

## Orchard Manor/County Farm Committee Meeting Minutes May 11, 2011

Chairperson Patrick Schroeder called the meeting to order at 10:00 a.m. 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, and Carol Schwartz. Ron Abing, Lynda Schweikert, and Randy Chambers also attended.

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

Robert Keeney made the motion seconded by Robert Scallon to approve the April 6, 2011 and April 11, 2011 Orchard Manor and Farm Committee minutes. Motion carried, voice vote.

HVAC project update: June 6, 2011 is the date demolition of the soffits in resident rooms will begin. Equipment is scheduled to be delivered approximately July 4, 2011. The main air handling unit will be down only one day while duct work is connected.

Scott Chyko, Delta 3 Engineering, explained shingle options to the committee for the new roof. Using a standard color would help keep costs down. With a commercial building, a lifetime warranty cannot be obtained; but a 40-50 year warranty is available. There would be no mold/mildew coverage, but the shingles need wind/hail coverage. Delta 3 will send a contact letter to each contractor who has been interested in the bidding process. Information regarding the bid will be published in the *Grant County Herald Independent* and will be posted on contractor exchanges. The roof project will need approximately 1200 square.

Advanced Testing & Inspection completed air quality and asbestos testing in the Community Services Building. The air quality passed testing, with all levels well below OSHA limits. One problem area for asbestos was found in a first floor mechanical room. The company submitted a bid for \$2,830.00 for stabilization and encapsulation of the material in the first floor area.

Donald Splinter made the motion seconded by Robert Scallon to approve the contract with Advanced Testing & Inspection for \$2,830.00. Motion carried, voice vote.

Ken McAndrew, maintenance supervisor, reported the completion of 280 work orders during the month of April and the department is now current. The state engineer arrived for survey on May 10, 2011. The engineer noted only minor issues to be addressed.

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

- The current census is 109 geriatric and 31 ICF/MR residents.
- The recent state survey of the ICF/MR portion of the facility produced a citation regarding the noise created by the call light system. Orchard Manor is looking at new systems and will research grants for a paging system.

Lynda Schweikert and Randy Chambers from Land & Water Conservation presented information regarding a cost-share application for a dam in the pasture behind Orchard Manor to control gully erosion. The landowner (Orchard Manor/Grant County) would be responsible for \$5,216.30 of the \$14,000.00 estimated cost. The area would also need

fencing, which was not included in the estimate. The committee also discussed less expensive options to cut down on the potential erosion in the area.

Robert Keeney made the motion seconded by Robert Scallon to authorize Ron Abing to bring in a contractor to look at the area, complete minor excavation, and put rock down. Motion carried, by roll call vote with one dissenting vote by Vincent Loeffelholz.

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

Donna Haines reported the facility is still monitoring the new laundry vendor and will keep the committee updated on any issues.

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

Chairperson Patrick Schroeder tentatively set Wednesday, June 15, 2011 at 10:00 a.m. for the next regular meeting. Robert Scallon made the motion seconded by Vincent Loeffelholz to adjourn the meeting at 11:45 a.m. Motion carried, voice vote.

\_\_\_\_\_  
Committee Secretary

\_\_\_\_\_  
Recording Secretary

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

### **Acronyms**

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