

Orchard Manor/County Farm
Committee Meeting Minutes
March 12, 2025

Committee Member/Chairperson, Richard Sanson called the meeting to order at 9:00 a.m. Richard Sanson noted a quorum was present with Joe Mumm by Zoom, and Alesha Erdenberger certified the meeting was in compliance with the Open Meetings Law. Committee members present were Joe Mumm (by zoom), Diane Nelson, Roger Guthrie, Richard Sanson, and Mark Vosberg. County Board Chairman, Robert Keeney. Grant County staff members present: Shane Drinkwater, Garry Pluemer, Alesha Erdenberger, and Nate Dreckman. Others: Terri Abing, Troy Maggied, and Jacob Nelson.

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

Roger Guthrie made the motion seconded by Diane Nelson to approve the February 12, 2025 Orchard Manor and Farm Committee minutes. Motion carried, voice vote.

Farm Business. Terri Abing was present. No report given.

Alesha provided a financial report and vouchers for the Farm. Terri left the meeting.

Roger Guthrie made the motion seconded by Mark Vosberg to approve the Farm report, financial report and vouchers as presented. Motion carried, voice vote.

Southwest Regional Presentation- SWOT Analysis- Speaker Troy Maggied- Troy presented a summary of the SWOT Analysis completed on February 26, 2025 with Board members and Orchard Manor staff. The collection of discussion items will be provided with the final report in April 2025. Troy presented a PowerPoint and discussed several highlights from the SWOT analysis that he intended to add to the strategic plan. The Board thanked both Troy and Jacob for their report, and both left the meeting.

Capital and Custodial Assets, Finance Policy, edit- Alesha presented that this item was on the agenda to assist in clarifying the motion. Alesha requested to specify that the Finance policy for capital and custodial assets from the Grant County Administrative Manual be approved for Orchard Manor to use for capitalizing assets on the 2024 depreciation schedule for effective year of 2024.

Roger Guthrie made the motion seconded by Diane Nelson to approve Orchard Manor to amend its asset capitalization process beginning in 2024 moving forward to fully adopt the Grant County Capital and Custodial Assets, Finance Policy in the Grant County Administration Manual. Motion carried, voice vote.

Humidification Project Bids Progress- Garry presented that there were two bids for the humidification project, and the cost is much higher than what was budgeted. Garry presented that due to the design work and our current layout of the facility are big reasons for the increased projected cost. Garry stated that the project review team of Nate, Alesha, and myself would recommend that we not move forward and update humidification system when the facility is renovated.

Mark Vosberg made the motion seconded by Diane Nelson to place a hold on the humidification project at this time due to being over budget and not accept either bid. Motion carried, voice vote.

Change Orders for Temperature Control Upgrade- Garry presented two separate change orders to the heating temperature control upgrade. One for \$22,980 for the chiller to work on 2 different sections, add a 10-horse pump, add 80 to 100 feet of pipe in an area 10 by 10 feet, and take out schedule 40 PVC sewer 4-inch pipe and put in schedule 80 4-inch pipe. The second change order was for \$9,270 for glycol to be added during the flushing process for the heating system. Garry commented that the system will need to be flushed many times to ensure filaments are all removed.

Mark Vosberg made the motion seconded by Diane Nelson to approve the change orders as presented by Garry Pluemer at a total cost of \$32,160 to be paid by the reallocation of funds from the 2025 capital fund under Humidification. Motion carried, voice vote.

Door Control/Wander guard, RFP/Bid/Contractor Approval- Alesha presented that there were two separate bids from local experts. Alesha stated that a RFP-Request for Proposal was provided, and one of the bids were very thorough and complete. A project team reviewed the specifications and determined not only did one bidder be very specific and follow the RFP; they also had some history with us by fixing our door alarming issue in 2024, while the other bidder had an opportunity but did not fix our past issue even after being asked. The project team has a recommendation of going forward with the higher bidder due to expertise and professionalism. Further discussion ensued regarding the need for additional bids from an Electrician and SGTS, the door software company, to complete the project costs. Alesha presented that the budgeted amount was \$140,000.

Roger Guthrie made the motion seconded by Mark Vosberg to approve Clear Path Connections as the awarded bidder for the Door Control/Wander Management project, as presented. Motion carried, voice vote.

Orchard Manor Operations-

Chairperson's report- Rick Sanson reported that he attended the SWOT analysis, and he found it was a very good exercise.

Maintenance Supervisor Report- Garry presented the following items:

- New Employee, James Mooney, currently training at Orchard Manor
- Hwy 129/Orchard Manor Parking Lot project plans

Administrator's Report- Alesha Erdenberger and the Committee discussed the following Orchard Manor items:

- The current census is 45 SNF and 23 intellectually disabled residents.
- Visitation remains the same.
- Facility updates- Travis Tranel visit, State Capital visit with LeadingageWI, Eckstein Grant for a bus, and CMP/IDR process started.

Alesha presented the Orchard Manor vouchers and financial report.

Mark Vosberg made the motion seconded by Roger Guthrie to approve the Orchard Manor financial report and vouchers as presented. Motion carried, voice vote.

Richard Sanson tentatively set the next regular meeting for Wednesday, April 9, 2025 at 9:00 a.m. at the CSB Building.

Diane Nelson made the motion seconded by Roger Guthrie to adjourn the regular meeting. Date set for next regular meeting is April 9, 2025 at 9am at CSB training room. Motion carried, voice vote.