

**ELMS & BUILDING & GROUNDS COMMITTEE**  
**March 8, 2016**

The Elms/Building and Grounds Committee held their monthly meeting on Tuesday, March 8, 2016 at 7:00 p.m. The meeting was held at the Elms. Members present were Chairman Larry Aurelio, Dave Cortelyou, Bob Mahr, Charles Neblock, Digger Oster, Paul Trimmer and McDonough County Board Chairman Scott Schwerer. Members Jerome Anderson and Marcia Twaddle were absent. Others present were Lainie Steelman, Lead Maintenance Allen Sheffler, Elms Administrator Tina Cox and Beth Crossett as committee secretary.

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

**Approval of February 9, 2016 Minutes**

Member Mahr moved with a second by Member Trimmer to approve the February 9, 2016 minutes as submitted. Motion carried on a voice vote.

**Farm Report**

Tina reported that the annual payment has been received.

**Administrator's Report**

Elms Administrator Tina Cox presented the monthly report. Census today is 89-6 Medicare A, 44 Medicaid, 35 Private Pay and 4 Hospice. The Illinois Department of Public Aide owes The Elms \$468,885.84. They had 11 admissions and 3 discharges. The Medicaid audit went well and Sikich has completed their FY 2015 site work.

The longevity luncheon and reception will be held on April 7<sup>th</sup>. The Annual Ice Cream Social will be held Sunday, June 5<sup>th</sup> from 1:30-3:00.

Tina distributed a draft of a pre-employment drug testing policy for the committee to review for next month. Tina is sending Gina to a one-on-one Medicare training in Chicago. The cost will be \$ 2,500.

**Financial Report**

Member Trimmer moved with a second by Member Oster to approve the February 2016 Financial Reports. Discussion was held on the YTD figures (loss). The figures compare to last year at this time and we ended in the black. At the beginning of the year many annual payments are made that increase the early month expenses (i.e. license renewal and other renewals). Motion carried with a voice vote.

**Elms Claims**

Member Neblock moved with a second by Member Oster to approve the Elms claims. Motion carried with a voice vote.

**Macomb Public Building Commission**

No report.

**Downtown Development**

Chairman Aurelio introduced, the City of Macomb's Downtown Development Director, Kristin Terry. She reviewed the upcoming events to be held downtown how the events will be handled in conjunction with the revamped courthouse square parking.

The Macomb Farmers Market will be held Thursdays and Saturdays on the courthouse square and Tuesday evenings in Chandler Park. For the market on Thursday and Saturday the parking around the courthouse will theoretically go back to the old layout with a median. They will still use the inner circle of the county property by using cone/barricade so they come in closer. In the new configuration, drivers will have to back up (like before) rather than drive through.

For the Park N' Cruise night once a month on a Friday, the parking will again, at least theoretically, revert back to the old configuration with a median. They will actually barricade and caution tape so it looks like there is a median on Thursday night. People can park on the outer side, but we would still be using the inner portion. Plans are to ensure signs are placed along the outer side so people are aware they can park there.

Member Trimmer moved with second by Member Cortelyou to approve the Downtown Development events on the Courthouse Square. Motion carried on a voice vote.

Discussion was held on removal of the Santa "home" at the conclusion of his scheduled visits.

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

Allen Sheffler, Lead Maintenance Worker, presented the monthly report. He reported things are going well and everyone has been very supportive and helpful. The light project is complete at County West building and it has brightened up the facility. He stated that the west entrance handrail is in need of repair (welding). He will get repair cost and then consult with Chairman Aurelio.

Chairman Aurelio stated the need for executive session to discuss personnel. Member Oster moved with a second by Member Mahr to adjourn to executive session pursuant to Chapter 5 Illinois Compiled Statutes Section 120/2 (C) (1) (2) and (11) at 7:22 p.m. Motion carried unanimously.

Member Cortelyou motioned with second by Member Oster to adjourn from Executive Session at 7:53 p.m. Motion carried unanimously.

Member Trimmer moved with second by Member Mahr to increase the Assistant Maintenance position hours by 2.5 hours per week. Motion carried on a voice vote.

#### **Building and Grounds Claims**

Member Cortelyou moved with second by Member Neblock to approve the claims as submitted. Motion carried on a voice vote.

#### **Other**

Member Mahr moved with second by Member Oster that the meeting be adjourned. Motion carried on a voice vote. With no further business to discuss the meeting was adjourned at 7:56 p.m.