

Minutes of Meeting

There was a regular scheduled meeting of the Pine Valley Trustees on Monday, December 18, 2017 at 7 p.m. in the Pine Valley Community Room. Larry Sebranek, Fred Clary, Richard McKee, Jeanetta Kirkpatrick, Don Seep and Mary Miller were in attendance. Dr. Richardson was absent.

The meeting was called to order at 7:00 p.m. by Fred Clary, chairperson. Larry Sebranek moved to approve the agenda and to verify the posting. Richard McKee seconded. Motion carried.

Jeanetta Kirkpatrick moved to approve the minutes of the last meeting. Richard McKee seconded. Motion carried.

Therese Deckert presented the vouchers with special notice of the following: \$528.42 to Richland County HHS for flu shots and transportation, \$150.00 to LeadingAge for wage report, \$75.00 to Wisconsin Dept of Transportation for renewal of 2001 van tags, \$799.00 to Gunderson Lutheran for services for a Med A resident, \$106.05 to Cintas for floor mat rental, \$9,447.54 to Corcoran Healthcare for contingency med and supply replacement and monthly medication supply, \$812.04 to EZ Way for harness and batteries, \$1,261.78 to KCI for wound vacuum and supplies, \$190.00 to Motion Picture Licensing Corp. for license to show movies, \$31,848.26 to New Horizons for November food service, \$7,383.42 to Relias for annual renewal of on line learning, \$80.00 to Richland Area Forestry for timber report, \$18,670.00 to Simpson's Tractor for new tractor, and \$31.67 to University of Wi Hospital for Med A services. Richard McKee moved to pay the vouchers. Larry Sebranek seconded. Motion carried.

Census averaged 76 for the month with 13 Medicare Part A and 12 CBRF. The facility has had to refuse admission to a couple of residents and transferred one to the hospital for IV treatment due to the saline shortage as a result of the hurricane devastation to Puerto Rico as it produced a lot of the product used in the U.S. It is unknown how long it will take for other suppliers to increase production to resolve the shortage.

Therese Deckert discussed the financial reports. Write offs are continuing to be worked on and will be reviewed in January. There were three payrolls in November with a holiday. This resulted in an extra \$187K in expense. There were two payouts in nursing for a total of \$9K. Total cash is \$1,717,827.10.

This includes \$132K of borrowed money for the building project. Accrued sick pay and vacation pay amounts were reviewed. Medicare Part A census is up over prior month. CBRF census is above budget. Year-to-date depreciation is \$969,242.00. Fred Clary clarified that there is a lot of misinformation on social media regarding Pine Valley and the county financials. The County depends on Pine Valley and the Highway department for cash flow throughout the year as many departments receive their funding only once per year. Jeanetta Kirkpatrick explained Pine Valley has the money to make the 2018 loan payment, but the Finance Committee chose to put this payment on the taxpayers so that the County can utilize Pine Valley's cash to fund the other county departments.

Therese Deckert reported that the December SP payment has been received and will be booked to December's financials. It is \$422,123.00. Jeanetta Kirkpatrick moved to set this aside for Pine Valley's portion of the 2019 loan payment that will be paid in October of 2018. Don Seep seconded. Motion carried.

K. Cianci reported that no cottage bids were received. Disposition of the cottage will be reviewed in spring.

A training agreement drafted by Corporation Counsel was presented for consideration and placement in the Pine Valley handbook addendum. Jeanetta Kirkpatrick moved to approve the agreement with amendments. Richard McKee seconded. Motion carried.

Jeanetta Kirkpatrick moved to approve a physician contract and to allow Fred Clary to sign on behalf of the Trustees. Mary Miller seconded. Motion carried.

Larry Sebranek reported that the local Veteran's group would like to display vintage and historic military firearms in the spring. The display will be attended at all times and no ammunition will be available. Larry Sebranek moved to allow this display. Richard McKee seconded. Mary Miller abstained from voting. Jeanetta Kirkpatrick voted no. Motion carried.

Larry Sebranek reported that he has verified the farm lease acreage to be 15.63 acres. At a cost of \$120.00 per acre the lease fee is \$1,875.60. The lease was approved at the last Trustee meeting to be a three year agreement. Larry Sebranek moved to offer this lease to the current renter. Richard McKee seconded. Motion carried.

Larry Sebranek reported that the loading dock railing is being constructed and when finished, he will paint it and help maintenance install it.

Chris Glasbrenner, HR and Inservice Director, discussed interview times and the process with the board members. January 18 beginning at 2 p.m. was selected to interview the NHA candidates.

Richard McKee moved to go to closed door session for purposes of discussing NHA candidates and salary, and to permit Cianci and Glasbrenner to attend. Larry Sebranek seconded. Motion carried by roll call vote. Sebranek-aye, McKee-aye, Clary-aye, Miller-aye, Seep-aye, Kirkpatrick-aye.

Next meeting will be January 15, 2018.

Respectfully submitted,

Kathleen A. Cianci, Administrator