



**COMMITTEE MEETING MINUTES**  
**July 20, 2020**

**BOARD MEMBERS PRESENT:**

Toni Wissestad, Chair  
Mary VonRuden, Vice Chair  
Alan McCoy, Member  
Adam Balz, Member  
Wally Habhegger, Member

**RESOURCE PERSONS:**

Linda Smith, Administrator  
Garlynn Brookshaw, Business Services Director  
Tina Osterberg, Monroe County Administrator  
Tom Martin, Community Living Solutions  
Mark Sund, City of Sparta  
Mark Van Wormer, City of Sparta  
Tom Hanson, City of Sparta

1. **Call to Order/Roll Call** - The meeting called to order by T. Wissestad at 4:00 p.m. Roll call: T. Wissestad, here; M. VonRuden, here; W. Habhegger, here; A. Balz, here; and A. McCoy, here.
2. **Public Comment** – Pat Wall stated she was on the call.
7. **Building Project** – T. Wissestad requested this agenda item be brought first due to guests present from the City of Sparta. All committee members concurred. T. Wissestad asked L. Smith to discuss some of the questions that some of the Monroe County Supervisors had when she contacted them to address any concerns or inquiries they have in regards to the building project. L. Smith responded the water pressure and booster was one of the main concerns that was addressed. T. Hanson reviewed with the committee the history between the county and city regarding the water and sewer. T. Hanson explained the findings of the testing done for the booster station and water supply. T. Hanson concluded the city water supply is able to supply water to the building site without the booster station and it will meet DNR requirements and with a booster station it would be more than adequate. T. Hanson pointed out the pipes that were put in will last 100 years and since the structure is 24 years old they will be here for many years to come. T. Hanson's reiterated there are not any issues for the new building. T. Martin reported there is \$220,000 in the building project budget for a booster, fire pump and generator.

L. Smith and G. Brookshaw displayed for review the affect a 50 bed versus a 60 bed SNF would have on the tax levy. These amounts are a reflection on the difference in



Medicaid rates for a 50 bed versus a 60 bed. L. Smith commented the building is going from 80 licensed beds to 74 licensed beds with a combination of skilled nursing and assisted living (SNF standard). W. Habhegger expressed that this be communicated to the full county board. A. Balz recapped if the additional bonding resolution does not get approved, we are only have approval for \$16 million.

L. Smith reported one comment she received was regarding a concern that we were competing with private entities. L. Smith informed that Rolling Hills is fulfilling the mission to provide care for Monroe County citizens and providing some assisted living will lessen our burden on the tax levy as much as possible.

T. Osterberg distributed copies of the bonding resolution that will be on the agenda for the full county board on Wednesday. This resolution was approved by the Finance Committee. T. Osterberg shared a document from Brian Viegut from Baird outlining the bonding timeline and a hypothetical payment on a bond of \$20 million at 2.42%.

3. **Review of Minutes for June 15, 2020** – W. Habhegger stated that the minutes from June 15, 2020, say that he was absent but he was in attendance.

**Motion made by W. Habhegger, seconded by A. McCoy, to approve the minutes of June 15, 2020, as amended. Vote 5-0. Motion carried.**

#### 4. **Business Reports -**

**A. Presentation of Financials** – G. Brookshaw discussed the financials for May 2020.

#### 5. **Administrator's Report –**

**A. Census Update** – L. Smith updated on our current census.

Today's Nursing Home Census = 60 (80 total licensed beds)

Today's Assisted Living Census = 8 (8 total licensed beds)

**B. Monthly Report** – L. Smith reported the building has extensive roof damage from a storm on July 6<sup>th</sup>. A claim has been submitted to our insurance company but repairs will need to be done before the claim has been processed. L. Smith apprised a quote was also received on the damaged chiller unit and repairs were done to our TV system all of which will be turned into insurance. L. Smith reported the roof repair is estimated to be: 65 building = \$65,000, 48 building = \$32,495 and Haven House = \$27,860 (damage from 2019 that was not fully processed).

L. Smith conveyed problems with generator include the Murphy brand controllers are no longer in business and the parts are no longer available. Garry Spohn,



Maintenance Supervisor, is looking to the cost of replacing the guts, however, right now it is working fine.

L. Smith commented a focused infection control survey was conducted on June 16, 2020. This process was started in May. L. Smith reported it went well and we received no citations.

6. **Building Site and Water Agreement Resolution** – T. Osterberg explained the resolution will be brought to the full county board in August. T. Wissestad commented this resolution was drafted by Andy Kaftan, Corporation Counsel, and the water agreement has been finalized between the county and city.

**Motion made by W. Habegger, seconded by A. McCoy, to approve and forward the resolution to the full county board with the amendment of line 25 (date of August Monroe County Board meeting). Vote 5-0. Motion carried.**

8. **COVID Update** - L. Smith stated we have no new COVID cases since med June. Limited testing is being done tomorrow. L. Smith reported a shortage of testing supplies state-wide. L. Smith commented the federal government is going to be allowing point of care testing to allow nursing homes to do testing within our building. The federal government will provide some testing supplies but we will need to purchase our own as well. L. Smith explained the purchase of a UV Skytron unit, which uses UV light to disinfect and kills viruses. The cost of the unit is approximately \$39,500 per unit.

9. **Next Meeting Date & Time** – Monday, August 17, 2020

10. **Next Month's Agenda Items** – Building Project, COVID

11. **Adjournment - Motion made by A. Balz, seconded by W. Habegger, to adjourn the meeting at 5:31 pm. Vote 5-0. Motion carried.**

Submitted by  
Garlynn Brookshaw