

Orchard Manor/County Farm Committee Meeting Minutes November 9, 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, Robert Scallon, Donald Splinter, and Vincent Loeffelholz. Other Grant County staff members attending the meeting were John Patcle, Donna Haines, and Carol Schwartz. Ron Abing also attended.

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

Robert Keeney made the motion seconded by Vincent Loeffelholz to approve the October 12, 2011 Orchard Manor and Farm Committee minutes. Motion carried, voice vote.

The County has been contacted by the gas company. One of the three lines to the farm buildings is not being used. Majestic View was given the information to follow up. The County has also been contacted by a landowner adjacent to the farm. This landowner is interested in renting some pasture. They were directed to seek approval from Majestic View, the current renter.

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

Ken McAndrew, maintenance supervisor, reported testing and balancing for the new HVAC system is taking place today. Orchard Manor is still holding the retainage on the project, but has not imposed any completion penalties. Orchard Manor has applied for \$10,700 from Focus on Energy for this project.

McAndrew also updated the committee on the Community Services Building. He tested the water and it did test safe for drinking. Rust appears to be coming from hot water lines. There are three boilers in the building, but only one is being used and it heats well. Air conditioning would be difficult because there is no duct work. Window units are currently used throughout the building. It may be prudent to replace the current water heaters with a smaller, natural gas heater. Donna Haines and Ken McAndrew will discuss how to proceed. Vincent Loeffelholz questioned why the entire County Board was looking into the Community Services Building utilization issues rather than the Orchard Manor/Farm Committee.

McAndrew reported the current security system is outdated and difficult to repair. Parts are no longer readily available. One vendor has proposed a new system using existing wiring.

Robert Keeney made the motion seconded by Robert Scallon to put the security system out for bids and to authorize Donna Haines to contract with the low bidder. Motion carried, voice vote.

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

- The current census is 107 geriatric and 31 ICF/MR residents.

- A number of residents and staff contracted a GI illness during the last two weeks. Visitors and activities were restricted during that time, but the restrictions were lifted November 7.
- Aramark representatives were on site to address laundry issues. Orchard Manor does have two bids for on-site washers and dryers. The former laundry vendor is under new ownership and may also be an option if problems continue.
- Future training: The activities manager/music therapist will be attending a national conference in Atlanta. Orchard Manor paid the registration and the employee will be paid for the four days she is out of the facility. All travel and meals are at her expense.
- The annual Orchard Manor holiday party will be held Friday, January 13, 2012 at Holiday Gardens in Potosi. Staff pays for the party from their proceeds from pop sales.
- The Thanksgiving meal for residents and guests will be held on Saturday, November 19, 2011.

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

Chairperson Patrick Schroeder tentatively set Wednesday, December 14, 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 11:50 a.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