



# Lee County Claims Committee Minutes

Lee County, Illinois

Mar 22, 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 were all present in person. Alternate Chris Robertson was not in attendance.

## III. Meeting Attendees and Visitors

Becky Brenner (Board Secretary).

## IV. Approval of the Minutes from the Previous Meeting (March 8, 2023)

Minutes from the March 8, 2023, Lee County Claims Committee Meeting were approved without modification.

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

Angie Shippert logged into miViewPoint and initiated the review of 51 claims in the queue. No claims were permanently rejected. The committee adjusted the invoice number on one claim and rejected another claim back to a department because the wrong invoice had been attached. The correction was made during the meeting and the claim was approved. The committee forwarded all claim invoices to the Full County Board for ratification.

The committee also had several claims that were submitted to the Technology Grant Line item: 311-002-580401.

## 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 10:26 a.m. **Moved** by Nancy Naylor. **Second** by Angie Shippert. **Motion** passed unanimously by voice vote.

The next Lee County Claims Committee Meeting is scheduled for  
9:00 a.m., on Wednesday, April 5, 2023.