

Orchard Manor/County Farm Committee Meeting Minutes July 11, 2018

Committee Chairman Donald Splinter called the meeting to order at 10:00 a.m. Chairman Splinter noted a quorum was present and certified the meeting was in compliance with the Open Meetings Law. Committee members present were Greg Fry, Roger Guthrie, Dale Hood, and Gary Northouse. Grant County staff members Robert Keeney, Shane Drinkwater, and Carol Schwartz were present. Terri Abing also attended.

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

Roger Guthrie made the motion seconded by Gary Northouse to approve the May 9, 2018 Orchard Manor and Farm Committee minutes. Motion carried, voice vote.

Terri Abing explained their Department of Natural Resources Compliance Permit must be renewed next year. There are additional requirements regarding runoff that may have to be addressed prior to the renewal.

Greg Fry made the motion seconded by Gary Northouse to accept the May 2018 Farm Cash Balance Statements and vouchers as presented. Motion carried, voice vote.

Roger Guthrie made the motion seconded by Greg Fry that the Orchard Manor/Farm Committee adopts the annual compliance maintenance resolution. Motion carried, voice vote.

Orchard Manor did receive its renewed permit for the sewer plant with a five-year expiration date. It was issued with the knowledge we are connecting to City of Lancaster sewer line.

Robert Keeney updated the committee on construction progress. The committee then discussed buildings on Orchard Manor grounds that could be razed in conjunction with the construction project. The Community Services Building, the garage, the LIFE Building, and the old boiler building would all have a potential to be razed. The departments in the new building have a need for a storage shed. It could potentially be shared with Orchard Manor maintenance.

Gary Northouse made the motion seconded by Greg Fry to authorize the razing of the LIFE Building and the Community Services Building as needed for the completion of building site work. Motion carried, voice vote.

The sewer project is moving forward. The route is being finalized. Work will probably not begin until after harvest.

Maintenance reported one of the boilers is not working properly. Maintenance then presented some of the capital items in need of replacement at the facility. Our generator was built in 1969. We have researched the generator that is at the current jail and how feasible it would be to eventually transfer it to Orchard Manor as a replacement. The unit is an outdoor unit and would have to be modified to be placed in our generator building. We would need to install a second transfer switch, rent a crane to move it, and spend approximately \$27,000 for electrical wiring. The nurse call system is original and has had some breakdowns. The chiller units for the air conditioning are in need of replacement. They have been in need of repairs on a regular basis. The boilers are original to the

building. They are inefficient, difficult to find parts for and costly to operate. Replacing them with high efficiency equipment would provide thousands of dollars in savings. The employee parking lot can no longer just be resurfaced; it would need to be replaced in the future. The facility plow truck is 10 years old, too.

Roger Guthrie made the motion seconded by Gary Northouse to recommend to the County Board the use of Farm Account funds for a generator (\$60,000); nurse call system (\$89,546); and boilers/hot water heaters (\$372,000). Motion carried, voice vote.

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

- The current census is 87 geriatric and 25 intellectually disabled residents.
- Kim Bell was hired as the new Human Resources/Payroll Clerk.
- CNA staffing is good at present. Two nurses have resigned and we do need to hire in that department. Activities will need to replace a retiring staff member.
- Orchard Manor did not receive a Dubuque Racing Association grant award this year. We also did not receive the West Bend Insurance grant for resident lift equipment.
- The recent appearance of a hitchhiker here in the early morning prompted staff to request more security cameras on site. We have been discussing updating current security cameras with higher resolution ones and potentially adding more to our system.
- Our LEAN group is still working with policy writing/reorganization. Policy committees will review policies one department at a time.
- The survey window is open now for geriatric survey. The ICF-ID survey was June 25-27, 2018. Only minor cites were noting in the exit meeting. The final Statement of Deficiencies has not been sent to us yet.
- Our community-wide disaster drill was held on June 14. The drill included Emergency Management, EMS, Grant Regional Health Center, and Atrium Post-Acute. It went well and was a good learning process.

Roger Guthrie made the motion seconded by Greg Fry to accept the May 2018 Orchard Manor Cash Balance Statements and vouchers as presented. Motion carried, voice vote.

Chairman Splinter tentatively set Wednesday, September 5, 2018 at 9:00 a.m. for the next meeting. Roger Guthrie made the motion seconded by Dale Hood to adjourn the meeting at 11:33 a.m. Motion carried, voice vote.