

A regular meeting of the Chairman and Board of Trustees of the Village of Oxford was held by teleconference on July 20, 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 7:02 P.M. and attendance was determined by Roll Call. Present were Mike Minarik, Clint McQuiston and Neal McInturf. Others present were Becky Calderone, Clerk/Treasurer; Duane Hoffman, Public Works Director; TJ Vacura, Gloria Kimball and Angie Mitchell. Scott Hamilton joined at 7:03PM. Absent: Chad Cunningham.

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 July 6, 2020 McQuiston made a motion to approve the minutes seconded by Hamilton. Roll call. Voting in favor, Hamilton, McQuiston and McInturf. Abstained: Minarik. Opposed: None. Motion carried.

Claims for the period July 7 thru July 20, 2020 as follows:

Village of Oxford: Chesterman Co. Bottling Co. \$140.00; Husker Hardware LLC \$707.28; Oxford Utilities \$5,303.18; CenturyLink \$3.15; Bankcard Processing Center \$2,491.85; AFLAC \$41.80; AWE Acquisition, Inc \$2,877.00; Ball Insurance Service \$1,510.32; Barco Municipal Products, Inc \$446.68; Bound Tree Medical, LLC \$217.37; CenturyLink \$83.98; Deterding's \$24.99; Eakes Office Solutions \$15.76; FYR-TEK, Inc. \$326.25; Grand Island Campus \$790.00; Matheson Tri-Gas, Inc. \$89.30; Philip A. McInturf \$140.00; Oxford Supermarket \$37.83; Oxford Vol. Fire & Rescue Dept \$105.68; Platte Valley Comm. of Kearney, Inc. \$471.70; Svoboda's Ace Hardware \$47.62; Trav's Treasures, Inc. \$60.00; Verizon Wireless \$23.21; Rex D. Weatherwax \$2,546.00; Wages \$5,240.35; Total \$23,741.30;

Village of Oxford –Utilities: Amanda Adams \$300.00; Oxford Utilities \$2,509.66; Federal Tax Deposit \$4,089.52; Nebraska Child Support Payment Center \$248.77; Principal Financial Group \$1,462.11; State and Local Sales & Use Tax \$6,997.81; Bankcard Processing Center \$476.19; AFLAC \$292.24; CenturyLink \$83.98; City of Holdrege \$2,817.56; Department of Energy \$5,340.09; General Glass of Holdrege, Inc. \$228.00; Heath Hammond \$922.36; Ideal Laundry and Cleaners, Inc. \$83.12; Mid-Nebraska Individual Services \$300.00; Municipal Supply Inc of Nebraska \$361.44; Olsson \$489.45; Oxford Supermarket \$134.96; Platte Valley Comm. of Kearney, Inc. \$198.26; Stamford Service LLC \$198.00; Titan Machinery – Holdrege \$91.80; Wages \$8,266.40; Total \$35,891.72.

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

Trustee Absences: Hamilton made a motion to approve the absences of Chad Cunningham and Mike Minarik from the July 6, 2020 meeting, seconded by McQuiston. Roll call. Voting in favor: Hamilton, McQuiston and McInturf. Abstained: Minarik. Opposed; none. Motion carried.

Dog waste station: Gloria Kimball asked the board about considering putting up a dog waste station to have dog waste bags available at the park. After some discussion, it was agreed to purchase two stations that would hold the dog waste bags, and that the waste would be put in the existing dumpsters at the park. One will be on the East side near the road east of the shelter house, and a second near the RV Park.

Oxford Block Party: TJ Vacura informed the board of the plans for the upcoming block party. He asked if the down town street in front of the businesses could be blocked off from approximately 3pm to 9pm. City will leave barricades out that they can use for this purpose. TJ will make sure the street is cleaned back up when they take the barricades down.

RESOLUTION 2020-7-20

WHEREAS, the Village of Oxford is in need of amending the personnel Policy Manual, Article 6-9: Cellular Phones to include SECTION 6-902;

SECTION 6-902: The Village of Oxford recognizes that certain designated employees may occasionally be required to make business telephone calls and send and receive business e-mail and text messages. Designated employees who are required to perform these functions as part of their job duties will receive reasonable reimbursement for the value of the use of their personal cell phones in direct consequence of the discharge of their job duties.

The Company will pay a flat amount of \$20.00 per month to reimburse employees who are regularly required to use their personal cell phones to perform their job duties, on the first payroll of every month.

