

December 9, 2019  
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 9, 2019.

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 7:03 P.M. and attendance was determined by Roll Call. Present were Chad Cunningham, Mike Minarik, Scott Hamilton and Neal McInturf. Absent: Clint McQuiston. Others present were Meredith Williams, Becky Calderone, Clerk/Treasurer and Duane Hoffman, Public Works Director.

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.

**RLF Accounts:** at 7:05 PM Minarik made a motion to go into executive sessions to discuss the RLF accounts, balances and status of the loans, seconded by Hamilton. Roll call. Voting in favor: Cunningham, Hamilton, Minarik and McInturf. Opposed: None. Motion carried.

At 7:42 PM, Cunningham made a motion to cease discussion and come out of executive session, seconded by Minarik. Roll call. Voting in favor: Hamilton, Cunningham, Minarik and McInturf. Opposed: None. Motion carried.

#### **REORGANIZATIONAL MEETING:**

The floor was opened for nominations for Chairman of the Board for the term of December 10, 2019 thru December 7, 2020. Cunningham nominated McInturf for Chairman. No other nominations were made. There being no other nominations, nomination of McInturf for chairperson was seconded by Minarik. Roll call vote. Voting in favor: Hamilton, Minarik, and Cunningham. Abstained: McInturf. Opposed: None. Motion carried.

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

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

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

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

Chairman McInturf proposed to appoint Cunningham and Minarik to the Village Lottery Committee. Trustee Hamilton made a motion to approve the appointment seconded by McInturf. Roll call. Voting in favor: Hamilton, Cunningham, Minarik and McInturf. Opposed: None. Motion carried.

Chairman McInturf proposed to re-appointment McInturf and Mayo as Trustees to the Village Pension Plan, and McInturf and Hoffman as Representatives to NMPP, MEAN and ACE. Trustee Cunningham made a motion to approve the appointments, seconded by Hamilton. Roll Call. Voting in favor: Hamilton, Cunningham, Minarik and McInturf. Opposed: None. Motion carried.

Chairman McInturf 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: Hamilton, Minarik, Cunningham and McInturf. Opposed: None. Motion carried.

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

Chairman McInturf proposed to reappoint Mike Quinn, Becky Hoffman and Becky Calderone as members of the Code Enforcement Committee. Trustee Minarik made a motion to approve the appointments, seconded by Hamilton. Roll call. Voting in favor: Minarik, Cunningham, Hamilton and McInturf. Opposed: Grossnicklaus. Motion carried.

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

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

An ad for the manager's positions will be posted in the newspaper and applications will be given to the hiring committee.

**Approve Minutes** from the November 18, 2019 regular meeting. Minarik moved to approve the minutes, seconded by Hamilton. Roll Call. Voting in favor: Hamilton, Minarik and McInturf. Abstained: Cunningham. Opposed: None. Motion carried.

**Approve Claims for the period November 19, 2019 through December 9, 2019:**

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**Village of Oxford Claims:** WCNDD \$1,025.00; Black Hills Energy \$716.77; CenturyLink \$83.98; CASH \$100.00; Barbara Knuth \$484.84; Verizon Wireless \$7.02; Oxford Utilities \$4,581.65; Ag Valley Coop \$333.70; Bound Tree Medical, LLC \$557.26; CenturyLink \$84.67; City of Holdrege \$2,073.05; Commercial Industrial Supply \$129.57; D&N Lammel's, LLC \$15.75; Engel's Sales & Service Center \$3.70; Fluent Information Management Systems \$1,700.00; Furnas County Treasurer \$3,750.00; Great White Shredding \$14.00; Harlan County Health System \$1,000.00; Hometown Leasing \$282.83; Matheson Tri-Gas, Inc \$69.80; NMC, Inc. \$363.85; Nebraska Municipal Power Pool \$485.80; Oxford Supermarket \$30.59; Pinpoint Communications, Inc. \$38.19; Principal Life Insurance Company \$147.00; Reliable Pest Control Services, Inc. \$110.50; S & W Auto Parts Company \$1,225.24; South Central State Bank \$578.97; Svoboda's Ace Hardware \$93.97; Village of Oxford \$35,705.16; CALKINS LAW OFFICE \$200.00; Wages \$5,816.53; Total \$61,809.39.

