Orchard Manor/County Farm
Committee Meeting Minutes
March 11, 2026

Committee Member/Chairperson, Rick Sanson, called the meeting to order at 9:00 a.m. Rick Sanson also noted a quorum was present, and Alesha Erdenberger certified the meeting was in compliance with the Open Meetings Law.

Committee members present were Roger Guthrie, Rick Sanson, Diane Nelson, and Mike Timmerman. Absent: Joe Mumm. Grant County staff members present: Robert Keeney, Nate Dreckman, Garry Pluemer, Shane Drinkwater, and Alesha Erdenberger. Others present: Terri Abing.

Roger Guthrie made the motion seconded by Diane Nelson to approve the agenda, as presented. Motion carried, voice vote, without negative vote.

Mike Timmerman made the motion seconded by Diane Nelson to approve the minutes from the regular meeting on February 11, 2026. Motion carried, voice vote, without negative vote.

Farm Business. Robert presented that Keith at the CSZ Department is working on a plan with the State regarding adding water management plan for the area between the CSB building and Orchard Manor to manage old sewer pipe and add a catch basin. Per Robert, both Brady and Keith from CSZ are working on getting federal funding, no plan has been established and this area will be taken out of farm rent.

Alesha provided a financial report and vouchers for the Farm.

Roger Guthrie made the motion seconded by Diane Nelson to approve the Farm report, cash balance and voucher report, as presented. Motion carried, voice vote, without negative vote.

Water Main Loop- Robert reported that Grant County representatives attended a meeting at the City Hall with City representatives and the City Engineer to discuss and review the engineering plan developed two years ago. Robert reported he started a new communication with a landowner and he is waiting to hear from another landowner. Robert stated that by the end of March we would like to establish agreements to get surveys completed for right-a-ways with landowners in our proposed path. The goal is to stay close to Highway 129 and behind CSB to have a continual loop. The proposed cost is estimated at $2 million total and planning for Fall 2026 construction to begin.

Hire Team Engineering to start design process for the remainder of parking lot – Garry requested approval to continue working with Team Engineering to design the back parking lot for year 2027 project. Garry received an estimate between $40,000-50,000 due to the need to design a loading ramp to accommodate semis, storm water, and garbage area where is icy. It was proposed for the funds to be taken out of the 2025 Design costs for CBRF in the capital budget.

Mike Timmerman made the motion seconded by Roger Guthrie to approve Team Engineering to begin parking lot designing and funds to be taken from the 2026 capital improvement plan- design costs for the CBRF, as presented. Motion carried, voice vote, without negative vote.

Capital expense carryover to 2026- Alesha presented a follow-up to the County Board presentation of all the projects that were not completed in 2025. Alesha stated a carryover of $1,507,000 is being requested for parking lot, double doors, heating, Nurse call system, and smaller items, as presented.

Mike Timmerman made the motion seconded by Roger Guthrie to approve Team Engineering to begin parking lot designing and funds to be taken from the 2026 capital improvement plan- design costs for the CBRF, as presented. Motion carried, voice vote, without negative vote.

Change in capital budget items-Therapy/Bus-change request- Alesha requested approval to reallocate funds proposed for therapy to purchase more wheelchairs and a few Broda-specialty chairs. Alesha also requested if the funds allocated to a Bus could be used to purchase of a new wheelchair van. Discussion ensued regarding evaluating current and future transportation needs before purchasing. In addition, Alesha discussed that a request has been made to the Eckstein grant to use the remaining approximately $20,000 to use towards the purchase of a van, waiting for response. Discussion ensued regarding the holistic transportation needs for Orchard Manor.

Mike Timmerman made the motion seconded by Roger Guthrie to approve to reallocation of funds for Therapy to wheelchairs/specialty chairs and from a Bus to a Wheelchair Van, as presented. Motion carried, voice vote, without negative vote.

Operational & Strategic Plan Progress Tracker/Timeline- Alesha provided a document with a highlight of both operational goals (Elder Dynamics) and strategic goals (SW Regional Planning) with an update to each goal. Alesha highlighted several key areas including an update on the Foundation and the EHR- electronic health record review with current WellSky.

Orchard Manor Operations-
Chairperson's report- Rick Sanson had no report.

Maintenance Supervisor Report- Garry presented the following items:

- March 23rd- Parking Lot preconstruction meeting
- Bypass- change order for heating system- last item due to needing to shut off heat/drain system
- Water Supply- discussion of plumbing codes and water pressure.

Administrator's Report- Alesha Erdenberger presented the Administrator's Operations Report which include the following items:

- Five Star rating
- MDS Consulting has been a great success.
- Interviewing RN Medical Records position.

Alesha presented the Orchard Manor vouchers and financial report and provided a profit analysis separating the capital improvement projects and insurance payment for roof replacement.

Diane Nelson made the motion seconded by Mike Timmerman 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 8, 2026 at 9:00 a.m. meeting location to be Orchard Manor.

Diane Nelson made the motion seconded by Mike Timmerman to adjourn the regular meeting. Date set for next regular meeting is Wednesday, April 8, 2026 at 9am, location at Orchard Manor conference room 106. Motion carried, voice vote.

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Secretary Date

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Chair Date

Minutes written by Alesha M Erdenberger, Administrator of Orchard Manor 03/31/2026