

Nursing Home-Assessor-GIS-Zoning-Recorder Committee Meeting Minutes

March 11, 2015

Present: Chairman, Jeff Jefferson
Members: Vice Chair, George Knapp & Bob Bondi
Absent: Members: Cheryl Nache & Russell Nelson

Also Present: Rachel Secrist, Nursing Home Adm; Chris Gray, Supervisor of Assessments/Zoning Adm; and IT Coordinator, Andy Rowe. **Absent:** Carol Hallam, County Recorder.

Also Present: Reporter - Tyler Bachman, WGIL

The meeting was called to order at 6:04 p.m. by Chairman Jefferson and a quorum was declared with 3 members present.

Motion made by Member Knapp and seconded by Member Bondi to approve the minutes of the February 2015 Committee meeting. Approved unanimously.

There was no public comment.

Administrative Reports

Recorder

County Recorder, Carol Hallam was not present at the meeting & had no bills to submit for the month.

Assessment, GIS, & Zoning

Supervisor of Assessments/Zoning Administrator, Chris Gray presented written reports for the Assessors, GIS and Zoning offices and bills for each department. Gray reported main topics:

- Board of Review hearings were completed and all final notices sent out.
- The 2014 final abstract was created, calculated & balanced. On February 27th, the 2014 final assessments were rolled to the County Clerk. At the end of the day on Friday, Feb. 27th I started the roll into our 2015 assessment year.
- First thing Monday, March 1st, a new year abstract was created & balanced. 2015 farmland values, certified by the Dept. of Revenue were entered & calculated to all farmland parcels. Once this was completed & everything balanced, Township Assessors were allowed to start their 2015 reassessment work. This is almost 2 weeks ahead of last year.
- On March 3rd, I was given the news that Suzie Foster, the lady who sits at the front desk in my office & has worked in our office for 7+ years, was getting married & giving me her 2 week notice on March 9th. The job has been posted on the union boards & an ad has been placed in the paper.

- The aerial acquisition is in the works. Surdex could fly as early as this month. Weather is a huge factor. We hope for no snow, grass to start to green up & no leafing on trees yet.
- Bill has created a “collector app” for the iPad, (loaned to him by the IT Dept.), & has been trying it out. It would be for collecting data while out in the field & then syncing it & downloading it into the server later. This would be the ideal scenario for collecting “damage assessment” in the case of a natural or manmade disaster in Knox County. We hope this would never have to be used, but we have to be prepared. We have been to several meetings with Chief Simkins learning the techniques of preparations if the need arises, & our offices would be responsible for collecting the data on any property damages, if this does happen.
- The ZBA had no hearing in March, and no request for application was submitted for a hearing in April. The ZBA members voted at the February hearing to change their “hearing free” spring month this year from April to May, so there will also be no hearing in May. Next possible hearing will be in June.
- The Zoning Dept. issued 6 building permits for February 2015 compared to 3 building permits for February 2014.
- Assessor and Zoning bills were reviewed & a motion made by Member Bondi to approve for payment. Seconded by Member Knapp. Approved unanimously.

Nursing Home

Nursing Home Administrator, Rachel Secrist reported:

- Secrist reviewed this month's financial report with the Committee. She stated that revenue was still down because of Medicare & Medicaid being behind in payments, and also due to patient refunds being up. Patient refunds are due to monies that had to be paid back to private paying patient families after the patients had passed away. She did say she was expecting a IGT payment from HFS in March or April
- Secrist explained further to the Committee regarding the slow Medicare/Medicaid payments & how they are now being handled through a Manage Care company. She had found out it could take 60-90 days just for this company to review the claims. If there is the slightest error on the claim, the company will reject the claim, send it back & the Nursing Home will have to start the claim over from the beginning.
- Secrist stated she was going to contact local Representatives and set up meetings to discuss this issue with them to ask for their help. Member Bondi requested she prepare a “draft” letter addressed to the four Representatives and bring it to the March County Board meeting for the Board members to review.
- Andy Rowe was asked for an update on the “guest” wireless internet at the Nursing Home. Rowe explained that the Guest Wireless Policy was submitted to States Attorney John Pepmeyer for his review and legal opinion. Mr. Pepmeyer felt the Nursing Home should also make a copy of a photo ID for first time users,

along with signing the Guest Wireless Policy. Chairman Jefferson recommended taking one more month for communications between Secrist, Rowe and States Attorney Pepmeyer for discussion of the security issues & to try to get something worked out. Secrist & Rowe were asked to bring an update & hopefully a solution back to the Committee next month.

- Nursing Homes bills were reviewed & a motion made by Member Knapp to approve for payment, seconded by Member Bondi. Approved unanimously.

Old Business

None

New Business

- Chairman Jefferson stated that due to the financial issues at the Nursing Home, he is requesting the Committee vote to take to full Board a funds transfer to help get the Nursing Home through this critical time.
- **ACTION ITEM: FUND TRANSFER FROM THE KNOX COUNTY NURSING HOME TAX LEVY ACCOUNT TO THE KNOX COUNTY GENERAL ACCOUNT.** Motion made by Member Bondi, seconded by Member Knapp. Approved unanimously.

Chairman Jefferson reported that the next Committee meeting will be on Wednesday, April 8th, 2015 at 6 pm at the Knox County Courthouse Annex.

Motion was made to adjourn the meeting by Member Bondi, seconded by Member Knapp. Motion approved unanimously. Meeting was adjourned at 6:40 p.m.

Respectfully submitted,

Chris Gray, Secretary