

Orchard Manor/County Farm Committee Meeting Minutes February 8, 2017

Committee Vice Chairman Patricia Reynolds called the meeting to order at 10:00 a.m. Vice Chairman Reynolds noted a quorum was present and certified the meeting was in compliance with the Open Meetings Law. Committee members present were Dale Hood, Dwight Nelson, and Robert Scallon. John Patcle was excused. Grant County staff member, Carol Schwartz was present. Ron and Terri Abing also attended.

Dale Hood made the motion seconded by Robert Scallon to approve the agenda. Motion carried, voice vote.

Dwight Nelson made the motion seconded by Dale Hood to approve the January 11, 2017 Orchard Manor and Farm Committee minutes. Motion carried, voice vote.

Majestic View reported no concerns at the farm at this time.

Dwight Nelson made the motion seconded by Robert Scallon to approve the December 2016 and January 2017 farm cash balance statement and farm vouchers. Motion carried, voice vote.

Eldon Schneider and Jim Bousley, IIW Engineering, updated the committee on the reporting due for the sewer permit at Orchard Manor and presented draft copies of their report. They explained a proposed option for connection to the City of Lancaster sewer system, which must be included in their report. This option would include a mechanical screen on discharge from the proposed new jail. Prior to submittal, a financing option must be determined and a commitment letter from the city for the extension is necessary. Construction costs for this option would be approximately \$1.8 million and would be \$2.12 million with a contingency fund included.

Steve Winger and John Hauth were on hand from the City of Lancaster to participate in the discussion on the sewer. They indicated the city is interested in new development of commercial and residential property around the former TC's Beverage site, so this sewer project would fit with those plans. The city expects to do some cost sharing on the project and is ready to make the project move forward.

Public Property had discussed electrical issues at the Community Services Building. Thermal imaging cameras did not detect any heat issues of concern with the wiring. Public Property suggested decreasing the number of printers online at one time and considered additional direct wiring for the computer equipment.

WorxHub software for the facility is up and running. Capital assets will be entered into the WorxHub system, too.

Robert Scallon made the motion seconded by Dwight Nelson to advertise to bid the 2017 lawn mowing services for Orchard Manor property and have them available for review at the March meeting. Motion carried, voice vote.

Maintenance will have Nieland Refrigeration here to replace the 3rd compressor in the kitchen. The 700/800 dayroom refurbishing project is nearing completion. The basement stairwells have been retreaded. Orchard Manor has their old vehicle and some kitchen items advertised on the Wisconsin Surplus website. The new bus is due to arrive late February or early March.

Orchard Manor would like permission to apply for an equipment grant. Robert Scallon made the motion seconded by Dale Hood to apply for the West Bend Insurance Safe Transfer grant. Motion carried, voice vote.

Carol Schwartz and the Committee discussed the following Orchard Manor issues:

- The current census is 97 geriatric and 28 intellectually disabled residents.
- Some staff and some residents have been experiencing gastrointestinal illness.
- The facility is still in need of 12 CNAs and two RN/LPNs.
- The nursing sign-on bonus and the referral bonuses are in place. Two nurses were hired under the bonus and referral programs.
- The main geriatric dining room will be painted and updated.
- The DON will attend the annual DON Symposium in Lake Geneva later this month.

Dwight Nelson made a motion seconded by Robert Scallon to accept the January 2017 Orchard Manor Cash Balance Statements and vouchers as presented. Motion carried, voice vote.

Vice Chairman Reynolds tentatively set Wednesday, March 8, 2017 at 10:00 a.m. for the next meeting. Dwight Nelson made the motion seconded by Dale Hood to adjourn the meeting at 11:17 a.m. Motion carried, voice vote.