

SAMARITAN COMMITTEE

April 19, 2005

9:00 AM

Present: Dan Stoffel, Ralph Hensel, Larry Hoffman, Brian Bausch, Paul Tuchscherer, Ed Somers

Also Present: Bill Kurer, Scott Derge, George Beyer

Meeting called to order at 9:00 AM.

Paul Tuchscherer moved to approve the minutes of 3/22/05, second by Ralph Hensel, motion carried.

Plant Operations Director proposal - The retirement of the Domestic Services Supervisor at the end of June affords the opportunity to combine that position with the Maintenance Supervisor and create a Plant Operations Director position to oversee Housekeeping, Laundry, Floor Care and Maintenance. In combination with this change the assistant to the Plant Operations Director position would be created to oversee the day to day work assignments of Domestic Services. The positions eliminated would be Domestic Services Supervisor, Domestic Services Lead position and Maintenance Supervisor. The positions created would be Plant Operations Director at a proposed pay grade of E-5, and Assistant to the Plant Operations Director at pay grade H-5. The annual salary and benefit savings from this change will be approximately \$43,000.

Larry Hoffman moved to forward to the Administrative Services Committee the recommendation for the creation of Plant Operations Director at E-5 and Assistant to the Plant Operations Director at H-5 and eliminating Domestic Services Supervisor, Maintenance Supervisor and Domestic Services Lead position with an anticipated annual salary and benefits savings of approximately \$43,000, second by Ralph Hensel, motion carried.

Preventive Maintenance Contract discussion - The Administrative Services Committee will be interviewing preventive maintenance contractors. The Samaritan Committee was comfortable allowing the Maintenance Director and Administrator to select the lowest responsible bidder the last time the contract was bid. The committee felt that Mr. Somers and Mr. Derge could do the same this time around.

Closed Session - Paul Tuchscherer moved to go into closed session at 9:15 AM to interview architectural design firms for the Affordable Assisted Living Project, second by Brian Bausch, motion carried. Roll call taken.

Return to open session - Paul Tuchscherer moved to return to open session at 2:58 PM, second by Ralph Hensel, motion carried. Roll call taken.

Award Architectural Design Contract for Affordable Assisted Living Project - The committee decided that, based on a combination of firm qualifications and cost, Plunkett Raysich Architects LLP (PRA) would be the best firm for the Affordable Assisted Living project. The committee also decided that the tour of the facilities designed by PRA should occur as soon as possible to maximize design time for the project and the committee agreed to go on tour Monday April 25, 2005.

Paul Tuchscherer moved to award the Affordable Assisted Living design contract to Plunkett Raysich Architects LLP, second by Brian Bausch, motion carried.

Mr. Tuchscherer was excused at 3:05 PM.

Reports from Administrator

Volunteer Banquet - The annual volunteer banquet will be April 22, 2005 at the Washington County Fair Park. This year's theme is the 50's.

Larry Hoffman moved to adjourn at 3:10 PM, second by Brian Bausch, motion carried.

The next meeting is scheduled for May 17, 2005 at 9:00 AM.

Dan Stoffel, Chairperson

Larry Hoffman, Secretary

Edward Somers, Administrator