

## **Harmony EDA Minutes**

September 8, 2011  
7:30 a.m.

Council Room  
Community Center

Present: Chris Skaalen, Steve Donney, Roxanne Johnson  
Also Present: Jerome Illg, Chris Giesen

Meeting was called to order 7:35 a.m. by Roxanne Johnson

### **Minutes**

Motion by Donney, seconded by Skaalen to approve the minutes from August 4<sup>th</sup>, 2011.  
Motion carried.

### **Financials**

Jerome gave an update on revolving loans. Past due loans were discussed. There was one payment claim, a request for the second half funds for 2011 of \$10,000 from the Harmony Chamber of Commerce.

Motion by Donney, second by Skaalen to approve financials and pay the claim from the Harmony Chamber of Commerce for their second half funds for 2011 of \$10,000.  
Motion carried.

### **Chamber**

Emily Ellis Nikoloski and Jill Fishbaugher gave the chamber update. They discussed upcoming events for the fall and winter, and some of the options they are considering for space at the Visitor's Center. The Chamber thanked the board for the EDA's continued support of the chamber.

### **Heritage Grove**

Mark Dixon and Kristi Kiehne were present to give an update on Heritage Grove.

Kristi gave the operations report. She said that progress is being made on the entryway repairs and discussed other maintenance issues. She mentioned the building's fire suppression system test, which determined that preventative maintenance on the system was needed. Consensus of the board was to go ahead and complete the fire suppression system maintenance. She also mentioned occupancy is up.

The status of the website redesign was mentioned. While not complete yet, work is underway.

Mark discussed wages. He stated that the new hire wage will go back closer to \$8.00 per hour, adjusted for experience.

Mark commented that there will be a training/transition period between the switch from Comfort Home Health Care to Oxford, but that we will have to get through the first

payroll cycle after the switch to get a more accurate picture of the switches affects on the budget. He said by the end of September, we should have more definite numbers for the 2012 budget.

Mark commented that Kristi really helped the transition move smoothly.

Mark went on to discuss the rate survey results, stating that Heritage Grove doesn't have enough competition to determine if rates are too low. He said that he would prefer to have Brenna, with Oxford, discuss this issue in more detail.

The board discussed having Oxford present a pricing matrix to show various options, including a price point where the building breaks-even. Mark said they could have this for the October 2011 EDA meeting.

Marketing of the building was discussed. Mark and Kristi both commented that home health aides are major sources of referrals.

The sale of the facility was discussed. Mark stated that he did not get the letter of interest to purchase the facility from the prospect yet, although he predicted that would be completed soon. He added that Oxford is still interested in the purchase of the building however financing still remains an issue for them.

It was the consensus of the board that changes must be made in regards to the budget, that the EDA will not again be the position to have to ask for \$100,000 to cover the bond payment.

It was the consensus of the board that Oxford should present the 2012 Heritage Grove budget at or before the October EDA meeting.

### **2012 Budget**

The 2012 budget was discussed. The impact of Heritage Grove on the city budget and EDA activities deeply concerned the board. Motion by Skaalen second by Johnson to recommend to the Harmony City Council the proposed 2012 as presented. Motion carried.

### **Prospects**

Giesen discussed some prospects.

At 9:47 a.m. a motion was made by Skaalen to adjourn, seconded by Donney. Motion carried.