

December 14, 2020
Oxford, Nebraska

A special 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 December 14, 2020.

Notice of the meeting was given in advance by posting in three prominent places in the Village, 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 7:01 P.M. and attendance was determined by Roll Call. Present were Chad Cunningham, Mike Minarik, Scott Hamilton, Keithen Hamilton and Clint McQuiston. Absent: None. Others present were Becky Calderone, Clerk/Treasurer and Angie Mitchell.

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

Keithen Hamilton took the Oath of Office from Vice Chairman McQuiston.

REORGANIZATIONAL MEETING:

The floor was opened for nominations for Chairman of the Board. Cunningham nominated McQuiston for Chairman. No other nominations were made. There being no other nominations, nomination of McQuiston for chairperson was seconded by Minarik. Roll call vote. Voting in favor: Minarik, Cunningham, Keithen Hamilton, Scott Hamilton, and McQuiston. Opposed: None. Motion carried.

Chairman McQuiston opened the floor for nominations for Vice-Chairman. Cunningham nominated Minarik for Vice-Chairman. No other nominations were made. There being no other nominations, Minarik for vice-chairman was seconded by Scott Hamilton. Roll call vote. Voting in favor: Cunningham, Keithen Hamilton, Minarik, Scott Hamilton and McQuiston. Opposed: None. Motion carried.

Chairman McQuiston proposed to re-appoint Becky Calderone as Clerk/Treasurer and Duane Hoffman as Public Works Director. Trustee Minarik made a motion to approve the appointment, seconded by Scott Hamilton. Roll Call. Voting in favor: Cunningham, Scott Hamilton, Minarik, Keithen Hamilton, and McQuiston. Opposed: None. Motion carried.

Chairman McQuiston proposed to re-appoint Calkins Law Office for Village Attorney. Trustee Scott Hamilton made a motion to approve the appointment, seconded by Cunningham. Roll Call. Voting in favor: Keithen Hamilton, Cunningham, Scott Hamilton, Minarik and McQuiston. Opposed: None. Motion carried.

Chairman McQuiston proposed to re-appoint Dave Ziska as the Village Certified Street Superintendent and the firm of Olsson as the Village Engineer. Trustee Scott Hamilton made a motion to approve the appointments, seconded by Minarik. Roll Call. Voting in favor: Minarik, Scott Hamilton, Cunningham, Keithen Hamilton and McQuiston. Opposed: None. Motion carried.

Chairman McQuiston proposed to appoint Cunningham and Minarik to the Village Lottery Committee. Trustee Scott Hamilton made a motion to approve the appointment seconded by Minarik. Roll call.

Voting in favor: Keithen Hamilton, Cunningham, Minarik, Scott Hamilton and McQuiston. Opposed: None. Motion carried.

Chairman McQuiston proposed to appointment McQuiston and Bill Mayo as Trustees to the Village Pension Plan. Trustee Scott Hamilton made a motion to approve the appointments, seconded by Cunningham. Roll Call. Voting in favor: Scott Hamilton, Keithen Hamilton, Cunningham, Minarik and McQuiston. Opposed: None. Motion carried.

Chairman McQuiston proposed to appointment McQuiston and Hoffman as Representatives to NMPP, MEAN and ACE. Trustee Minarik made a motion to approve the appointments, seconded by Keithen Hamilton. Roll Call. Voting in favor: Scott Hamilton, Cunningham, Minarik, Keithen Hamilton and McQuiston. Opposed: None. Motion carried.

Chairman McQuiston proposed to re-appoint Barb Knuth as Zoning Administrator. Trustee Cunningham made a motion to approve the appointment, seconded by Minarik. Roll call. Voting in favor: Scott Hamilton, Minarik, Cunningham, Keithen Hamilton and McQuiston. Opposed: None. Motion carried.

Chairman McQuiston proposed to appoint Chairman McQuiston, Vice-Chairman Minarik, and Hailey Booe as the medical professional and Furnas County Sheriff as the quarantine officer to the Board of Health. Trustee Scott Hamilton made a motion to approve this appointment, seconded by Cunningham. Roll Call. Voting in favor: Minarik, Cunningham, Keithen Hamilton, Scott Hamilton and McQuiston. Opposed: None. Motion carried.

