



# Lee County Claims Committee Minutes

Lee County, Illinois  
Oct 4, 2023 at 9:00 AM CDT  
Old Lee County Courthouse, Third Floor Committee Room, 112 E 2nd St,  
Dixon, IL 61021

## I. Call to Order

Meeting was called to order at 9:00 a.m., by Chair Mike Zeman.

## II. Committee Member Roll Call: Chair Mike Zeman, Nancy Naylor, Angie Shippert, and alternate Chris Robertson.

Mike Zeman, Nancy Naylor, and Angie Shippert (9:00-9:55) all attended in person. Chris Robertson was not in attendance.

## III. Meeting Attendees and Visitors

Becky Brenner (Board Secretary) attended in person. Paul Rudolphi (Treasurer) attended briefly to discuss several claims.

## IV. Approval of the Minutes from the Previous Meeting (September 20, 2023)

Minutes from the September 20, 2023, Lee County Claims Committee Meeting were approved as presented without modification.

## V. Review and Approval of Bi-Weekly Claims

Mike Zeman logged into miViewPoint and initiated the review of 58 total claims.

- One claim was rejected back to the department because it was a payroll item, not a claim to be paid by check.
- A split claim for Martin was approved after confirmation from the Treasurer that the funding source was MFT and Lee County.
- Another claim was approved but will be reallocated by the Treasurer's Office because the line-time reflected in the program was a revenue source not an expense line-item.

The committee forwarded 57 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 10:33 a.m. **Moved** by Nancy Naylor. **Second** by Mike Zeman.  
**Motion** passed unanimously by voice vote.

The next Lee County Claims Committee Meeting is scheduled for  
9:00 a.m., on Wednesday, October 18, 2023

Respectfully submitted by:  
Becky Brenner - Board Secretary