



Lee County Claims Committee Minutes

Lee County, Illinois

Wednesday, December 4, 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, and Tom Kitson. Keane Hudson and Tom Kitson are alternates.

Mike Zeman, Nancy Naylor, and Keane Hudson were present in person. Angie Shippert was absent. Tom Kitson 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 (November 20, 2024)

Minutes from the November 20, 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 30 claims. During the meeting three (3) additional claims were submitted from the County Clerk's Office. One claim was rejected because the name on the invoice did not match the vendor's name. 32 of the 33 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 9:59 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 Wednesday, December 18, 2024

Respectfully submitted by:
Becky Brenner - Board Secretary