

Orchard Manor/County Farm Committee Meeting Minutes April 10, 2013

Chairperson Robert Keeney called the meeting to order at 10:00 a.m. Chairman Keeney noted a quorum was present and certified the meeting was in compliance with the Open Meetings Law. Committee Members present were Vincent Loeffelholz, Gary Ranum, Patrick Schroeder, and Donald Splinter. Other Grant County staff members attending the meeting were Donna Haines and Carol Schwartz. Ron Abing also attended.

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

Patrick Schroeder made the motion seconded by Donald Splinter to approve the March 15, 2013 Orchard Manor and Farm Committee minutes with the replacement of the word "Friday" with "Wednesday." Motion carried, voice vote.

Ron Abing had no specific farm issues. He explained Majestic View has an excellent working relationship with the DNR and work closely with them on projects to ensure the farm and land is in full compliance. Donna Haines presented some ideas to reduce the amount of acreage Orchard Manor mows each year. Some of the area could be planted with prairie grasses or wildflowers. Some land could also be offered for gardening projects for the community or non-profit groups. More consideration will be given to the ideas before next year's mowing season begins.

Vincent Loeffelholz made the motion seconded by Patrick Schroeder to accept the March 2013 County Farm Cash Balance Statements and vouchers as presented. Motion carried, voice vote.

Maintenance Supervisor Ken McAndrew reported on the energy recovery units. The building previously had issues maintaining cooler indoor temperatures when the temperatures rose outside. After reviewing plans and talking with the contractor, McAndrew determined a jumper was connected to the ERV that was overriding a circuit card that had been installed. This circuit card allows the unit to automatically turn on and off at specific temperatures.

Chairman Keeney indicated his business had a used skid steer Orchard Manor may like to use for one week to see if it is the model type needed. Any purchase would have to be made from a vendor with no affiliation to a county supervisor.

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

- The current census is 108 geriatric and 30 ICF/ID residents.
- The lawn mowing contract for this season was awarded to New Image Landscaping & Outdoor Services LLC in Bloomington for \$335 per mowing with no trimming.

- The plans for the personal laundry area have received all necessary approvals. The bid for the natural gas hookup is still needed. Orchard Manor is finalizing the costs for the new wall and the electrical work.
- Committee members toured the building to see the newly installed flooring in dayrooms and a lounge.
- The committee was updated on repairs made to the Community Services Building after the 2012 water leaks.
- April 17-18 is the WACH Legislative Conference in Madison. Donna Haines will attend and committee members are also encouraged to attend.
- Southwest Design Associates created a conceptual drawing of the 400-wing covered entrance. They estimated construction costs at approximately \$80,000. Committee members suggested seeking grants from the Dubuque Racing Association and the Ray and Kay Eckstein Charitable Trust to assist fundraising efforts.
- Two LPN positions are open. An internal hire will be made from the new LPN graduates already working at the facility.

Patrick Schroeder made a motion seconded by Donald Splinter to accept the March 2013 Orchard Manor Cash Balance Statements and vouchers as presented. Motion carried, voice vote.

Chairperson Robert Keeney tentatively set Wednesday, May 8, 2013 at 10:00 a.m. for the next regular meeting. Vincent Loeffelholz made the motion seconded by Gary Ranum to adjourn the meeting at 11:40 a.m. Motion carried, voice vote.

Committee Secretary

Recording Secretary

Date

Date