

Orchard Manor/County Farm Committee Meeting Minutes March 13, 2019

Committee Chairman Donald Splinter called the meeting to order at 9:00 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 and Carol Schwartz were present. Ron and Terri Abing also attended.

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

Gary Northouse made the motion seconded by Greg Fry to approve the January 9, 2019 Orchard Manor and Farm Committee minutes. Motion carried, voice vote.

Majestic View did not have any issues to discuss. The committee discussed the easement needed from the County Farm for the sewer project. It would be a "permanent limited easement" and would be 40 feet wide. There will be a preconstruction meeting on March 20, 2019 at 2:00 p.m. at City Hall.

Greg Fry made the motion seconded by Gary Northouse to approve the easement request for the sewer extension project. Motion carried, voice vote.

Roger Guthrie made the motion seconded by Greg Fry to accept the January and February 2019 Farm Cash Balance Statements and vouchers as presented. Motion carried, voice vote.

Robert Keeney updated the committee on construction and sewer progress. All of the easements have been obtained. The County is in discussions with the City regarding construction oversight for the project. The crews have completed many of the final touches on the new building. No decisions have been made on location for the communication tower.

The nurse call system is installed and in use. The generator, boilers, and chiller projects are all underway. We purchased several new beds. During the inclement weather, we did have issues with ice on the sidewalks and parking lots.

Mary Bailie, Housekeeping Supervisor, and Laura Knutson, Dietary Manager, made brief presentations to the committee about their departments. The committee is interested in hearing from a manager at each meeting to gain a better understanding of the facility. Roger Guthrie recommended we obtain quotes to purchase equipment next year to make serving food on the wings work even better.

Donald Splinter made the motion seconded by Roger Guthrie to refill the Maintenance Worker position. Motion carried, voice vote.

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

- The current census is 86 geriatric and 25 intellectually disabled residents.
- Two full-time PM CNAs and two full-time night CNAs are needed, as well as weekend staff. Two nurses are needed. The music therapist position is also being advertised. One housekeeper for a 0.6 position is vacant. The HR/Payroll person resigned and must also be replaced.

Roger Guthrie made the motion seconded by Gary Northouse to accept the January and February 2019 Orchard Manor Cash Balance Statements and vouchers as presented. Motion carried, voice vote.

Chairman Splinter tentatively set Wednesday, May 8, 2019 at 9:00 a.m. for the next meeting. Roger Guthrie made the motion seconded by Dale Hood to adjourn the meeting at 10:00 a.m. Motion carried, voice vote.