

Orchard Manor/County Farm Committee Meeting Minutes May 8, 2019

Committee Chairman Donald Splinter called the meeting to order at 8:30 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. Ron and Terri Abing also attended.

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

Gary Northouse made the motion seconded by Roger Guthrie to approve the March 13, 2019 Orchard Manor and Farm Committee minutes. Motion carried, voice vote.

Majestic View will need to reseed some areas of alfalfa due to the construction project. They will do the reseeding and be reimbursed for seed and labor by the project. There is internal fencing in need of replacement on the farm. Majestic View will do the work of replacing the fencing.

Roger Guthrie made the motion seconded by Gary Northouse to pay for the materials and part of the farm's labor to replace the fencing. Motion carried, voice vote.

Gary Northouse made the motion seconded by Dale Hood to accept the March and April 2019 Farm Cash Balance Statements and vouchers as presented. Motion carried, voice vote.

Robert Keeney updated the committee on construction and sewer progress. Rule Construction anticipates completion of their work by the end of May. The screen for the lift station is being shipped from Germany. The current anticipated delivery date is September 2, 2019. The open house is planned for May 18. None of the departments has moved into the new building as of this date. The Holiday Project plans on moving out of the old building by June 1.

The new chillers are set and hooked up. A technician will start them up on Friday. The budget was \$150,000 and we are currently at \$150,137 for the project. The boiler project had a budget of \$372,000 and the contractor bid \$370,000 and will stick to that amount. All three of the boilers will be in place by the end of next week. The generator project is an increase in the size of the boiler as well as a replacement. Two transfer switches had to be added, which increases the budget for the electrician. The State of Wisconsin requires a plan review by an electrical engineer. It will cost \$15,000 for the review and the application with the State is \$5,000. These costs were in addition to the original project estimated cost of \$69,000.

Roger Guthrie made the motion seconded by Gary Northouse to utilize up to \$50,000 from the Farm Fund to finish the capital improvements previously authorized. Motion carried, voice vote.

A family donated the money for the materials to build a gazebo as a shelter outside the 600-wing memory care unit. That project will begin on Monday. A new groundskeeper was hired to fill a vacant position.

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

- Nikki Durni, Activity Director, gave a presentation to the committee about her position and duties.
- The current census is 80 geriatric and 25 intellectually disabled residents.
- A new music therapist has been hired and will start on Friday.
- Two full-time PM CNAs and two full-time night CNAs are needed, as well as weekend staff. Two nurses are needed. Interviews are being held for a part-time activity aide position. A part-time housekeeping position is open.
- Our occupational therapist attended training to learn a dry needling technique, which is billable.
- Orchard Manor is trying to contract with a speech therapist because Grant Regional Hospital told us they will no longer provide our speech therapy services.
- The State came in on a complaint survey on April 23. We do not have the final statement of deficiencies at this time.
- The facility is in its survey window for the ICF-IID unit. Surveyors could arrive at any time.
- Orchard Manor did experience computer downtime for approximately 1 ½ hours yesterday, but the situation has been rectified.

Greg Fry made the motion seconded by Donald Splinter to refill the vacant dietary aide position. Motion carried, voice vote.

Roger Guthrie made the motion seconded by Gary Northouse to rehire a retired activity aide for an on call position at the wage at which she retired. Motion carried, voice vote.

Roger Guthrie made the motion seconded by Greg Fry to accept the March and April 2019 Orchard Manor Cash Balance Statements and vouchers as presented. Motion carried, voice vote.

Chairman Splinter tentatively set Wednesday, July 10, 2019 at 9:00 a.m. for the next meeting. Roger Guthrie made the motion seconded by Dale Hood to adjourn the meeting at 9:35 a.m. Motion carried, voice vote.