

Orchard Manor/County Farm Committee Meeting Minutes October 14, 2009

Chairperson Tony Runde called the meeting to order at 10:00 a.m. Maynard Behncke made the motion seconded by Vincent Loeffelholz that Orchard Manor is in compliance with the open meeting law. Motion carried. Committee Members present were Tony Runde, Maynard Behncke, Hans Kostrau, Paul Landon, and Vincent Loeffelholz. Other Grant County staff members attending the meeting were John Patcle, Donna Haines, and Carol Schwartz. Also in attendance were Bob Keeney and Ron and Terri Abing.

Vincent Loeffelholz made the motion seconded by Hans Kostrau to approve the existing agenda. Motion carried.

Paul Landon made the motion seconded by Maynard Behncke to approve the September 9, 2009 Orchard Manor and Farm Committee minutes. Motion carried.

Ron Abing reported Majestic View would again be pumping and hauling the sludge for Orchard Manor. The committee then discussed other farm issues such as consideration of pouring a 60'x 150' blacktop pad by June of 2010; painting or putting tin siding on the hog building; repairs to the farm well; and a possible loan from the farm account for a roof on the Youth & Ag Building. Hans Kostrau suggested the possibility of utilizing prisoners with work-release privileges to paint the hog building. If the committee proceeds with the concrete pad, it will seek bids; including a bid from the highway department.

Hans Kostrau made the motion seconded by Paul Landon to pay the expenses for well repair from the farm account. Motion carried. Maynard Behncke made the motion seconded by Vincent Loeffelholz to authorize a 0% interest loan from the farm account to pay for the roof capital project on the Youth & Ag Building to be repaid to the farm in equal annual installments over a period of five years from the date of the loan. Motion carried.

Paul Landon made the motion seconded by Vincent Loeffelholz to accept the September 2009 County Farm Cash Balance Statement and vouchers as presented. Motion carried.

Tony Runde asked Donna Haines to gather financial figures for the next committee meeting representing the financial contributions the farm has made to the county during recent years.

Donna Haines and the Committee discussed the following Orchard Manor issues:

- The current census is 101 geriatric and 31 ICF/MR residents.
- The facility is continuing follow-up training with Keane. The medication segment of the software will be the next to be implemented.
- The scheduling/payroll software is installed and the new time clock has arrived. The system will be implemented before year-end.
- Local Government Insurance did inspect Orchard Manor for hail damage. The siding is damaged and they will replace it. They will come back again to view the roof, but damage on the roof does not appear to be as severe.
- Future training costs for the facility include:
 - Attendees for the FOCUS 2009 Conference in Wisconsin Dells (total number of attendees has not been determined at this time).
- The Director of Employee Services/Quality Assurance position is vacant due to the transfer of Jan Lintvedt to the part-time social worker position. The facility

would like to maintain this position as is and seek a replacement with an RN license and a 4-yr. college degree. The position was designed to allow the facility to take full advantage of reimbursement opportunities from Medicaid.

Paul Landon made the motion seconded by Hans Kostrau to replace the position of Director of Employee Services/Quality Assurance as it is currently designed. Motion carried.

- Carol Schwartz presented bids from three audit firms for audit services for Orchard Manor.

Maynard Behncke made the motion seconded by Paul Landon to accept the lowest 3-yr. bid, which was made by the current audit firm of Johnson Block and Co. Motion carried.

Paul Landon made a motion seconded by Hans Kostrau to accept the September 2009 Orchard Manor Cash Balance Statement and vouchers as presented. Motion carried.

No other business was presented or acted upon at this time.

Chairperson Tony Runde tentatively set Wednesday, November 11, 2009 at 10:00 a.m. for the next meeting. Paul Landon made the motion seconded by Vincent Loeffelholz to adjourn the meeting at 11:25 a.m. Motion carried.

Committee Secretary

Recording Secretary

Date

Date