



# Lee County Claims Committee Minutes

Lee County, Illinois

Nov 23, 2022 at 9:00 AM CST

Old Lee County Courthouse, Third Floor Chairman's Conference Room

112 E 2nd St, Dixon, IL 61021

I. Call to Order

Meeting was called to order at 9:03 a.m., by Chair Marilyn Shippert.

II. Committee Member Roll Call: Chair Marilyn Shippert, Members Dave Bally, Mike Zeman; Alternate Member: Tom Kitson

Marilyn Shippert and Mike Zeman were present in person. No alternates attended.

III. Meeting Attendees and Visitors

Becky Brenner (Board Secretary) was present in person.

IV. Approval of the Minutes from the Previous Meeting (November 9, 2022)

Minutes from the November 9, 2022, Lee County Claims Committee were approved as presented without modification.

V. Review and Approval of Bi-Weekly Claims

Marilyn Shippert logged into miViewPoint and initiated the review of 61 claims in the queue. One claim needed to be revised because the wrong invoice had been attached. The Department Head was contacted, and the Treasurer's Office was able to attach the correct invoice. The committee forwarded all claim invoices to the Full County Board for ratification.

VI. Old Business

A. Review of Claims Procedures

No changes were discussed regarding the current review of claims.

VII. New Business

There were no items under new business.

VIII. Executive Session

There was no request for an Executive Session.

IX. Adjournment

**Motion** to adjourn at 10:31 a.m. **Moved** by Mike Zeman. **Second** by Marilyn Shippert.

**Motion** passed unanimously by voice vote.