

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

**January 8, 2019**

The Elms/Building and Grounds Committee met on Tuesday, January 8, 2019 at 7:00 p.m. The meeting was held at the Elms. Committee members in attendance included Chairman Larry Aurelio, Lee Calvert, Dave Cortelyou, Paul Trimmer, Terra Litchfield, Bob Mahr, Ed Lavin, and Marcia Twaddle. Others in attendance included Patrick Stout, Allen Sheffler, County Chairman George Dixon, and Committee Secretary Sara Kluthe.

Chairman Aurelio called the meeting to order at 7:00 p.m.

### **Review and Approval of December 11, 2018 Minutes**

Member Mahr moved with second by Member Litchfield to approve the December 11, 2018 minutes with two corrections. Motion carried on a voice vote.

### **Farm Report**

No Report.

### **Administrator's Report**

Director of Nursing Monica Windsor gave the report. Census is at 79, with 7 being Medicare, 41 Medicaid, 31 private pay, and 3 more patients will be coming this week. The state currently owes \$399,219.51.

Morale has been up in the facility, which has been noticed by patients and their families. Employees have been going above and beyond. Ten new employees have been hired, six for nursing staff and four in janitorial services. Janitorial now has two shifts, one in the morning and one in the afternoon. This change allows the floors to be cleaned twice a day, which keeps the facility cleaner and more sanitary.

### **Financial Report**

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

### **Elms Claims**

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

### **Macomb Public Building Commission**

No Report.

### **Zahrn Building**

The tube lights have been replaced with led lights. The new door has been ordered, the frame will be here next Wednesday but the door will not be here until the 31<sup>st</sup>.

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

Allen Sheffler gave the report. Employee Chad Wilson has returned to work with a full release. They have replaced a pump on the boiler in the Courthouse and are still working on getting the air out of the lines. A location for a lactation room in the Courthouse is still being worked on. All fire extinguishers and air filters have been checked in the Courthouse and Zahrn Building.

### **Building and Grounds Claims**

Member Cortelyou moved with a second by Member Mahr to approve the December Building and Grounds Claims. Motion carried on a voice vote.

### **Executive Session**

Motion to enter into executive session for discussion of a personnel matter was made by Member Litchfield moved with a second by Member Mahr at 7:18 p.m. Motion to exit executive session made by Member Mahr moved with a second by Member Cortelyou at 7:28 p.m. No action taken.

### **Other**

Patrick Stout inquired about the farm contract wanting to know if one had been signed, how long the contract is for and who it was signed with. The contract was signed with Walter and Charlie Lewis for cash rent for 3 years.

Board Chairman Dixon reminded the Members of the IACBM meeting on January 24<sup>th</sup> and encouraged all members to attend if possible.

Member Cortelyou moved with a second by Member Litchfield that the meeting be adjourned. Motion carried on a voice vote. With no further business to discuss the meeting was adjourned at 7:38 p.m.