and fill in with rock. The current value of the stainless steel in an old barn does not make it economical to remove and sell at this time. There are no other current issues.

Robert Keeney made the motion seconded by Vincent Loeffelholz to accept the March 2011 County Farm Cash Balance Statements and vouchers as presented. Motion carried, voice vote.

Robb Stone, JDR Engineering, reported only two bids were received for the HVAC project and Myers Heating & Cooling is the apparent low bid. Stone will determine what amount of rebate money is available through Focus on Energy. He will also work with Myers to look for any additional cost savings. The committee will meet again on April 11, 2011 to take action on the bid.

Ken McAndrew, maintenance supervisor, reported he and his staff checked locks on all doors and windows at the Community Services Building. He also reported the Orchard Manor security alarm system had some problems during the past weekend, but was functioning properly now.

Scott Chyko, Delta 3 Engineering, reported shop drawings for the roofing project will be completed by April 25, 2011. He will present specifications for shingles and options for purchasing them at the May committee meeting. The public bid opening will be held on June 15, 2011 at 10:00 a.m. in the in-service classroom at Orchard Manor.

Donna Haines and the Committee discussed the following Orchard Manor issues:

- The current census is 109 geriatric and 31 ICF/MR residents.
- The WAHSA legislative update will be held in Madison on April 13-14, 2011. Haines will attend both days. John Patcle and Patrick Schroeder will attend April 13 only.
- Donna Haines gave a presentation on reimbursement methods for nursing homes.
- The building listing for the county insurance policy is still being reviewed.

- Staffing update – One of the facility's cooks retired from an eight-day position. Three days will be added to two of the current cooks' schedules and a part-time cook will be hired.

Donald Splinter made a motion seconded by Vincent Loeffelholz to accept the March 2011 Orchard Manor Cash Balance Statements and vouchers as presented. Motion carried, voice vote.

Chairperson Patrick Schroeder tentatively set Monday, April 11, 2011 at 12:00 noon for a special meeting. He also set Wednesday, May 11, 2011 for the next regular meeting. Robert Scallon made the motion seconded by Robert Keeney to adjourn the meeting at 2:45 p.m. Motion carried, voice vote.

Committee Secretary

Recording Secretary

Date

Date

Acronyms

ICF/MR	Intermediate Care Facility for the Mentally Retarded
WACH	Wisconsin Association of County Homes
WAHSA	Wisconsin Association of Homes and Services for the Aging