

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

**May 10, 2022**

The Elms/Building and Grounds Committee met on Tuesday, May 10, 2022 at 7:00 p.m. The meeting was held at the McDonough County Courthouse, Courtroom 201. Committee Members in attendance included, Chair Larry Aurelio, Vice Chair Terra Litchfield, Mike Cox, Cindi Helling, Vicky Kipling, and Deckle McLean. Members Dave Cortelyou, and Travis Hiel were absent. Others in attendance included Chad Wilson, Patrick Stout, Elms Administrator Tim Bledsoe, County Clerk Gretchen DeJaynes, and Committee Secretary Stacey Alexander.

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

### **Review and Approval of April 12, 2022 Minutes**

Member McLean moved with a second by Member Kipling to approve the minutes as submitted. Motion carried on a voice vote.

### **Farm Report**

None

### **Administrator's Report**

Census is at 69, with 8 being Medicare, 39 being Medicaid and, 17 private-pay. Medicare currently owes \$177,636.44. There were 15 admissions, and 13 discharges. Elms Administrator informed the Committee that they now have enough staff to have up to 75 patients. He is currently going over all contracts.

### **Discuss Elms Administrator's Salary**

The Elms Administrator has not had a pay increase for two years. Chair Aurelio said the pay needs to be increased to \$97,000.00

Member Helling moved with a second by Vice Chair Litchfield to raise the Elms Administrators salary to \$97,000.00. Motion carried on a voice vote.

### **Financial Report**

Vice Chair Litchfield moved with a second by Member Kipling to approve the April 2022 Financial Reports. Motion carried on a voice vote.

### **Elms Claims**

Vice Chair Litchfield moved with a second by Member McLean to approve the Elm's claims as submitted. Motion carried with a roll call vote of 6 yeas, 0 nays, 0 vacant and 2 absent.

### **Macomb Public Building Commission**

Member Cox informed the Committee that the roof on the jail will need replaced and they will need another exit.

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

Chad Wilson gave the report. Wilson informed the Committee that the sidewalk and plumbing projects at the jail are complete, and the new sign for the Animal Shelter is up. The mold removal in the Courthouse is almost complete, and that they need to start looking at the numbers to do the other Assistant State's Attorney office, Chair Aurelio asked Wilson to get those numbers. County Clerk DeJaynes informed the Committee that there is an election June 28 so she would like the project to start after that.

A discussion was held regarding fuel reimbursement for Wilson. The City provides him with a gas card for the fuel he uses for them. DeJaynes informed the Committee that his reimbursement from the County will need to go through payroll, Vice Chair Litchfield said that it would be easier to do through payroll. Vice Chair Litchfield asked Chad if he would like to be reimbursed for a dollar amount or by mileage. Chair Aurelio said that these decisions will be made at the June 14 meeting.

### **Building and Grounds Claims**

Member Cox moved with a second by Member Helling to approve the April Building and Grounds Claims. Motion carried on a voice vote.

### **Discuss Maintenance Department Hours**

There was a water line that leaked overnight above the County Clerk's office causing significant damage to the ceiling, desks, filing cabinets and electronics. County Clerk DeJaynes would like to see someone from the maintenance department working from 8:00-4:00 when the Courthouse is open. Member Kipling and Vice Chair Litchfield agreed that someone should be there. Member Cox informed Wilson that this needs to happen, Wilson told Cox that he will make it happen.

### **Other**

None.

### **County Board Chair Comments**

None.

### **Adjourn**

Vice Chair Litchfield moved with a second by Member Helling to adjourn the meeting at 7:50 p.m. Motion carried on a voice vote.