



Lee County Claims Committee Minutes

Lee County, Illinois

May 8, 2024 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 9:02 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 resigned from the County Board in April and is no longer on the committee.

- III. Meeting Attendees and Visitors
Becky Brenner (Board Secretary) attended in person.

- IV. Approval of the Minutes from the Previous Meeting (April 17, 2024)
Minutes from the April 17, 2024, Claims Committee Meeting were approved as presented without modification.

- V. Review and Approval of Bi-Weekly Claims
Angie Shippert logged into miViewPoint and initiated the review of 90 claims. By the end of the meeting an additional 21 claims had been submitted. 110 were reviewed and approved. One (1) invoice was rejected back to the department at the request of the Department Head. The amount of the invoice did not match the amount being requested for payment. 110 claims were forwarded to the County Board for ratification.

- VI. Old Business
 - A. *Review of Claims Procedures*
There was no discussion on this topic.

- 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 10:43 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, May 22, 2024

Respectfully submitted by:
Becky Brenner - Board Secretary