



# Lee County Claims Committee Minutes

Lee County, Illinois

Oct 18, 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.

IV. Approval of the Minutes from the Previous Meeting (October 4, 2023)

Minutes from the October 4, 2024, Lee County 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 66 total claims.

- One claim was rejected back to the department because it was a payroll item, not a claim to be paid by check.
- One claim was rejected back to the department because it would most likely need to be paid from the Department of Corrections for transport.
- One claim was approved although it was missing a \$20 receipt from the IL Tollway.

The committee forwarded 64 of the 66 claim invoices submitted 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 10:33 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, November 8, 2023

Respectfully submitted by:  
Becky Brenner - Board Secretary