



Lee County Claims Committee Minutes

Lee County, Illinois

Jun 8, 2022 at 9:00 AM CDT

Old Lee County Courthouse, Third Floor Committee Room, 112 E 2nd St,
Dixon, IL 61021

I. Call to Order

The meeting was called to order at 9:06 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

Dave Bally was absent. No alternates attended. Marilyn Shippert and Mike Zeman were present in person.

III. Meeting Attendees and Visitors

Becky Brenner (Board Secretary).

IV. Approval of the Minutes from the Previous Meeting (May 18, 2022)

The minutes from the May 18, 2022, Lee County Claims Committee Meeting were approved without modification.

V. Review and Approval of Bi-Weekly Claims

Marilyn Shippert logged into miViewPoint and initiated the review of 74 claims in the queue. One claim was rejected for non-County employee charges on a County credit card. The committee forwarded all other claim invoices for full County Board ratification.

VI. Old Business

A. Developing Claims Procedures

The committee expressed concern that a number of invoices and receipts from different departments did not reflect the County's tax exempt status and included sales tax. These vendors included WalMart and Menards.

VII. New Business

There were no items under new business

VIII. Executive Session

No executive session was requested.

IX. Adjournment

Motion to adjourn at 10:15 a.m. **Moved** by Mike Zeman. **Second** by Marilyn Shippert.
Motion passed.

The next Lee County Claims Committee Meeting will be
9:00 a.m., on Wednesday, June 22, 2022