Orchard Manor/County Farm
Committee Meeting Minutes
May 13, 2026

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

Committee members present were Carol Beals, Joe Mumm, Joann Wiederholt, Diane Nelson, and Mike Timmerman. Grant County staff members present: Robert "Bob" Keeney, Nate Dreckman, Shane Drinkwater, Garry Pluemer, Steve Morgan, and Alesha Erdenberger. Others present: Chad Heinzelman.
Each member provided an introduction of themselves.

Diane Nelson made the motion seconded by Joe Mumm to approve the presented agenda with switching #8 and #9. Motion carried, voice vote, without negative vote.

Diane Nelson made the motion seconded by Mike Timmerman to approve the minutes from the regular meeting on April 8, 2026. Motion carried, voice vote, without negative vote.

Farm Business. Alesha presented that Terri was not able to attend this meeting due to a school farm tour happening this morning, but Terri wanted everyone to know that they are working hard to be ready for the Dairy breakfast on Majestic View Farms on Sunday, June 14, 2026.

Alesha provided a financial report and vouchers for the Farm. Robert Keeney asked Nate Dreckman or Alesha Erdenberger when the farm rent will be transferred into the 2026 Budget. Nate responded that he will check into this. Discussion ensued regarding the size of the farm and the property lines.

Mike Timmerman made the motion seconded by Joe Mumm to approve the Farm report, cash balance and voucher report, as presented. Motion carried, voice vote, without negative vote.

Welcome two New Board Members- Alesha welcomed Carol and Joann.

Orchard Manor Foundation Presentation by Chad Heinzelman- Chad introduced himself as the new Orchard Manor Foundation President, a current Lancaster native, and a family member of a resident of Orchard Manor. Chad presented the other OMF Board members include Julie Durst, Kathy Nelson, and Rick Sanson who all have a connection with Orchard Manor. Crystal Becker and Alesha Erdenberger are consultants to the Foundation Board on their own time.

Chad stated that a Treasurer has not been selected yet. Chad presented that a Foundation report was provided to all Board members to review. Chad presented that the new Orchard Manor Foundation began in January 2026 – to date there have been two meetings. The Orchard Manor contact information is orchardmfoundation@gmail.com, PO BOX 5 in Lancaster, WI, and Orchard Manor Foundation- Grant County is a Facebook page. Chad presented that OMF will be applying for Lancaster Community Fund with a goal to improve landscaping with a focus on butterfly garden with the goal that all projects are maintained by the Foundation. Current fundraising has included a resident's idea-a purse and knick knack sale. A future plan for a bake sale in April. Chad also announced that future goals include creating an endowment fund and enhance the current community relationships.

Compliance and Ethics- Annual Acknowledgement/Signature- Alesha presented the 2026 Corporate Compliance plan for all Board members to review and sign an acknowledgement that they will report any concerns to the appropriate Administrator, either County Administrator or OM Administrator. Alesha stated that this an annual signature to remind Board members of their duty to report any concerns related to compliance and ethics.

Water Main Loop- Bob provided some history for the new Board members including an update on the current water main alongside highway 61, and the future goal to add another water main from the highway 129, which will require some land acquisition/easement. Discussion with the City of Lancaster and the County have begun, but will be delayed to allow transition time for the new county and city officials. Bob stated that goal is to have a new loop by Spring 2027.

Capital Improvement Planning- Next Five years – Alesha presented a document outlining proposed plans for updating the facility in the next five years. Discussion ensued regarding needing a map for a visual of the planning. Alesha presented that the goals have changed with delaying CBRF to now focusing on SNF-Memory Care due to recommendations from the Elder Dynamics consultants. This would also move the ICF renovations into 2028. The ultimate goal is to occupy and renovate all of Orchard Manor current facilities before adding new.

Review of Parking Lot project 2027- Garry presented a highlighted aerial view of the new proposed back parking lot design of adding more additional parking spots and widening the driveway from Highway 61 to around the facility to allow families to park in this area. The proposed plan is estimated at $1.4 million. Garry asked for a motion to allow the Engineers to begin designing the new parking lot, so it can be put out to bid in the Fall 2026 for planned completed Spring/Summer 2027.

Mike Timmerman made the motion seconded by Joe Mumm to approve the back parking lot project design by Teams Engineering as presented for estimated completion by Summer 2027, as presented. Motion carried, voice vote, without negative vote.

Nurse Call Quote/Proposal- Garry stated that there were three bids there were received, but one of them was late. The two bids that were submitted timely need to be verified/qualified as neither vendor toured the facility, so we are not sure of the accurate counts of call cords. A document was provided to the Board of the three quotes, but no recommendation was given until they are verified, which will be completed by the June Board meeting.

Joann Wiederholt made the motion seconded by Diane Nelson to qualify the two low bids by inviting them to tour and a new demonstration and if necessary, post the RFP again. 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.

Orchard Manor Operations-
Chairperson's report- Carol had no report.

Maintenance Supervisor Report- Garry presented the following items:

- HVAC- chiller

Administrator's Report- Alesha Erdenberger presented the Administrator's Operations Report.

Alesha presented the Orchard Manor vouchers and financial report.

Mike Timmerman made the motion seconded by Diane Nelson to approve the Orchard Manor financial report and vouchers, as presented. Motion carried, voice vote.

Carol Beals tentatively set the next regular meeting for Wednesday, June 3, 2026 at 10:00 a.m. meeting location to be Orchard Manor.

Diane Nelson made the motion seconded by Joann Wiederholt to adjourn the regular meeting. Date set for next regular meeting is Wednesday, June 3, 2026 at 10am, 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 05/26/2026