



VILLAGE OF CARLETON MEETING MINUTES

May 4, 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 Jeff Osment, Village Attorney, James Hollandsworth, Hennessey Engineering, James Green WWTP Operator, Daniel Cabage F & V Engineering, Mike Vander Ploeg F & V Engineering, Chief Roy Johnson Carleton P.D.

4. Approval of Minutes

a. April 6, 2021 Meeting

Motion was made by McCormick to accept the minutes of the public meetings dated April 6, 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 Jones to accept the minutes of the public meetings dated April 6, 2021; Motion supported by Dunne – Roll Call Vote

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



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6 yes 0 no 0 absent, motion passed.

6. Approval of Bills

Motion was made by McCormick to accept pay the bills of \$ 36,926.22; 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.

7. Correspondence

- a. Carleton VFW Post 4093 (item b. new business)
- b. Mary Putnam – Letter of Resignation (item c. new business)
- c. Expert Heating and Cooling – Service Contract WWTP (item d. new business)
- d. Request from CN Rail Road (item e. new business)

8. Unfinished Business

- a. Sewer Plant Operation – James Green – Updated the council on the operations of the WWTP, and the continuing problem with the pumps. Discussion
- b. Police Stats for April– Chief Johnson – Updated the council, and thanked Village Attorney Jeff Osment for his response on a couple of issues the department had. He was right on top of them.
- c. Blight Report – Jeff Metz – Council received a copy of the report. Discussion
- d. Kent Street Storm Drain Project Bid Acceptance – Hollandsworth – The Village received two bids for the project
RVP Construction – \$ 1,225,345.00
RJ & J Enterprise – \$ 939,890.00
Hollandsworth recommends the approval of RJ & J bid. – Discussion
Motion was made by Jones to approve the bid of \$ 989,890.00 by RJ & J Enterprise for the Kent Street Storm Sewer project, motion supported by Dunne – Roll Call Vote.

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

6 yes 0 no 0 absent, motion passed.

- e. Up-date from the Council & Committee's Compensation Board – Joe Dunne – Stated that the Committee feels they should not move forward at this time.
- f. Money from the Property sale on Grafton Rd. usage plan – Discussion – Committee of Kaczmarek, Dunne, and Donovan to discuss options on what projects need to be done and bring it back to council at the next meeting.
- g. Update on the Car Cruise and Fireworks – Lena Kaczmarek – The money raised will go to Airport School Food Program. Car Cruise and Fireworks are going well.
- h. Update on Garage Sale Days – Jon Jones – Going good signs have been put out and good to go.
- i. Engineer Payment Agreement – RD Loan – Dan Cabage F & V Engineering – Discussed the agreement – Buckingham was not pleased with the 7 % that they will charge if invoices are not paid within 30 days. Dan Cabage would like to set up a zoom meeting to discuss the payment plan. President Buckingham requested authorization from the council for authorization to negotiate with F & V on the agreement.
Motion by Jones to authorize President Buckingham to negotiate with F & V on the payment agreement; Motion Supported by McCormick – Roll Call Vote.

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

6 yes 0 no 0 absent, motion passed.

9. New Business



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- a. Resolution 2021 Millage Rate – Buckingham – Buckingham explained the resolution to the council.

Motion by Klavon to approve the Resolution on 2021 Millage Rate; Motion Supported by McCormick– Roll Call Vote.

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

6 yes 0 no 0 absent, motion passed.

- b. Carleton VFW Post 4093 – Memorial Day Parade – Buckingham – Request for permission to hold the Parade –

Motion by Klavon to approve the Memorial Day Parade; Motion Supported by McCormick – Roll Call Vote.

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

6 yes 0 no 0 absent, motion passed.

- c. Letter of Resignation from Mary Putnam – Buckingham – Ms. Putnam has resigned from the Zoning Board and he has accepted her resignation.

Motion by McCormick to accept the resignation of Mary Putnam; Motion Supported by Jones– Roll Call Vote.

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

6 yes 0 no 0 absent, motion passed.

- d.** Expert Heating and Cooling Maintenance Agreement – Buckingham – Agreement to maintain the Heating units at the WWTP 4 different units – Discussion

Motion by Klavon to approve the maintenance agreement with Expert Heating and Cooling; Motion Supported by Kaczmarek – Roll Call Vote.

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

6 yes 0 no 0 absent, motion passed.

- e.** Request from CN for a letter to the Surface Transportation Board – Buckingham Discussion

Motion by Klavon to approve the letter for CN to the Transportation Board; Motion Supported by McCormick – Roll Call Vote.

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

6 yes 0 no 0 absent, motion passed.



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- f.** Appoint Brad Vincent as Sergeant Carleton Police Department – President Buckingham

Motion by Jones to approve the appointment of Brad Vincent as Sergeant for the Carleton Police Department effective May 10, 2021; Motion supported by McCormick – Roll Call Vote.

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

6 yes 0 no 0 absent, motion passed.

- g.** Sidewalk Monroe Street East of Harris Street – McCormick – Sidewalk is heaving up from tree roots needs to be fixed – Buckingham to check it and have something for council by next meeting
- h.** Curb on Monroe Street west of Hand Street – McCormick – Curb is broken out needs to be fixed – McCormick suggest that Hollandsworth check into it.
- i.** Appoint Matt Pinter to the Ash Carleton Park Committee – Buckingham – Buckingham has appointed Matt Pinter to the Park Committee and is asking the Council to approve his appointment.

Motion by McCormick to approve the appointment of Matt Pinter to the Ash Carleton Park Committee; 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.



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10. Council Comments

- a. Buckingham – Need people to fill committee’s please contact me with any recommendations (I will be making appointments for all committees next month)
- b. McCormick – Yellow Jackets had a clean up the park project, it went very well
- c. McCormick – Had a very good turnout at the Farmers Market, went great.
- d. McCormick – Ash Carleton Park Committee wants to thank President Buckingham for all that he does and for his help for the Park.
- e. McCormick – Jack Barnhart is back working in the park.
- f. Hollandsworth – Thanked Buckingham for the support on Kent Street.

11. Public Comments – Limit to 3 Minutes

- a. Chief Johnson – Does the VFW want the police department for the Parade – Buckingham will have the commander call Chief Johnson

12. Adjournment

Motion to adjourn the meeting at 8:19 pm by Jones and supported by McCormick – Roll call vote

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

6 yes 0 no 0 absent, motion passed

Meeting adjourned at 8:19 pm

Respectfully submitted,
Lenora Buckingham
Clerk
Village of Carleton