

Orchard Manor/County Farm Committee Meeting Minutes December 11, 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, Patrick Schroeder, and Donald Splinter. Gary Ranum was excused from attending. Others in attendance were Grant County staff members Larry Wolf, Donna Haines, and Carol Schwartz; County Supervisors John Beinborn, Dale Hood, and Lester Jantzen; and Ron and Terri Abing. Myron Tranel joined the meeting in progress.

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

Vincent Loeffelholz made the motion seconded by Donald Splinter to approve the November 13, 2013 Orchard Manor and Farm Committee minutes. Motion carried, voice vote.

Patrick Schroeder made a motion seconded by Robert Keeney to adjourn to closed session per statute 19.85 (1)(e) Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session, Farm Rental contract addendum/extension. Motion carried by roll call vote with one dissenting vote by Loeffelholz. Donald Splinter made the motion seconded by Patrick Schroeder to return to open session. Motion carried; voice vote.

Patrick Schroeder made the motion seconded by Donald Splinter to accept the addendum to the current farm lease agreement with Majestic View Dairy, LLC with the deletion of paragraph three and updated lease dates included. Motion carried; voice vote; with one dissenting vote by Loeffelholz. The addendum extended the lease through March 17, 2020 with increased lease rates.

Patrick Schroeder made the motion seconded by Robert Keeney to accept the November 2013 County Farm Cash Balance Statement as presented. Motion carried, voice vote.

Myron Tranel asked to address the committee regarding the farm lease. He was in favor of putting the lease out for bid, rather than extending the current lease. He believes the current rent is low in comparison to other land in the area.

Maintenance Supervisor Ken McAndrew reported snow removal has been a primary focus of the department. He also gave a short presentation about his duties as maintenance supervisor for Orchard Manor.

Donald Splinter made a motion seconded by Vincent Loeffelholz to authorize the issuance of a credit card to the Administrative Assistant I with a \$1,000 credit limit. Motion carried; voice vote.

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

- The current census is 112 geriatric and 28 ICF/ID residents.

- The annual Christmas meal for residents and their families will be held on Saturday, December 14.
- December 17 residents and staff will participate in the annual Christmas Variety Show and on December 19 Santa will visit residents and bring gifts.
- On December 5, Sheriff Nate Dreckman gave a presentation on free speech in a government facility. Attendance was mandatory for all Orchard Manor staff.
- Managers have begun working on weekends. They also help serve meals and assist serving during Happy Hours.
- Orchard Manor is sending five people (DON, Dietary Supervisor, 3 Nurse Managers) to management supervisory training coordinated by the Personnel Department.
- Nursing will begin a group evaluation process to better evaluate CNAs.
- Two nurses have resigned and there are still bonus CNA positions available.

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

Chairperson Robert Keeney tentatively set Thursday, January 9, 2014 at 1:00 p.m. for the next regular meeting. Patrick Schroeder made the motion seconded by Donald Splinter to adjourn the meeting at 12:05 p.m. Motion carried, voice vote.

Committee Secretary

Recording Secretary

Date

Date