



Lee County Claims Committee Minutes

Lee County, Illinois

Wednesday, December 18, 2024, 9:00 AM

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, Keane Hudson, Tom Kitson. Keane Hudson and Tom Kitson are alternates.
Mike Zeman, Nancy Naylor, and Keane Hudson attended in person. Tom Kitson was not in attendance. Angie Shippert resigned from the County Board on December 11, 2024.
- III. Meeting Attendees and Visitors
Becky Brenner (Board Secretary) attended in person.
- IV. Approval of the Minutes from the Previous Meeting (December 4, 2024)
Minutes from the December 4, 2024, 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 73 claims. One US Bank claim was approved but was missing a \$42.65, receipt from Dollar General. That receipt was emailed to the Treasurer's Office later in the day. All 73 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 11:06 a.m. **Moved** by Nancy Naylor. **Second** by Keane Hudson. **Motion** passed unanimously by voice vote.

The next Lee County Claims Committee Meeting is scheduled for
9:00 a.m., on Monday, December 30, 2024

Respectfully submitted by:
Becky Brenner - Board Secretary