

# **ELMS/BUILDING & GROUNDS COMMITTEE**

**January 14, 2020**

The Elms/Building and Grounds Committee met on Tuesday, January 14, 2020 at 6:00 p.m. The meeting was held at the Courthouse in the Law Library. Committee members in attendance included Chairman Larry Aurelio, Vice Chair Marcia Twaddle, Lee Calvert, Terra Litchfield, Bob Mahr, Deckle McLean and Paul Trimmer. Others in attendance included County Board Chair Mike Cox, Administrative Assistant Danette Phelps, Allen Sheffler, Elms Administrator Tim Bledsoe and Barb Knox. Member absent, David Cortelyou.

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

## **Review and Approval of December 10, 2019 Minutes**

Member Mahr moved, with second by Member Trimmer, to approve the December 10, 2019, minutes. Motion carried on a voice vote.

## **Farm Report**

No report.

## **Administrator's Report**

Elms Administrator, Tim Bledsoe, reported. Census is at 73. The Elms is tracking daily staffing needs and cost of daily staffing. An Electronic Medical System is helping to reduce paperwork for nurses so they can spend more time with patients. The Elms is the first nursing home in Illinois to have an approved CNA program, which will start this month. They are looking at the cost for new gutters and downspouts and possibly another small used van.

## **Financial Report**

Member Trimmer moved, with a second by Member Twaddle, to approve the December 2019 Financial Report. Motion carried on a voice vote.

## **Elms Claims**

Member Mahr moved, with a second by Member McLean, to approve Building and Grounds Claims. Motion carried with a roll call vote of 6 yeas, 0 nays, 0 vacant and 2 absent. Member Litchfield arrived after the vote.

## **Macomb Public Building Commission**

Parts for the jail locks for the retrofit arrived. Once electronic parts are shipped, installation date will be scheduled.

## **McDonough County Maintenance Directors Report**

Allen Sheffler reported. Seasonal maintenance has been performed. Several parts on the zone actuator have been replaced, but it is not fully functional yet. Assisted with a plugged drain at the Shelter. Requested, per Sheriff, that Trotter look at the pillars regarding replacing metal or replacing with fiberglass or some similar material. Sheriff will explore funding for this project.

Chair Aurelio inquired about Maintenance assisting in the building of the overhang for the Shelter runs. Allen said they will talk to Letha Clark, but the weather isn't conducive to putting it up properly at this time.

## **Building and Grounds Claims**

Member Trimmer moved, with a second by Member Calvert, to approve claims as submitted. Motion carried on a voice vote.

### **Other**

Barb Knox, President, Macomb Beautiful Association, inquired about the building foundation repair. Chair Aurelio responded that the county is still finalizing plans.

Member Twaddle inquired about the results of the building lighting contest that the WIU Theatre Department participated in over the holidays. There were many compliments. Member Litchfield will speak with Kristen Terry regarding the outcome of the contest. It was suggested that the board thank the Theatre Department.

### **Board Chair Comments**

Chair Cox announced the departure of the Administrative Assistant January 15, 2020.

### **Adjourn**

With no further business to discuss, Member Mahr moved, with a second by Member Trimmer, to adjourn the meeting at 6:27 p.m. Motion carried on a voice vote.