



Rolling Hills Committee & Building Meeting March 21, 2022

Present: Mary VonRuden, Adam Balz, Alan McCoy, Toni Wissestad, Wally Habegger
Others: Linda Smith, Tina Osterberg

- **Call to Order/Roll Call** – The meeting was called to order at the Monroe County Assembly Room at 4:00 p.m. by Chair T. Wissestad. Roll Call: W. Habegger, here; A. McCoy, here; M. VonRuden, here; A. Balz, here; T. Wissestad, here.
- **Public Comment-** No public comment.
- **Review of Minutes – Motion made by A. McCoy, seconded by M. VonRuden to approve the minutes for February 21, 2022. Motion carried 5-0.**
- **Business Report –**
 - Monthly Financials** – L. Smith presented monthly financials for December 2021 and January 2022.
 - Budget Adjustment** – No budget adjustments were ready to discuss at this meeting.
- **Administrator’s Report –**
 - Census Update** – L. Smith updated our current census.
 - Today’s Nursing Home Census = 51 (80 total licensed beds)
 - Today’s Assisted Living Census = 7 (8 total licensed beds)
 - Monthly Report** – L. Smith reported that reporting on the COVID fund distribution was completed last week. The staff are working admission packets and policies for the RCAC and we continue to get calls from people interested in the assisted living options. Rolling Hills remains in outbreak status due to one staff positive test in the past 14 days. New guidance for testing and visitation was received from CMS
 - Staffing Update** – The business services manager will be retiring. The position is being advertised.
- **Building Project**
 - Building update-** The committee completed a brief tour of the new facility today. T. Wissestad updated the committee on the progress at the build site and the committee viewed the outdoor sign drawings.
 - Change Order Request** – T. Osterberg provided the committee with COR# 91 which including moving of light fixtures and patching of drywall ceilings in area E. CLS will cover the cost as it is considered rework due to an error on the plans. **Motion made by M. VonRuden seconded by A Balz, to approve change order #91 with the understanding that CLS will cover the cost, Motion carried 5-0.**
 - Invoices –. Motion made by M. VonRuden, seconded by A. McCoy to approve building project invoices in the amount of \$1990663.79. Motion carried 5-0.**
- **Future Meeting Dates-** April 18 at 4:00 pm in the Monroe County Assembly Room.
- **Adjournment** – Motion made by A. McCoy, seconded by M. VonRuden to adjourn the meeting at 4:25pm. Motion carried 5-0.

Submitted by,
Linda Smith