



Lee County Claims Committee Minutes

Lee County, Illinois

Sep 7, 2022 at 9:00 AM CDT

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 9:00 a.m., by Chair Marilyn Shippert.

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

Marilyn Shippert, Mike Zeman, Dave Bally (9:20-9:59), and Tom Kitson (alternate)(9:00-9:55) were present in person. Bill Palen, alternate, was not in attendance.

III. Meeting Attendees and Visitors

Becky Brenner (Board Secretary). Paula Meyer (Treasurer) and Debbie Robertson (Deputy in the Treasurer's Office) attended for a short period of time to help the committee look up a past invoice.

IV. Approval of the Minutes from the Previous Meeting (August 24, 2022)

Minutes from the August 24, 2022, Lee County Claims Committee Meeting were approved as presented without modification.

V. Review and Approval of Bi-Weekly Claims

Marilyn Shippert logged into miViewPoint and initiated the review of 36 claims in the queue. There was one claims that was rejected back to the department because the amount being paid included charges from a previously paid invoice. The difference was likely the result of a cross in the mail. The committee forwarded all other 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 procedures.

VII. New Business

There were no items under new business.

VIII. Executive Session

There was no request for executive session.

IX. Adjournment

Motion to adjourn at 9:59 a.m. **Moved** by Mike Zeman. **Second** by Dave Bally. **Motion** passed unanimously by voice vote.

The next scheduled meeting for the Lee County Claims Committee is
9:00 a.m., on Wednesday, September 21, 2022.