Chairman McQuiston proposed to reappoint Mike Quinn, Becky Hoffman, Kristi Quinn and Becky Calderone as members of the Code Enforcement Committee. Trustee Minarik made a motion to approve the appointments, seconded by Scott Hamilton. Roll call. Voting in favor: Minarik, Keithen Hamilton, Cunningham, Scott Hamilton and McQuiston. Opposed: None. Motion carried.

Chairman McQuiston called for the designation of the official newspaper for legal publications, which is currently The Valley Voice. Trustee Minarik made a motion to approve the designation of Oxford Standard as the official newspaper, seconded by Scott Hamilton. Roll Call. Voting in favor: Cunningham, Scott Hamilton, Keithen Hamilton, Minarik and McQuiston. Opposed: None. Motion carried.

Chairman McQuiston proposed to appoint Cunningham and Scott Hamilton to the Hiring Committee for the Oxford Swimming Pool. Trustee Minarik made a motion to approve the appointment seconded by Keithen Hamilton. Roll call. Voting in favor: Cunningham, Minarik, Scott Hamilton, Keithen Hamilton, and McQuiston. Opposed: None. Motion carried.

Consent Agenda:

Approve Minutes from the November 16, 2020 regular meeting. Scott Hamilton moved to approve the minutes, seconded by Minarik. Roll Call. Voting in favor: Scott Hamilton, Minarik and McQuiston. Abstained: Cunningham and Keithen Hamilton. Opposed: None. Motion carried.

Approve Claims for the period November 17, 2020 through December 14, 2020:

Village of Oxford Claims: AFLAC \$41.80; Ag Valley Cooperative, Non-Stock \$468.05; Bankcard Processing Center \$449.65; Black Hills Energy \$648.78; Central Valley Electric, Inc. \$55.04; CenturyLink

\$83.98; Commercial Industrial Supply \$357.99; Eakes Office Solutions \$437.95; Fluent Information Management Systems \$1,700.00; Furnas County Treasurer \$3,862.50; Great White Shredding \$4.00; Harlan County Health System \$1,000.00; Heath Hammond \$422.81; Hometown Leasing \$282.83; Husker Hardware LLC \$104.93; Jim's OK Tire, Inc. \$346.00; Kaufman Kawasaki Inc. \$1,160.92; Matheson Tri-Gas, Inc. \$89.30; Nebraska Municipal Power Pool \$485.80; NMC, Inc. \$361.89; Oxford Chamber of Commerce \$2,375.00; Oxford Postmaster \$55.00; Oxford Utilities \$4,333.32; Pinpoint Communications, Inc. \$107.48; Principal Life Insurance Company \$138.24; Reliable Pest Control Services, Inc \$110.50; Rex D. Weatherwax \$3,500.00; Richard Hays \$40.00; S & W Auto Parts Company \$173.54; South Central State Bank \$1,248.97; Southern Valley Schools \$850.00; State Treasurer \$42.70; SYNCB/AMAZON \$433.66; Verizon Wireless \$30.37; Village Mercantile \$34.21; Village of Oxford \$35,705.16; Wages \$4,979.36; Total \$66,521.73;

