



Lee County Claims Committee Minutes

Lee County, Illinois

May 24, 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 all attended in person. Chris Robertson did not attend the meeting.

III. Meeting Attendees and Visitors

Becky Brenner (Board Secretary) attended in person. Wendy Ryerson (Administrator) attended the meeting in person to briefly give some background information on several claims that were later approved by the committee.

IV. Approval of the Minutes from the Previous Meeting (May 10, 2023)

Minutes from May 10, 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 67 claims in the queue. The committee forwarded all 67 claim invoices to the Full County Board for ratification.

- Several invoices were questioned during the meeting. All issues were resolved before the meeting adjourned.
- An invoice for River Ridge Animal Hospital showed a balance due of more than the amount be requested from the Department. The Department Head explained that the amount requested did not reflect the entire balance. The remainder of the claim would be submitted for payment in June.

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 10:15 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, June 7, 2023

Respectfully submitted by:
Becky Brenner - Board Secretary