

Orchard Manor/County Farm Committee Meeting Minutes November 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, Jack Johnson, and Carol Schwartz were present.

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

Gary Northouse made the motion seconded by Greg Fry to approve the September 11, 2019 Orchard Manor and Farm Committee minutes. Motion carried, voice vote.

The Majestic View contract will be up for renewal soon and should be discussed at the next meeting.

Roger Guthrie made the motion seconded by Dale Hood to accept the September and October 2019 Farm Cash Balance Statements and vouchers as presented. Motion carried, voice vote.

Robert Keeney provided updates on the sewer project and the Community Services Building. Orchard Manor is connected to the City sewer. The Department of Natural Resources has been contacted regarding decommissioning guidelines for the sewer plant at Orchard Manor.

The committee discussed the frequency of the Orchard Manor/Farm Committee meetings. The current schedule allows for meetings every other month. The consensus was more frequent meetings may be held by the call of the chair.

Jack Johnson was on hand to discuss snow removal and groundskeeping for the Community Services Building. In the spirit of departmental cooperation, CSB and Orchard Manor will work together to share equipment and staff as needed to ensure the needs for both buildings are met.

Maintenance updated the committee on the capital projects from 2019. The nurse call system is complete. The installation of the boilers and chillers is complete. The chillers will need more glycol added. Matt Thill explained the current progress of the generator replacement project. The project had a number of costs not identified until the project began. Engineering costs and State plan review fees were necessary. The electrician's work will be much more extensive than originally anticipated. Once work has begun on the generator replacement, all wiring in the building must be up to current code requirements.

Donald Splinter made the motion seconded by Roger Guthrie to send a request to the Executive Committee for an additional \$120,000 from the Farm account to complete the generator project. Motion carried, voice vote.

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

- The current census is 81 geriatric and 25 intellectually disabled residents.
- Day shift and night CNAs are needed, as well as weekend staff. RN needed for PM/Nights.

- The fall Focus conference is coming up next week. Social Services will attend along with some of the nursing staff.
- An RN attended classes to obtain her recertification as a wound nurse.

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

Roger Guthrie made the motion seconded by Greg Fry to adjourn to closed session per state statute 19.85 (1) (c) in considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility, specifically as it relates to the performance evaluation of the Administrator; and state 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 as it relates to Orchard Manor contracts negotiations; and state statute 19.85 (1) (g) conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved. Roll call vote was unanimous. Roger Guthrie made the motion seconded by Greg Fry to reconvene to open session. Motion carried; voice vote.

Roger Guthrie made the motion seconded by Gary Northouse to authorize the hiring of a Physical Therapy Assistant for 30 hr./week and a Certified Occupational Therapy Assistant for 20 hr. week. Motion carried, voice vote.

Chairman Splinter tentatively set Wednesday, January 8, 2020 at 9:00 a.m. for the next meeting. Roger Guthrie made the motion seconded by Gary Northouse to adjourn the meeting at 11:14 a.m. Motion carried, voice vote.