DISCLOSURE: Giving an allowance to an employee without substantiating the business expenses would make the allowance taxable income. In simple terms, the employee must verify the date, time, and business purpose of expense. The employee must also provide receipts and, if the allowance was more than the actual costs, return any excess. Otherwise, the entire allowance is taxable and must be reported on the employee's W-2.

NOW THEREFORE, BE IT RESOLVED that SECTION 6-902 shall be included, effective this 20th day of July, 2020.

THIS RESOLUTION PASSED AND APPROVED THIS 20TH DAY OF JULY 2020.

Hamilton made a motion to approve Resolution 2020-7-20, seconded by McQuiston. Roll call. Voting in favor: McQuiston, Minarik, Hamilton and McInturf. Opposed: None. Motion carried.

**League Association of Risk Management
2020-21 Renewal Resolution**

RESOLUTION NO. 2020-7-20 (2)

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

WHEREAS, section 8.10 of the interlocal Agreement for the Establishment and Operation of the League Association of Risk Management provides that a member may voluntarily terminate its participation in

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LARM by written notice of termination given to LARM and the Nebraska Director of Insurance at least 90 days prior to the desired termination given to and that members may agree to extend the required termination notice beyond 90 days in order to realize reduced excess coverage costs, stability of contribution rates and efficiency in operation of LARM; and

WHEREAS, the Board of Directors of LARM has adopted a plan to provide contribution credits in consideration of certain agreements by members of LARM as provided in the attached letter.

BE IT RESOLVED that the governing body of The Village of Oxford, Nebraska, in consideration of the contribution credits provided under the LARM Board's plan, agrees to:

- Provide written notice of termination at least 180 days prior to the desired termination date, which date shall be no sooner than September 30, 2023. (**180 day and 3 year commitment; 5% discount**)
- Provide written notice of termination at least 180 days prior to the desired termination date, which date shall be no sooner than September 30, 2022. (**180 day and 2 year commitment; 4% discount**)
- Provide written notice of termination at least 180 days prior to the desired termination date, which date shall be no sooner than September 30, 2021. (**180 day notice only; 2% discount**)
- Provide written notice of termination at least 90 days prior to the desired termination date, which date shall be no sooner than September 30, 2023. (**90 day notice and 3 year commitment only; 2% discount**)
- Provide written notice of termination at least 90 days prior to the desired termination date, which date shall be no sooner than September 30, 2022. (**2 year commitment only; 1%**)
- Provide written notice of termination at least 90 days prior to the desired termination date, which date shall be no sooner than September 30, 2021. (**90 day Notice only**)

Adopted this 20th day of July, 2020.

McQuiston made a motion to approve resolution 2020-7-20 (2), seconded by Minarik. Roll call. Voting in favor: Hamilton, McQuiston, Minarik and McInturf. Opposed: none. Motion carried.

Oxford Swimming Pool: Managers Sabrina Nielsen and Melanie Grossnicklaus put in a request to have the upcoming manager(s) be a part of the assistant manager(s) and lifeguard hiring process. Main pool managers will be reviewed and hired first, and then the manager(s) will have opportunity to review applications for remainder of staff with the pool hiring committee.

Section 504: update: in the library, as the new shelving was installed, the aisles were made ADA compliance. As additional shelving is replaced, those aisles will be made ADA compliant as well.

Code Enforcement Committee: Kristy Quinn submitted an application to re-join the committee. McQuiston made a motion to approve said application, seconded by Minarik. Roll call. Voting in favor: McQuiston, Hamilton, Minarik and McInturf. Opposed: None. Motion carried.

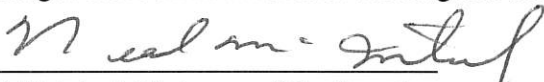
Clerks/Treasurer's Report Clerk informed that Mark's Pharmacy will be doing COVID testing July 30 and August 27 outside of the fire hall. More details will be posted. Anyone interested in being tested will first have to sign up on the Test Nebraska Website. The board reviewed the treasurer report with

the addition of next year's capital expenses. A few changes to the First Aid will be made regarding the purchase of the ambulance and the amount Rural Fire can contribute. A copy of the report is on file at the Village Office.

Public Work's Director Report: Duane gave his report, which a copy is on file at the Village Office.

There being no further business, the meeting adjourned by unanimous consent at 8:27 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 July 20, 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.



Neal McInturf, Chairman of the Board



Becky Calderone, Village Clerk/Treasurer