

June 1, 2020
Oxford, Nebraska

A regular meeting of the Chairman and Board of Trustees of the Village of Oxford was held by teleconference on June 1, 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 Chad Cunningham, Scott Hamilton, Mike Minarik, Clint McQuiston and Neal McInturf. Others present were Becky Calderone, Clerk/Treasurer; Duane Hoffman, Public Works Director; and Angie Mitchell, Sabrina Nielsen called in on the phone to provide information on the pool discussion and Mel Grossnicklaus. Absent: None.

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 May 18, 2020

Claims for the period May 19 thru June 1, 2020 as follows:

Village of Oxford Verizon Wireless \$22.65; Bankcard Processing Center \$1,808.24; CenturyLink \$83.98; Black Hills Energy \$246.03; AFLAC \$41.80; Stephanie Branham \$84.42; Gary Dawson \$125.00; Eakes Office Solutions \$401.72; Furnas County Treasurer \$3,750.00; Great White Shredding \$4.00; Harlan County Health System \$1,000.00; Leonard C. Hoelting \$290.00; Hometown Leasing \$282.83; NE State Fire Marshal/Boiler Div \$75.00; Old Dominion Brush Company, Inc \$381.44; Pinpoint Communications, Inc. \$107.10; Principal Life Insurance Company \$129.87; Reliable Pest Control Services, Inc \$110.50; South Central State Bank \$578.97; Verizon Wireless \$7.02; Ward Laboratories, Inc. \$72.00; Wages \$3,714.31; Total \$13,316.88.

Village of Oxford – Utilities Federal Tax Deposit \$3,696.70; State Tax W/H \$1,085.03; Principal Financial Group \$1,623.07; Nebraska Child Support Payment Center \$248.77; Bankcard Processing Center \$337.93; Oxford Postmaster \$149.06; CenturyLink \$83.98; M.E.A.N. \$32,974.28; Kacee Perez \$200.00; Andrew Stevens \$200.00; Black Hills Energy \$220.26; AFLAC \$292.24; ATC Communications \$56.30; BOKF, NA \$3,503.75; Black Hills Energy \$39.09; Breinig Diesel LLC \$1,196.25; Core & Main LP \$1,825.42; Department of Energy \$3,596.19; ESRI, Inc. \$400.00; Kelsey Fincher \$400.00; Fox Insurance Services \$100.00; Great White Shredding \$16.00; Brent Keslar \$74.97; Karen Kramer \$300.00; Layne Christensen Company \$905.05; Municipal Supply Inc of Nebraska \$421.49; NDEQ - FISCAL SERVICES \$10,736.85; Nebraska Municipal Power Pool \$292.72; Nebraska Public Health Environmental Lab \$284.00; Olsson \$2,288.55; Pinpoint Communications, Inc. \$202.96; Principal Life Insurance Company \$1,033.95; Railroad Management Company III, LLC \$258.95; Reliable Pest Control Services, Inc. \$56.50; Share Corporation \$672.00; Joyce Smith \$400.00; Bucky Weaver \$400.00; Wages \$8,140.93; Total \$78,613.24.

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

Trustee Absences: None.

Participants Agreement: The League had put out documents to assist with sports and recreational activities. After review and discussion of the participant's agreement, Hamilton made a motion to approve and require the agreement to be used for the swimming pool, and in the event any organized softball or baseball were to form this summer, seconded by McQuiston. Roll call. Voting in favor: Cunningham, Hamilton, McQuiston, Minarik and McInturf. Opposed: none. Motion carried.

Oxford Swimming Pool: Sabrina Nielsen submitted a plan/schedule for the opening of the pool and to show how the DHM's would be followed. Clerk is to get the names and numbers of all pool employees to Mel Grossnicklaus. Clerk will also prepare the new hire packets and pool manuals for pool employees and deliver to Mel Grossnicklaus. They would purchase a thermometer to take temps of anyone coming into the pool. The pool opening date will be Thursday June 11 at 1pm. Pool staff will be available Wednesday to sell passes and collect waivers. Pool staff will be working on cleaning and getting the pool ready to open.

Employee Evaluations: Discussion was held on employee evaluations. All full time employees will fill out a self-evaluation form as well as an evaluation on their supervisor. Supervisors will fill out an employee evaluation and meet with the individual employee and two members of the board. This round of evaluations will be assisted by Neal McInturf and Clint McQuiston. Once all employee forms are turned in, schedules will be made on when to hold the employee evaluations with the two board members.

RESOLUTION 2020-6-1

BE IT RESOLVED by the Chairman and Board of Trustees of the Village of Oxford, Nebraska, a municipal corporation, that in order to defray costs of providing a quality community cemetery, a setting fee of \$25.00 for benches & other items such as a bench, plant hanger, bird feeder etc., with a maximum of 3 items per grave space. It must be a permanent structure cemented in a concrete base and installed as per existing cemetery guidelines at the head or foot of the grave at the Oxford Cemetery, and shall become effective the 1st day of June, 2020.

This Resolution is based on the recommendation presented to the Village Board of Trustees by the Village Cemetery Board.

DATED THIS 1ST DAY OF JUNE 2020.

Cunningham made a motion to approve the resolution as it was a part of the previous cemetery board minutes, seconded by Minarik. Roll call. Voting in favor: Minarik, McQuiston, Cunningham, Hamilton and McInturf. Opposed: None. Motion carried.

Trash Truck: In order to apply for the maximum grant amount, a change needed to be made to the loan terms being applied for. Minarik made a motion to approve moving forward on an 8 year term loan with USDA in the amount of \$84,000.00 for the financing of a new trash truck, and to open a savings account for reserve funds to be deposited into at the terms agreed upon with USDA for the duration of the loan, seconded by Cunningham. Roll call. Voting in favor: Hamilton, Cunningham, McQuiston, Minarik and McInturf. Opposed: none. Motion carried.

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Clerks/Treasurer's Report. Clerk Calderone informed the board of upcoming web classes offered from the League and would like to register for them.

Public Work's Director Report: Duane Hoffman gave his report. A copy of the Report is on file at the Village Office.

There being no further business, the meeting adjourned by unanimous consent at 8:29 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 June 1, 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