

Orchard Manor/County Farm Committee Meeting Minutes October 9, 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 Larry Wolf, Donna Haines, and Carol Schwartz. Ron and Terri Abing also attended.

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

Vincent Loeffelholz made the motion seconded by Patrick Schroeder to approve the September 11, 2013 Orchard Manor and Farm Committee minutes. Motion carried, voice vote.

Ron Abing said he would like to submit a new rent proposal and discuss the farm rental contract at the next meeting.

Donald Splinter made the motion seconded by Patrick Schroeder to accept the September 2013 County Farm Cash Balance Statement as presented. Motion carried, voice vote.

Craig Hollingsworth reported on the work he had done evaluating timber on the farm. He marked the poorer walnut and other mixed hardwood trees. These trees are damaged, crooked, and marred. He estimated the value of these trees at \$20,000. He also marked other trees to cut to improve the growth of the better walnut trees. Hollingsworth prepared a prospectus and contract to bid the tree removal project. The logger would be buying the standing timber that has been marked for removal. Our corporation counsel has reviewed and approved these documents.

Patrick Schroeder made the motion seconded by Vincent Loeffelholz to send out the proposal for bids. Motion carried, voice vote.

Hollingsworth also suggested pruning of the remaining walnut trees. He estimated an expense of \$4,500 to prune approximately 20 acres in addition to his time to mark the trees.

Maintenance Supervisor Ken McAndrew reported the concrete work in the 700-wing courtyard is finished. The quarterly maintenance is done on the energy recovery units (ERVs) on the roof. The maintenance department is cleaning the coils rather than contracting an outside firm. A garbage disposal in the kitchen was broken and had to be replaced. Maintenance painted the parking lot lines. The groundskeeper broke his hand and needed to have surgery.

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

- The current census is 105 geriatric and 26 ICF/ID residents.
- There are two geriatric referrals and to ICF/MR referrals at this time.
- Teri Koeller is the new DON and she will begin on November 4.

- The \$50,000 payment to the farm from Orchard Manor will be waived in the final budget for 2014. Orchard Manor reduced its appropriation request by another \$5,000 to compensate for the savings on operating systems with the IT Department's new software licensing purchase.
- Three nurse managers, the DON, the Director of Employee Services, and the music therapist will attend a Focus 2013 program sponsored by the Department of Health Services (DHS). The cost will be \$90 for day 1; \$110 for day 2; or \$200 for both days.
- Orchard Manor has the following open positions: night LPN, weekend RN, and various CNA shifts.

The Activities Supervisor, Lisa Swanson, gave a presentation regarding her job duties at Orchard Manor and the music internship program.

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

Chairperson Robert Keeney tentatively set Wednesday, November 13, 2013 at 10:00 a.m. for the next regular meeting. A farm tour may be offered after the meeting if weather permits. Patrick Schroeder made the motion seconded by Gary Ranum to adjourn the meeting at 11:55 a.m. Motion carried, voice vote.

Committee Secretary

Recording Secretary

Date

Date