**Village Of Oxford Utility:** Federal Tax Deposit \$3,853.14; Nebraska Child Support \$248.77; State Tax W/H \$1,067.68; Principal Financial Group \$1,591.58; Oxford Postmaster \$150.36; State of Nebraska \$700.00; Black Hills Energy \$826.17; M.E.A.N. \$34,332.48; Federal Tax Deposit \$3,517.35; Principal Financial Group \$1,598.67; Nebraska Child Support \$248.77; ATC Communications \$51.35; Black Hills Energy \$31.91; BOKF, NA \$53,791.25; NDEQ - FISCAL SERVICES \$10,772.70; Oxford Utilities \$1,676.58; Ag Valley Cooperative, Non-Stock \$1,289.29; American Container Equip & Supp, LLC \$925.00; Bee Biz Inc \$400.00; Cheyenne Chamberlain \$400.00; City of Holdrege \$6,305.00; Colonial Life \$198.66; Cummins Sales and Services \$3,699.65; Department of Energy \$5,072.58; Fox Insurance Services \$50.00; Great White Shredding \$56.00; Jade Hutchens \$400.00; Ideal Laundry and Cleaners, Inc. \$83.12; Colt Livingston \$300.00; Mid-Nebraska Individual Services \$300.00; Nebraska Municipal Clerks' Association \$25.00; Nebraska Municipal Power Pool \$2,218.20; Nebraska Public Health Environmental Lab \$62.00; One Call Concepts Inc \$4.22; Oxford Supermarket \$71.23; Pinpoint Communications, Inc. \$201.18; Principal Life Insurance Company \$1,084.22; Rasmussen Mechanical Services \$5,285.04; Reliable Pest Control Services, Inc. \$56.50; S & W Auto Parts Company \$482.07; Share Corporation \$337.94; Solid Waste Equipment Co., Inc \$786.00; Stamford Service LLC \$278.00; The Maschhoffs LLC \$400.00; Wages \$16,713.99; Total \$161,943.65.

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

**Trustee Absences:** Minarik moved to approve the trustee absences of Chad Cunningham for the November 18, 2019 meeting, seconded by Hamilton. Roll call. Voting in favor: Hamilton, Minarik and McInturf. Abstained: Cunningham.

Norman's request to use Ball Field for 7/3/2020: Hamilton made a motion to approve Ali Norman's request of the use of the ball field on 7/3/2019 for a wedding ceremony, with the stipulation of a \$150.00 refundable deposit if the ball field is returned to the same condition as when they used (all trash, liter, etc. picked up), seconded by Minarik.

## **RESOLUTION FOR "PARTICIPATING MEMBERS" OF LARM TO RATIFY THE ELECTIONS OF MEMBERS OF THE LARM BOARD OF DIRECTORS**

WHEREAS, Village of Oxford is a "participating member" of the League Association of Risk Management ("LARM"); and

WHEREAS, the Interlocal Agreement that formed and continues to govern LARM provides in 8.1.4.2. that "Each participating member may cast one vote for each of the open Board positions."; and

WHEREAS, the following 15 individuals were elected by LARM members at a Members Meeting on March 21, 2018, which terms commenced effective January 1, 2018:

<b>Name</b>	<b>Term</b>	<b>Member</b>
Mayor Doug Hanson	3	Hickman
James (Jim) Hawks	3	North Platte
Melissa Harrell	3	Wahoo
Jo Leyland	3	Imperial
Lanette Doane	3	Ansley
Nathan Johnson	2	Scottsbluff
Mayor Scott Getzschman	2	Fremont
Teresa Bartlett	2	Beaver City
Mayor Josh Moenning	2	Norfolk
LeAnn Brown	2	Oshkosh
Tom Ourada	1	Crete
Sandra Schendt	1	Nelson
Mayor Deb Van Matre	1	Gibbon
Douglas Schultz	1	Curtis
Pamela Buethe	1	Sarpy SID #29

WHEREAS, at a LARM Members Meeting on September 19, 2018, the five individuals listed above who were initially elected to one-year terms—Tom Ourada, Sandra Schendt, Mayor Deb Van Matre, Douglas Schultz, and Pamela Buethe—were re-elected to three-year terms commencing effective January 1, 2019.

