



# VILLAGE OF CARLETON

## MEETING MINUTES

**October 5, 2021**

**1. The Village of Carleton Regular Board (Virtual) 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.

Members Absent Treasurer Cathy Coleman.

Others present Chief Roy Johnson (Chief of Police), James Hollandsworth (Village Engineer, Hennessey Engineering), Jeff Osment (Village Attorney), James Green WWTP, Daniel Cabage F & V Engineering, Mike Vander Ploeg F & V Engineering, and one citizen.

**4. Approval of minutes**

a. September 7, 2021 Meeting

Motion was made by McCormick to accept the minutes of the meetings dated September 7, 2021; Motion supported by Klavon – Roll Call Vote

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

6 yes 0 no 0 absent, motion passed.

**5. Approval of Agenda –**

Motion was made by Klavon to approve the agenda as presented; Motion supported by McCormick – Roll Call Vote

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



# VILLAGE OF CARLETON

## MEETING MINUTES

6 yes 0 no 0 absent, motion passed.

### 6. Bills – \$439,375.43

Motion was made by McCormick to approve & pay the bills of \$439,375.43; Motion supported by Donovan– Roll Call Vote

(Klavon technical difficulties, left the meeting)

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

5 yes 0 no 1 absent, motion passed.

### 7. Correspondence

- a. DTE Tree Trimming 2022 – No questions from council  
(Klavon rejoined the meeting)

### 8. Unfinished Business

- a. Allocate funds from sale of property – Buckingham – \$61,500.00
 

1. Remove Trees –	\$ 13,100.00
2. Replace Trees –	\$ 3,000.00
3. Windows –	\$ 16,900.00
4. Crack seal Carleton crossings	\$ 10,000.00
5. Ditch Cleaning Bucket –	\$ 2,730.00
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	\$ 45,730.00
	\$ 61,500.00
	\$ 45,730.00
	\$ 15,770.00 left

Motion was made by Klavon to approve the allocation of the funds from the sale of the Grafton Road property with the remainder set aside for future bills. Motion supported by Kaczmarek Roll Call Vote –

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



# VILLAGE OF CARLETON

## MEETING MINUTES

6 Yes 0 no 0 absent motion passed

- b. Sewer Plant Operation – James Green – James Green updated the council on the WWTP operation, moved the VFD from pump 1 to pump 2 pumps still overloaded. Discussion
- c. Police stats for September– Chief Johnson – Chief Johnson presented the stats for the month of September to Council
- d. Blight Report – Metz – Sent the stats for the month of September to Council
- e. Update on Sewer Project – Dan Cabage / Mike Vander Ploeg – Presented the council an update on the Sewer Project and updated on the pump problem with the lift station. They are working on the problem of the pumps loading up and the need of the bypass pump.
- f. Kent Street Storm Sewer update – Hollandsworth – Updated on the Storm drain problems restoration completed, paving and repairs within the next few weeks, pumps should be in by the end of the week and working with Edison on getting power to pump station. Question was raised if the ditch would overflow? They do not believe it will overflow.
- g. Carleton Collision update – Osment – Jones – When he complies he needs to go to the planning commission. Discussion – Osment will contact Mr. Janice
- h. Sesquicentennial – Buckingham – We should do something, need a committee to bring back recommendations.

Committee of Lena Kaczmarek Chairwomen, Dave Klavon, and Dennis McCormick

### 9. New Business

- a. Witch’s Night Oct 30 7:00 pm to 8:00 pm – Mike Wolf – Have dancers dressed as witch’s requesting that Monroe Street be shut down for about 1 hour on Oct. 30 From Mill Street to Mathews Street.

Motion was made by McCormick to approve Witch’s Night Oct 30 7:00 pm to 8:00 pm as presented by Mike Wolf. Motion supported by Donovan Roll Call Vote —

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

6 Yes 0 no 0 absent motion passed

- b. Ditch Cleaning Bucket – Buckingham -- \$2730.00

Motion was made by McCormick to approve the purchase of the Ditch Cleaning Bucket for the amount of \$2,730.00. Motion supported by Klavon Roll Call Vote —



# VILLAGE OF CARLETON

## MEETING MINUTES

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

6 Yes 0 no 0 absent motion passed

c. Homecoming Parade– Buckingham.

Motion was made by McCormick to approve the Homecoming Parade on October 8, 2021.

Motion supported by Jones — Roll Call Vote —

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

6 Yes 0 no 0 absent motion passed

d. Defined Benefit Agreement Addendum– Buckingham.

Motion was made by McCormick to approve the Defined Benefit Agreement Addendum. Motion

supported by Jones — Roll Call Vote —

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

6 Yes 0 no 0 absent motion passed

e. Kent St Payment Request #4 for \$82,479.03 – Buckingham – Hollandsworth –

Motion was made by Klavon to pay the Kent Street Payment Request #4 for \$82,479.03 as

recommended by Hennessey Engineering. Motion supported by McCormick. Roll Call Vote —



# VILLAGE OF CARLETON

## MEETING MINUTES

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

6 Yes 0 no 0 absent motion passed

- f. Manheim Detroit - Sewer Discharge Permit Re-evaluation– Buckingham – Hollandsworth – Cabage – Osment

Motion was made by Jones to approve the letter to Manheim as recommended by Hollandsworth and Cabage. Motion supported by Klavon. Roll Call Vote —

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

6 Yes 0 no 0 absent motion passed

- g. Recommendation to Award Monroe Street Joint & Crack Sealing Bid – Hollandsworth
  1. Hutch Paving \$4,144.46
  2. Scodeller Construction, Inc. \$11,314.58

Motion was made by McCormick to award the 2021 Joint and Crack Sealing Program to Hutch Paving for the amount of \$4,766.13 (15% contingency included) as recommended by Hennessey Engineers. Motion supported by Jones. Roll Call Vote —

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

6 Yes 0 no 0 absent motion passed

- h. Need Crack and Joint Seal Carleton Crossing – Buckingham – Village local streets, they are in fair shape right now, but need some preventative maintenance to maintain them.



# VILLAGE OF CARLETON

## MEETING MINUTES

Motion was made by McCormick to approve the Crack and Joint Seal in Carleton Crossing in the amount up to \$10,000.00 and the money to be taken out of property money. 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

- i. Carleton Christmas Parade – Carleton Rotary – Details to be worked out with Chief Johnson and President Buckingham

Motion was made by McCormick to approve the Carleton Christmas Parade. Motion supported by Donovan. Roll Call Vote —

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

6 yes 0 no 0 absent motion passed

- j. Authorization to hire another employee – Buckingham – Keith is going to retire December 2022, I would like to get someone onboard for training and not sure how long it will take to get a qualified person to take the job.

Motion was made by Klavon to approve the hiring of a new employee. Motion supported by McCormick. Roll Call Vote —

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



# VILLAGE OF CARLETON

## MEETING MINUTES

6 yes 0 no 0 absent motion passed

### 10. Council Comments

1. McCormick – Sidewalk repairs – Buckingham stated that still do not have a contractor to do the repairs. Klavon is working on the East end of Monroe St.

### 11. Public Comments – Limit to 3 minutes

1. Rebeca – Wanted to know how she could become more involved – Buckingham advised her to please contact him and he would be glad to discuss this with her.

### 12. Adjournment Roll call vote

Motion was made by McCormick to adjourn the meeting, supported by Klavon – Roll Call Vote.

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

6 Yes 0 no 0 absent motion passed

Meeting closed at 8:25 pm

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Respectfully submitted,  
Lenora Buckingham  
Clerk  
Village of Carleton