

ELMS/BUILDING & GROUNDS COMMITTEE

NOVEMBER 18, 2025

The Elms/Building and Grounds Committee met on Tuesday, November 18, 2025 at 6:00 p.m. The meeting was held at the McDonough County Courthouse, 3rd floor, Law Library. Committee Members in attendance included, Chair Larry Aurelio, Vice Chair Terra Litchfield, Dave Cortelyou, Mike Cox, Vicky Kipling, Clayton Murphy, and Dana Walker. Others in attendance included Chad Wilson, Elms Administrator Jeff Howd, County Chair Eric Blakeley, and Deputy Clerk Kyah Beck.

Vice Chair Terra Litchfield called the meeting to order at 6:00 p.m.

Review and Approval of October, 2025 Minutes

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

Farm Report

None.

Administrator's Report

Census is at 64, with 14 being private-pay. Medicare currently owes \$116,381.53. There were 10 admissions, and 20 discharges.

Financial Report

Member Cox moved with a second by Member Kipling to approve the October, 2025 Financial Reports. Motion carried on a voice vote.

Elms Claims

Member Kipling moved with a second by Member Cortelyou to approve the Elm's claims as submitted. Motion carried with a roll call vote of 6 yeas, 0 nays, 1 vacant and 1 absent.

Macomb Public Building Commission

None.

McDonough County Maintenance Directors Report

Chad Wilson gave the report. He brought in price quotes for a new HVAC system. The committee reviewed the quotes and asked questions.

Building and Grounds Claims

Member Murphy moved with a second by Member Walker to approve the October, 2025 Building and Grounds Claims. Motion carried on a voice vote.

Maintenance Department Trailer

The maintenance department has been looking for a trailer to use for transporting their equipment. The Elms Administrator, Jeff Howd, mentioned their trailer is open to be used whenever they would like. They hope to be able to use this instead of purchasing one.

Member Kipling moved with a second by Member Cox to table the trailer purchase. Motion carried on a voice vote.

Other Items as Needed

The Committee discussed work orders for the maintenance department.

Executive Session

Member Cox moved with a second by Member Kipling to enter into Executive Session at 6:36 p.m. pursuant to Chapter 5, Illinois Compiled Statutes Section 120/2 c (1). Motion carried with a roll call vote of 6 yeas, 0 nays, 0 pass, 1 vacant, and 1 absent.

Member Cox made a motion to exit Executive Session moved with a second by Member Cortelyou at 6:57 p.m. with no action taken. Motion carried with a roll call vote of 7 yeas, 0 nays, 0 pass, 1 vacant, and 0 absent. Chair Aurelio arrived after roll call was taken to enter into executive session.

Public Comment

None.

County Board Chair Comments

Eric Blakeley recognized and thanked the County for having such a good year financially.

Adjourn

Member Cortelyou moved with a second by Member Kipling to adjourn the meeting at 7:03 p.m. Motion carried on a voice vote.