



# VILLAGE OF CARLETON

## MEETING MINUTES

**May 3, 2022**

**1. The Village of Carleton Regular Board (Hybrid) meeting was called to order at 7:00 p.m. by President Buckingham**

**2. Pledge of Allegiance**

**3. Roll Call –**

Members present: President Larry Buckingham, Councilmen Dennis McCormick, David Klavon, Joseph Dunne, James Donovan, Jonathan Jones, Lena Kaczmarek, Clerk Lenora Buckingham, Treasurer Cathy Coleman.

Members Absent None

Others present Chief Roy Johnson (Chief of Police), Jeff Osment (Village Attorney), James Hollandsworth (Hennessey Engineers) James Green (WWTP), Stewart Beach (WWTP), Daniel Cabage (F & V Engineering) and 4 citizens.

**4. Approval of minutes**

a. April 5, 2022 Meeting

Motion was made by Dunne to accept the minutes of the meetings dated April 5, 2022; Motion supported by Klavon – Voice Vote motion passed

**5. Approval of Agenda –**

Motion was made by McCormick to approve the agenda as presented; Motion supported by Jones – Voice Vote – motion passed.

**6. Bills – \$154,041.56**

Motion was made by McCormick to approve & pay the bills of \$154,041.56; Motion supported by Jones – Roll Call Vote

Dunne	Yes
Donovan	Yes
Kaczmarek	Yes
Jones	Yes
Klavon	Yes
McCormick	Yes

6 yes 0 no 0 absent, motion passed.



# VILLAGE OF CARLETON

## MEETING MINUTES

### 7. Correspondence

- a. None

### 8. Unfinished Business

- a. Gardens of Carleton – REU use – Bob Storen – Cancelled
- b. Sewer Plant Operation – James Green – No report given.
- c. Police stats for April – Chief Johnson – Chief Johnson gave the council the update for April.
- d. Blight Report – Metz – Tabled to next meeting
- e. Update on Sewer Project — Dan Cabage – Had a meeting this last Friday about paperwork, permitting and where we stand, it was pointed out to them that they were about two months behind on the bidding of the project. Hope that the bids go out in May. Looking for a June loan closing.
- f. Kent Street Storm Sewer update – Hollandsworth – Walkthrough needs to be scheduled.
- g. Street Markings – Buckingham – Hollandsworth – R/R crossings have been completed under the funds that we had allocated. We approved \$5000.00 and we got the job done for \$4200.00.
- h. ARPA funds – Buckingham – We did get everything submitted and are waiting to get estimates on what the cost will be.

### 9. New Business

- a. Proposal to Complete Re-Evaluation of Village Streets – Hennessey Engineering proposal for re-evaluation of Village streets for \$4,300.00 – Hollandsworth – Buckingham

Motion was made by McCormick to approve the Complete Re-Evaluation of Village Streets as presented by Hennessey Engineering; Motion supported by Klavon – Roll Call Vote

Dunne	Yes
Donovan	Yes
Kaczmarek	Yes
Jones	Yes
Klavon	Yes
McCormick	Yes

6 yes 0 no 0 absent, motion passed.

- b. Master Plan Expired in 2021 – Buckingham – need to update – Buckingham – Normally we go through Monroe County Planning Commission but the person who has done it in the past has retired (Bob Plevan). Need to go out and get someone to assist with the project. Would like to suggest John Enos – Discussion

Motion by Klavon to authorize Buckingham to check on someone to assist with



# VILLAGE OF CARLETON

## MEETING MINUTES

the Master Plan; supported by McCormick – Voice vote motion passed

### 10. Council Comments

1. McCormick – Garage on the South East former of Monroe and Beaver needs to be repaired or torn down.
2. McCormick – Work to be done on the ball field lights, some to be taken down.
3. McCormick – Parking lot in the park is going to be repaired.
4. McCormick – Upstairs windows look really good.
5. Buckingham – Finance officer will be retiring after the audit is completed this year, need a replacement asap.
6. Buckingham – Will be off for back surgery on May 12, have already talked to Joe Dunne that the village employees might be contacting him if they have any immediate needs. Buckingham will stay in phone contact with everyone.
7. Hollandsworth – Has talked to John Enos and he is interested in working with the Village. Hennessey has worked with him on projects in the past and have had a very good working relationship with him.
8. Dan Cabbage – John is a very good choice F & V has worked with him in the past, he is very knowledgeable.

### 11. Public Comments – Individuals are asked to identify themselves by name and if they are a Village resident, if they wish to decline to give the information please say pass as they will not be given the floor – Limit to 3 minutes

- a. None.

### 12. Adjournment

Motion was made by McCormick to adjourn the meeting, supported by Donovan – Voice Vote.

all in favor motion passed.

Meeting closed at 7:38 pm

---

Respectfully submitted,  
Lenora Buckingham  
Clerk  
Village of Carleton