



Lee County Claims Committee Minutes

Lee County, Illinois

Sep 6, 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 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 was not in attendance.

III. Meeting Attendees and Visitors

Becky Brenner (Board Secretary) attended in person.

IV. Approval of the Minutes from the Previous Meeting (August 23, 2023)

Minutes from the August 23, 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 46 claims in the queue. One claim was missing a receipt but was approved after speaking with the department head. The receipt will be emailed and attached to the claim. The committee forwarded all 46 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 9:55 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, September 20, 2023

Respectfully submitted by:
Becky Brenner - Board Secretary