

## **ELMS/BUILDING & GROUNDS COMMITTEE**

**November 13, 2018**

The Elms/Building and Grounds Committee met on Tuesday, November 13, 2018 at 6:00 p.m. The meeting was held at the McDonough County Courthouse in Courtroom 201. Committee members in attendance included Chairman Larry Aurelio, Lee Calvert, Dave Cortelyou, Paul Trimmer, Digger Oster, Jerome Anderson, Bob Mahr, and Marcia Twaddle. Others in attendance included Patrick Stout, Allen Sheffler, Tina Cox, Monica Windsor, Terra Litchfield, County Chairman Scott Schwerer, and County Clerk Gretchen DeJaynes.

Chairman Aurelio called the meeting to order at 6:00 p.m.

### **Review and Approval of September 25, 2018 Minutes**

Member Trimmer moved with second by Member Oster to approve the September 25, 2018 minutes as submitted. Motion carried on a voice vote.

### **Review & Approval of October 9, 2018 Minutes**

Member Trimmer moved with second by Member Oster to approve the October 9, 2018 minutes as submitted. Motion carried on a voice vote.

### **Farm Report**

Bids for cash rent have been received from Walter Lewis and Charles Lewis for Hillcrest Family Farms at \$305 per acre. Member Calvert moved with second by Member Cortelyou to accept the bid from Walter Lewis and Charles Lewis for Hillcrest Family Farms at \$305 per acre. Motion carried on a voice vote.

### **Administrator's Report**

Administrator Tina Cox gave the report. Census is at 77, with 8 being Medicare, 41 Medicaid, 26 private pay, and 2 patients on hospice. The state currently owes \$650,338.00.

Elms employee Monica Windsor discussed the job fair that they held last week, only one person attended. Windsor has talked to somebody at WIU about possible employment opportunities for students. Cox brought up that they still have an employee shortage even though they have hired 3 CNA's and only 2 of those hired are still employed.

### **Financial Report**

The phone expenses have doubled, Cox will check into this. The advertising expense has doubled and legal fees have also increased.

Member Cortelyou moved with a second by Member Mahr to approve the October 2018 Financial Reports. Motion carried on a voice vote.

### **Elms Claims**

Member Oster moved with a second by Member Calvert to approve the Elm's claims. Motion carried with a roll call vote of 8 yeas, and 0 nays.

### **Macomb Public Building Commission**

The pole behind the Sheriff's Department has been removed.

### **Zahrn Building**

The awning on the front of the building has been hung back up.

### **McDonough County Maintenance Directors Report**

Allen Sheffler gave the report. They started the boiler up last week and so far the Andover system has been working well. The floors in the Courthouse have been buffed and several filing cabinets in the basement we moved to the County West building.

### **Building and Grounds Claims**

No action taken, maintenance did not have any claims at the ESDA & Claims meeting.

### **Executive Session**

Motion to enter into executive session for discussion of job performance was made at 6:13 p.m. Motion to exit executive session with no action taken made by Member Oster moved with a second by Member Anderson at 6:58 p.m.

### **Other**

Troy Shirrell has returned to work. Three private rooms have been filled, and they had a Social Service employee quit but they have been replaced.

Member Anderson moved with a second by Member Cortelyou that the meeting be adjourned. Motion carried on a voice vote. With no further business to discuss the meeting was adjourned at 7:31 p.m.