

# **ELMS/BUILDING & GROUNDS COMMITTEE**

**April 10, 2019**

The Elms/Building and Grounds Committee met on Tuesday, April 10, 2019 at 7:00 p.m. The meeting was held at the Elms. Committee members in attendance included Chairman Larry Aurelio, Marcia Twaddle, Lee Calvert, Dave Cortelyou, Terra Litchfield, Bob Mahr, and Paul Trimmer. Committee Member Ed Lavin was absent. Others in attendance included Patrick Stout, Steven House, Josh Wroblewski, Monica Windsor, Allen Sheffler, County Chairman George Dixon, and Committee Secretary Stacey Alexander.

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

## **Review and Approval of March 12, 2019 Minutes**

Member Litchfield moved with second by Member Mahr to approve the March 12, 2019 minutes with one change. Under McDonough County Maintenance Directors Report section, change the second sentence to say, The County's lawnmower has been replaced at a cost of \$400.00. Motion carried on a voice vote.

## **Farm Report**

No report.

## **Administrator's Report**

Monica Windsor gave the report. Census is at 79, with 7 being Medicare, 48 Medicaid, 24 private pay. The state currently owes approximately \$484,000.00. Their annual surveys for Health Care, and Life Safety were completed and submitted. They were required to make changes to one sentence on the Life Safety survey, the change has been completed and the survey has been resubmitted, they are just waiting to hear back for approval. The annual Facility Assessment was completed this month. Repairs that were recently made to the sewer system are working as they have not had any new problems.

## **Financial Report**

Member Mahr moved with a second by Member Trimmer to approve the March 2019 Financial Reports. Motion carried on a voice vote.

## **Elms Claims**

Member Litchfield moved with a second by Member Calvert to approve the Elm's claims. Motion carried with a roll call vote of 7 yeas, 0 nays, and 1 absent.

## **Macomb Public Building Commission**

No report.

## **Zahrn Building**

No report.

## **McDonough County Maintenance Directors Report**

Maintenance Director Allen Sheffler gave the report. Three ceiling fans were installed in the Assessor's office per her request. There was an issue with two fire alarms and both have been repaired. Spring cleaning has begun as they have been cleaning up the Courthouse lawn, uncovering and cleaning the a/c units, and they have been mopping the stairs to get all of the salt removed. Some supplies have been purchased for the future lactation room in the Courthouse. There is a water drainage problem on the sidewalks around the Courthouse so Sheffler will be meeting with Scott Coker, the

Director of Macomb Public Works to discuss the issue. For right now they are holding off on making a deal with the Macomb Beautiful Association regarding the Courthouse lawn.

### **Building and Grounds Claims**

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

### **Request for Holiday Lighting for the Courthouse**

Steven House and Josh Wroblewski from WIU's Department of Theatre and Dance attended the meeting to request permission to decorate the Courthouse for Dicken's on the Square. They would light up two sides of the Courthouse and would enter a competition to win new lighting for the Theatre Department at WIU.

A motion to allow the WIU Theatre Department to light the Courthouse for Christmas was made by Member Litchfield moved with a second by Member Cortelyou. Motion carried on a voice vote.

### **Executive Session**

Motion to enter into executive session for discussion of personnel was made by Member Litchfield moved with a second by Member Mahr at 7:24 p.m. A motion to exit executive session was made by Member Litchfield moved with a second by Member Mahr at 7:33 p.m. No action taken.

A motion to compensate Monica Windsor \$4,000.00 for taking on the role as Interim Administrator of the Elms was made by Member Cortelyou with a second by Member Calvert. Motion carried on a voice vote.

### **Other**

Member Cortelyou moved with a second by Member Trimmer 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.