Village Of Oxford Utility: Adam Miller \$300.00; AFLAC \$292.24; Ag Valley Cooperative, Non-Stock \$1,061.04; Ali Norman \$301.03; ATC Communications \$56.30; Bankcard Processing Center \$2,629.41; Becky Calderone \$231.15; Black Hills Energy \$87.14; Breinig Diesel LLC \$5,102.29; CAMAS Publishing \$80.00; Carissa Brink \$400.00; Cattarina Stock \$400.00; CenturyLink \$83.98; City of Holdrege \$2,475.73; Colonial Life \$198.66; Core & Main LP \$7,355.18; Department of Energy \$5,072.58; Federal Tax Deposit \$6,876.28; Fox Insurance Services \$50.00; Great White Shredding \$16.00; Husker Hardware LLC \$14.95; Ideal Laundry and Cleaners, Inc \$86.44; M.E.A.N. \$34,243.30; Mid-Nebraska Individual Services \$300.00; NDEQ - FISCAL SERVICES \$10,700.61; Nebraska Child Support Payment Center \$497.54; Nebraska Municipal Power Pool \$1,943.20; Nebraska Public Health Environmental Lab \$47.00; Olsson \$135.34; One Call Concepts Inc \$30.03; Oxford Chamber of Commerce \$1,000.00; Oxford Postmaster \$263.33; Oxford Supermarket \$131.60; Oxford Utilities \$1,524.88; Pinpoint Communications, Inc. \$201.62; Principal Financial Group \$3,265.50; Principal Life Insurance Company \$1,120.05; Reliable Pest Control Services, Inc \$56.50; Rob Bennett \$80.00; Rosaura Malave Colon \$400.00; S & W Auto Parts Company \$211.83; Southwestern Equipment Company \$412.10; Stamford Service LLC \$281.10; State Tax W/H \$1,062.42; Village Mercantile \$45.63; Wages \$16,693.92; Total \$107,817.90;

Minarik moved to approve the Claims. Seconded by Scott Hamilton. Roll Call. Voting in favor: Scott Hamilton, Cunningham, Minarik, Keithen Hamilton and McQuiston. Opposed: None. Motion carried.

Trustee Absences: Minarik moved to approve the trustee absences of Chad Cunningham for the November 16, 2020 meeting, seconded by Scott Hamilton. Roll call. Voting in favor: Scott Hamilton, Minarik and McQuiston. Abstained: Cunningham and Keithen Hamilton.

Year End Gifts: Cunningham made a motion to approve the year end gifts, seconded by Scott Hamilton. Roll call. Voting in favor: Minarik, Keithen Hamilton, Cunningham, Scott Hamilton and McQuiston. Opposed: None. Motion carried.

CEC Minutes: Scott Hamilton made a motion to approve the minutes from October 7, 2020, seconded by Cunningham. Roll call. Voting in favor: Scott Hamilton, Minarik, Cunningham, McQuiston and Keithen Hamilton. Opposed: None. Motion carried.

Onedrive for paperless meetings: Scott Hamilton made a motion to approve the proposal to purchase 6 chromebook tablets, set up, training and programming from ATC, seconded by Keithen Hamilton. Roll call. Voting in favor: Cunningham, Minarik, Keithen Hamilton, Scott Hamilton and McQuiston. Opposed: none. Motion carried.

Clerk's report: The Code Enforcement Committee is still looking for two board members to assist in creating guidelines for nuisances that may concerns businesses. Scott Hamilton and Clint McQuiston will

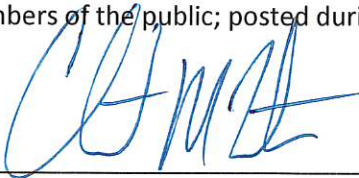
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attend the next meeting of the CEC to begin discussions on how to proceed and create guidelines. The owner Occupied Housing Rehab Program has been underway. Clint McQuiston and Scott Hamilton assisted the clerk with scoring the three businesses that applied for the lead based paint testing. Bid will be awarded at the next board meeting. Five homeowner applications were taken in and sent to WCNDD for review. It is possible that another round to accept additional applications will be opened up very soon. The goal is to have five homes qualified for the program. The Village Office will close at noon on Christmas Eve. According to the employee manual, employees are allowed to leave at noon that day without pay, or can use vacation or comp time. A survey regarding the park will be sent out to the Oxford and surround residents. There are 3 questions regarding the ball field and 3 questions regarding the shelter house. There is also a comment section for any additional areas of the park that may need upgraded. The clerk will obtain quotes for Plexiglas to be installed at the counter. The board has agreed to keep the office locked and will discuss again at the January meeting. The board reviewed the treasurer and investment reports. These reports are kept on file at the Village Office.

Public Work's Director Report the board reviewed the report from Hoffman. A copy of the Report is on file at the Village Office.

There being no further business, the meeting adjourned by unanimous consent at 8:03 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 December 14, 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.



Clint McQuiston, Chairman of the Board



Becky Calderone, Village Clerk/Treasurer