



Lee County Claims Committee Minutes

Lee County, Illinois

January 8, 2025, 9:00 AM

Old Lee County Courthouse, Third Floor Executive Conference 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, Keane Hudson, Tom Kitson (Alt), Dean Freil (Alt)

Mike Zeman, Keane Hudson, and Tom Kitson attended in person. Nancy Naylor and Dean Freil were not in attendance.

III. Meeting Attendees and Visitors

Becky Brenner (Board Secretary) attended in person.

IV. Approval of the Minutes from the Previous Meeting (December 18, 2024)

Minutes from the December 18, 2024, Lee County Claims Committee Meeting were approved as presented without modification. The tentative meeting that was on the schedule for December 30, 2024, was cancelled.

V. Review and Approval of Bi-Weekly Claims

Mike Zeman logged into miViewPoint and initiated the review of 55 claims. An additional claim was submitted during the meeting. One claim was missing a receipt that was emailed to the board secretary to forward to the Treasurer's Office. All 56 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 10:18 a.m. **Moved** by Keane Hudson. **Second** by Tom Kitson. **Motion** passed unanimously by voice vote.

The next Lee County Claims Committee Meeting is scheduled for
9:00 a.m., on Wednesday, January 22, 2025

Respectfully submitted by:
Becky Brenner - Board Secretary