

**Oceana County Department of Veterans Affairs
Relief Meeting/Business Meeting
Meeting Minutes, October 12, 2016**

RELIEF MEETING

The Oceana County Department of Veterans Affairs Relief Meeting was called to order at 9:05 a.m. in the Golden Township Hall Meeting Room by Bob Fong, Vice Chairman.

Roll Call: Bob Fong (BF), Terry Dykema (TD), Darrell Hogston (DH), Steve Fell (SF), Ruth Burmeister (RB).

Members Absent: Kim Loncar (excused).

Guests Present: None.

Claim #106-16 Claim for help with well repair and propane fill.
Claim denied due to other than honorable discharge.

Claim #107-16 Claim for help with supply of firewood.
Motion by SF to pay \$750.00 for 10 ricks of firewood.

Roll Call Vote: Darrell Hogston, Steve Fell, Terry Dykema, Bob Fong.
Yea – 4, Nay – 0 All in favor

V#133-16 \$750.00

Motion 2nd by DH.

Motion Approved.

Claim #109-16 Claim for help with propane fill.
Motion by SF to pay \$623.58 for propane fill.

Roll Call Vote: Darrell Hogston, Steve Fell, Terry Dykema, Bob Fong.
Yea – 4, Nay – 0 All in favor.

V#134-16 \$623.58

Motion 2nd by TD.

Motion Approved.

Claims Review Session was adjourned at 10:35 a.m. by Bob Fong.

Went into Workshop Session.

Public Act 214. Discussion of Section 35.21, Subsection B.

Workshop Session closed at 11:55 a.m. by Bob Fong.

Meeting Minutes, October 12, 2016

BUSINESS MEETING

The Oceana County Department of Veterans Affairs Business Meeting was called to order at 1:06 p.m. in the Golden Township Hall Meeting Room by Bob Fong, Chairman.

Pledge of Allegiance

Roll Call: Bob Fong (BF), Terry Dykema (TD), Darrell Hogston (DH), Steve Fell (SF), Kim Loncar (KL), Ruth Burmeister (RB).

Members Absent: Andy Sebolt - County Commissioner Liaison (AS).

Guests Present: None.

Approval of Agenda

Motion by SF to accept Agenda as published.

Voice Vote: Yea – 5 Nay - 0 All in favor.

Motion 2nd by DH.
Motion Approved.

Approval of Consent Agenda

Motion by SF to accept Consent Agenda as published.

Voice Vote: Yea – 5 Nay - 0 All in favor.

Motion 2nd by KL.
Motion Approved.

Correspondence: None.

Sub-Committee Reports

VSO (Veterans Service Officer) Report – RB

RB reported on Homeless Coalition meeting she recently attended.

Office activity report with September numbers distributed.

Discussion of current printing needs: business cards, letterhead and envelopes. A 5 x 7 card proposed that lists services and resources.

Discussion of having a “Veterans Corner” in the weekly Oceana County Herald paper. Cost to be investigated.

Budget and Finance Committee - SF

New Expenditures:

V#130-16 Zeeland Record Co. \$880.80.

Motion by DH to pay \$880.80 for millage renewal signs.

Roll Call Vote: Terry Dykema, Darrell Hogston, Steve Fell, Kim Loncar, Bob Fong.
Yea – 5 Nay - 0 All in favor.

Motion 2nd by SF.
Motion Approved.

V#131-16 Integrity Business Solutions. \$42.11.

Motion by SF to pay \$42.11 for office supplies.

Roll Call Vote: Terry Dykema, Darrell Hogston, Steve Fell, Kim Loncar, Bob Fong.
Yea – 5 Nay - 0 All in favor.

Motion 2nd by DH.
Motion Approved.

V#132-16 XoneTech. \$495.00.

Motion by SF to pay \$495.00 for 18.0 hours website work.

Roll Call Vote: Terry Dykema, Darrell Hogston, Steve Fell, Kim Loncar, Bob Fong.
Yea – 4 Nay – 0 1 – Abstain - BF All in favor.

Motion 2nd by KL.
Motion Approved.

V#135-16 MACVC \$55.00

Motion by SF to pay \$55.00 for VSO State/National Membership.

Motion 2nd by KL.

Roll Call Vote: Terry Dykema, Darrell Hogston, Steve Fell, Kim Loncar, Bob Fong.
Yea – 5 Nay - 0 All in favor.

Motion Approved.

Budget Expenses Report:

Total department expenditures through September 2016 month end.

\$7,528.19.

Discussion of file backup for department financial files.

Community Relations – TD

Veterans Day (11/11/16) activities in Hart include services at Veterans Memorial Park, the Medical Care Facility, Cherry Blossom, and lunch at the VFW.

Personnel Committee – DH

Webmaster position – DH to see Bob Sobie regarding advertising for this part-time contract position. BF to collect information on current rate of pay for half-time webmasters.

Policy and Procedures – BF

Revisions in progress.

County Commissioner’s Veterans Liaison - Andy Sebolt

No report, absent.

Old Business

Website update. Final details and department email synching almost complete.

Status of second computer for office. BF to send quote information to Bob Sobie by 10/17/16.

County Incentive Grants. Application to be made for reimbursement after computer purchase.

New Business

None at this time.

No further committee business at this time.

No public comments.

FYI

Department members should begin forwarding data for 2016 Annual Report to BF.

November Committee Meeting dates: 11/9/16, 11/21/16.

Adjournment

Department Meeting adjourned at 3:10 p.m. by Bob Fong.

The next general meeting will be Wednesday, October 26, 2016 in the County Commissioners Board Room.

9:00 a.m. Veterans Affairs Relief Meeting

1:00 p.m. Veterans Affairs Business Meeting

Refreshments - SF

Bob Fong, Chairman
/KS

Kim Loncar, Secretary