



Rolling Hills Committee Meeting  
October 16, 2023

**Present:** Toni Wissestad, Wallace Habhegger, Adam Balz, David Kuderer, Eric Devine  
**Other:** Linda Smith, Chelsea Karacson  
**Absent:** Eric Devine

**Meeting was called to order at 5:00 p.m.** in the Executive Building by Toni Wissestad

**Public Comment-** Al McCoy speaks to the weeds on the south side of the property. Asking if there is a plan to get it cleaned up.

**Review of Minutes-** Motion by Wallace Habhegger second by David Kuderer to approve the September 25, 2023 minutes. Carried

#### **Business Report**

- **Monthly Financials-** Chelsea Karacson presents financials.
- **Rate Increase Update- Budget – Plan for 2024 Preparation** – Linda states she had spoken to DHS in regards to the Rates. DHS is not close to getting out final rates yet. DHS said they do not have a template for July rates along with the building appraisal needed. Every 3 years there needs to be a building appraisal for the Nursing Home. There was an appraisal scheduled in January and then done in March. The company who did the appraisal were fired at the end of April. The state has not yet figured out how to move forward with appraisals for buildings who have new builds or significant building remodels. There is no answer yet on when they will have a plan. They cannot get final rates until there is an appraisal.

#### **Administrator's Report**

- **Census Update** - Skilled Nursing= 48 CBRF=11 + 1 admit next week RCAC= 15 Apartments 21 Residents + 1 admit for Nov 1<sup>st</sup>.
- **Staffing Update-** Linda speaks to making progress with staffing. Plan to open the next wing of the CBRF. There is some more staffing in process. Hoping some PCA will be interested in becoming C.N.A. There is a few support aids that are interested in taking the C.N.A class. Kitchen is coming together and does not have many open positions.
- **Monthly Report-** COVID Outbreak right now. There is 48 hour testing taking place. Currently working with the health department on setting up a booster clinic. There was a flu vaccine clinic that has already taken place. There was a state surveyor that had come in on a complaint. They did find the complaint to be unsubstantial.

#### **Building Project**

- **Building Update-** Trash compactor has arrived but is not currently working. There is an extended Warranty on the oven.
- **Warranty Issues**
  - **Roof-** Notice being sent out to Roof Right and Americon.
  - **Cooler/Freezer-** Linda talks to the meeting last week with Boelter to discuss the rust issues and condensing unit. The meeting went well. They did come in with stating they would take care of things. Our request is that they replace the condensing unit. It was never intended to be an outdoor unit. They are looking into replacing it and then we would want it removed from the roof.

*The minutes are not official until approved by the Rolling Hills Committee at their next regular meeting*



- **HVAC**- Waiting on information and a plan in regards to the moisture issue. Maintenance has been working with vendors on the issue.
- **Invoices(s) and Payment of Retainage** – None at this time.

**Bus Garage Plans**- Linda did get the final plans. They have now been submitted to the state for review and approval.

**Admin and Personnel Wage**- There are things in the works but waiting on rates. No other update at this time.

Next Meeting Date and Time- November 27, 2023 at 5:00 p.m. at Rolling Hills Multipurpose Room.

Adjournment- Motion by Adam Balz second by David Kuderer to adjourn at 5:55pm. Carried.

Recorded by Chelsea Karacson, Rolling Hills Accounting Manager