WHEREAS, at a LARM Members Meeting on September 18, 2019, the five individuals listed above who were initially elected to two-year terms—Nathan Johnson, Mayor Scott Getzschman, Teresa Bartlett (now Teresa Youngquist), Mayor Josh Moenning, and LeAnn Brown—were re-elected to three-year terms commencing effective January 1, 2020.

WHEREAS, the remaining five individuals listed above who were initially elected to three-year terms—Mayor Doug Hanson, James (Jim) Hawks, Melissa Harrell, Jo Leyland, and Lanette Doane—continue to serve on the LARM Board of Directors, and their terms will expire on December 31, 2020, unless they are re-elected to a second term at a LARM Members Meeting to take place in 2020.

WHEREAS, in order to avoid any doubt as to its assent to the election and re-election of the members of the LARM Board of Directors as stated above, **Village of Oxford** wishes to ratify the election and re-election of the LARM Board of Directors.

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NOW, THEREFORE, BE IT RESOLVED that **Village of Oxford** hereby ratifies and confirms its assent to the election and re-election of the LARM Board of Directors as stated above.

Minarik made a motion to approve resolution 2019-12-9, seconded by Hamilton. Roll call. Voting in favor: Hamilton, Minarik, Cunningham and McInturf. Opposed: none. Motion carried.

**2020 Maintenance Agreement Renewal:** Minarik made a motion to approve the 2020 maintenance Agreement Renewal with NDOT, seconded by Hamilton. Roll call. Voting in favor: Minarik, Cunningham, Hamilton and McInturf.

**Certification of Compliance for Maintenance Agreement:** Minarik made a motion to approve the certification of compliance, seconded by Hamilton. Roll call. Voting in favor: Cunningham, Minarik, Hamilton and McInturf. Opposed: None. Motion carried.

**Service proposal form Pinpoint:** the village board reviewed the proposal from Pinpoint. Clerk will contact Gothenburg and see if they are using the new fiber optic line. Is it fiber to wireless or all fiber? Clerk will check to see if we can get the same rate, and only switch one service over for now and see how it goes.

**Section 4-1306 of the Employee Handbook:** the village board reviewed said section. Minarik made a motion to grant 4 hours of holiday pay on Christmas Eve in accordance to the Employee Handbook, seconded by Hamilton. Roll call: Voting in favor: Hamilton, Cunningham, Minarik and McInturf. Opposed: None. Motion carried.

**Release funds for Fire Department Grant:** Bill Grossnicklaus was able to obtain a grant in the amount of \$15,000.00 from Trans Canada Pipeline for the purchase of an Urban Flood Response/Command Trailer. Minarik made a motion to approve the expenditure of the amount of the grant, seconded by Cunningham. Roll call. Voting in favor: Minarik, Cunningham, Minarik and McInturf. Opposed: None. Motion carried.

**Clerk's report:** No clerk's report at this time.

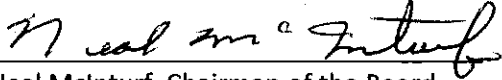
**Public Work's Director Report:** Duane Hoffman gave his report. A copy of the Report is on file at the Village Office. Hoffman will try to obtain another quote for the pool expenses.

There being no further business, the meeting adjourned by unanimous consent at 9:13 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 9, 2019 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

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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.

  
Neal McInturf, Chairman of the Board

  
Becky Calderone, Village Clerk/Treasurer