

October 19, 2020
Oxford, Nebraska

A regular meeting of the Chairman and Board of Trustees of the Village of Oxford was held in Open and Public session at the Village Office on October 19, 2020.

Notice of the meeting was given in advance by publication, a designated method for giving notice. Notice of the meeting was given to the Chairman and all members of the Board, and a copy of their acknowledgement of the agenda was communicated in the advance notice to the Chairman and Board of Trustees of this meeting. All proceedings hereafter shown were taken while the convened meeting was open to the public.

The meeting was called to order at 7:04 P.M. and attendance was determined by Roll Call. Present were Clint McQuiston, Scott Hamilton and Neal McInturf. Absent: Mike Minarik and Chad Cunningham. Others present were Becky Calderone, Clerk/Treasurer, Duane Hoffman, Public Works Director Kristy Quinn and Angie Mitchell.

Board Chairman McInturf informed everyone present that there is one current copy of the Open Meetings Act posted on the east wall of the meeting room.

Consent Agenda:

Minutes from the October 5, 2020

Claims for the period October 6 to October 19, 2020 as follows:

Village of Oxford Oxford Utilities \$5,068.88; State and Local Sales & Use Tax \$27.50; AFLAC \$41.80; AMGL \$2,657.13; Bankcard Processing Center \$440.55; CAMAS Publishing \$614.85; CHS Agri Service Center \$323.05; CVIA \$963.90; Demco, Inc \$117.51; Fox Insurance Services \$28.57; Island Supply Welding Co \$32.98; Kearney Winnelson Co.\$22.96; LARM \$29,151.67; Long Island Red-Mix LLC \$347.88; Matheson Tri-Gas, Inc. \$89.30; Oxford Postmaster \$55.00; Oxford Supermarket \$25.66; Trav's Treasures, Inc \$30.00; Verizon Wireless \$23.31; Wages \$2,304.65; Total \$42,367.15.

Village of Oxford – Utilities Federal Tax Deposit \$3,371.83; Principal Financial Group \$1,615.59; Nebraska Child Support \$248.77; Oxford Utilities \$2,935.64; NDEQ - FISCAL SERVICES \$150.00; State and Local Sales & Use Tax \$6,922.88; AFLAC \$292.24; Almquist, Maltzahn, Galloway & Luth, P.C \$3,592.87; Bankcard Processing Center \$132.15; Rob Bennett \$80.00; Border States Industries, Inc. \$5,889.82; CAMAS Publishing \$80.00; CHS Agri Service Center \$438.14; Becky Calderone \$128.85; Central Valley Electric, Inc. \$78.50; CenturyLink \$83.98; City of Holdrege \$2,896.74; Electric Pump Inc \$1,761.14; Fox Insurance Services \$171.43; Heath Hammond \$387.02; Duane Hoffman \$217.35; LARM \$25,657.87; Mid-Nebraska Individual Services \$300.00; Municipal Supply Inc of Nebraska \$68.14; Nebraska Municipal Power Pool \$ 275.00; Nebraska Public Health Enviro Lab \$66.00; Nebraska Truck Center, Inc. \$199.86; Olsson \$659.45; Oxford Postmaster \$350.00; Oxford Supermarket \$31.11; Darrel Paulson \$510.00; Railroad Management Company III, LLC \$284.85; Gale Shafer \$37.97; Southwestern Equipment Company \$393.13; Wesco Receivables Corp. \$96.30; Wages \$8,178.61; Total \$68,583.23.

McQuiston made a motion to approve the consent agenda seconded by Hamilton. Roll call. Voting in favor: McQuiston, Hamilton and McInturf. Opposed: None. Motion carried.

Trustee Absences: Hamilton made a motion to approve the absence of Mike Minarik on October 5, 2020, seconded by McQuiston. Roll call. Voting in favor: Hamilton, McQuiston and McInturf. Opposed: none. Motion carried.

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Library Minutes: McQuiston made a motion to approve the library minutes from 10/4/2020, seconded by Hamilton. Roll call. Voting in favor: McQuiston, Hamilton and McInturf. Opposed: None. Motion carried.

Discussion regarding landlord and utility bill responsibility: Kristy Quinn approached the board regarding the landlord responsibility and being able to request disconnection. The Village has to follow the state statutes on the disconnection policy. This policy is outlined in the Village Code Book. The account is between the Village of Oxford and the subscriber. Some landlords have kept the utility account in their own name, and therefore were in control of the account.

Recommendation from Sheriff Brown to Village Board: Sheriff Brown discussed a few properties with the Village Board that they may want to have the Board of Health look into. The Village Board will schedule a meeting of the board of Health to look at, but limited to properties at and surrounding 500 Odell St and 205 W Bright Street and 810 Howell.

Clerks/Treasurer's Report: The audit for the Village will be done remotely this year due to the audit team having some exposure to COVID 19. We do not anticipate any setbacks for the audit. The auditors were already set up for remote audit, and have been currently conducting a few in this manner. The board reviewed the treasurer and investment reports, which were the year end reports for the fiscal year as well. A copy of both reports is on file at the Office of the Village Clerk.

Public Work's Director Report: Duane Hoffman's report was available to the board for review and is on file at the Office of the Village Clerk.

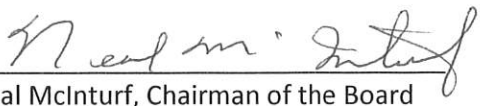
It was the consensus of the board to grant an advance of 40 hours vacation to Brent Keslar to be used in November. Keslar's anniversary date is December 1. Village employees are encouraged to use all of their vacation time during the year, and are only allowed to carry over 40 hours into the next anniversary year.

Chairman McInturf added that the employee evaluations were wrapped up. Emphasis was on improving the image of the village of Oxford. McInturf felt that the evaluations went over well.

There being no further business, the meeting adjourned by unanimous consent at 8:12 p.m.

I, the undersigned, Village Clerk, of the Village of Oxford, Nebraska hereby certify that the foregoing is a true and correct copy of the proceedings had and done by the Chairman and the Board of Trustees on October 19, 2020 that all of the subjects included in the foregoing proceedings were contained in the agenda for the meeting, kept continually current and readily available for public inspection at the office of the Village Clerk; that such subjects were contained in said agenda for at least twenty-four hours prior to said meeting; that such agenda items were sufficiently descriptive to give the public reasonable notice of the matters to be considered at the meeting; that at least one copy of all reproducible material discussed at the meeting was available at the meeting for examination and copying by members of the public; that the said minutes from which the foregoing proceedings have been extracted were in written form and available for public inspection within ten working days and prior to the next convened meeting of said body; that all news media requesting notification concerning meetings of said body were provided advance notification of the time and place of said meeting and the subjects to be discussed at said meeting and that a current copy of the Nebraska Open Meetings Act was available and accessible to members of the public; posted during such meeting in the room in which such meeting was held.

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Neal McInturf, Chairman of the Board



Becky Calderone, Village Clerk/Treasurer