

**COLUMBIA HEALTH CARE CENTER COMMITTEE MEETING**  
**Minutes of Regular Meeting: Tuesday, March 3, 2020**

MEMBERS PRESENT: *Robert McClyman*, Vice Chairman; *Henry St. Maurice*, Secretary; *John Stevenson* and *Tom Borgkvist*.

Also, in attendance during all or portions of the meeting: *Amy Yamriska*, Administrator; *Lois Schepp*, Comptroller, *Jessica Hale*, Assistant Corporate Council and *Katie Parlier*, Accounting Supervisor.

MEMBERS ABSENT: *Don DeYoung*, Chairman (Excused)

Robert McClyman called the meeting to order at 9:00 a.m. and the meeting was legally noticed and published.

**Agenda**

**MOTION: TO APPROVE THE AGENDA AS PRESENTED:**

Motion made by Henry St. Maurice, second by John Stevenson. Motion carried, voice vote.

**Minutes**

**MOTION: TO APPROVE THE JANUARY 7, 2020 MEETING MINUTES AS CORRECTED.**

Motion made by John Stevenson, second by Tom Borgkvist. Motion carried, voice vote.

**Expenditure Report:**

The committee reviewed the voucher report detailing payments made from January 1, 2020 to February 29, 2020.

**MOTION: TO APPROVE THE EXPENDITURE REPORT AND PAYROLL AS PRESENTED FOR THE MONTHS OF JANUARY AND FEBRUARY 2020 IN THE AMOUNT OF \$1,245,617.36**

Motion made by John Stevenson, second by Henry St. Maurice. Motion carried, voice vote.

**2019 Year End Financial Review:**

Lois Schepp and Katie Parlier reviewed and answered questions about the 2019 Year End Financials.

**Discussion and Consideration of Nurse Manager Step Increase:**

Amy discussed and answered questions about a current Nurse Manager step increase.

**MOTION: TO MOVE CURRENT RN NURSE MANAGER TO GRADE L/STEP 8 EFFECTIVE 2/2/20 AND THEN MOVE TO GRADE L/STEP 9 EFFECTIVE 11/12/20 FOR TWO YEARS. THEN PROMOTE THE RN TO RN NURSE MANAGER AT GRADE L/STEP 7 UNTIL ANNIVERSARY ON 4/23/2021.**

Motion made by Tom Borgkvist, second by John Stevenson. Motion carried, voice vote.

**Discussion and Consideration of Line Item Transfer- Washing Machine:**

Amy discussed and answered questions about the line item transfer for a washing machine.

**MOTION: TO MOVE \$2,500 FROM LINEN ACCOUNT TO THE EQUIPMENT ACCOUNT TO PAY FOR REPAIRS OF WASHING MACHINE.**

Motion made by Henry St. Maurice, second by Tom Borgkvist. Motion carried, voice vote.

**Discussion and Consideration of Flooring - Administrator's House:**

Amy discussed and answered questions about the 3 bids for replacing the flooring in the Administrator's House.

**MOTION: TO APPROVE CHANGE IN OUTLAY FROM USED PLOW TRUCK TO PURCHASE FLOORING FROM CANALES IN RIO NOT TO EXCEED \$6,000.**

Motion made by Tom Borkvist, second by Henry St. Maurice, Motion carried, voice vote.

**Discussion and Consideration of Water Metering Pit:**

Amy discussed and answered questions about the options for the water metering pit replacement.

**MOTION: TO PROCEED WITH OBTAINING JOB SPECS AND BIDS ON AN ABOVE GROUND FIBERGLASS ENCLOSURE WITH PIPING INSIDE, FOR THE WATER METERING PIT REPLACEMENT.**

Motion made by Tom Borgkvist, second by John Stevenson. Motion carried, voice vote.

**Discussion and Consideration of Lighting proposal:**

Deferred to April Meeting.

**Discussion and Consideration of 2019 Annual Report:**

Amy discussed and answered questions about the Columbia Health Care Center 2019 Annual Report.

**MOTION: TO ACCEPT THE 2019 ANNUAL REPORT AS PRESENTED.**

Motion made by Tom Borgkvist, second by John Stevenson. Motion carried, voice vote.

**Administrator's Report:**

Amy Yamriska reported on January and February activities. Copy of the report kept at Columbia Health Care Center.


**Adjournment:**

**MOTION: TO ADJOURN MEETING AT 10:50 AM.**

Motion made by John Stevenson, second by Henry St. Maurice. Motion carried, voice vote.

**Next meeting is scheduled for Tuesday, April 7, 2020 at 9:00am.**

Respectfully submitted,

  
Henry St. Maurice, Secretary  
Columbia Health Care Center Committee

  
Jennifer Brandner, Executive Assistant  
Columbia Health Care Center

Cc: Health Care Center Committee;  
Amy Yamriska, Administrator;

Vern Gove, County Board Chair;  
Dan Drews, County Board First Vice-Chair