



VILLAGE OF CARLETON MEETING MINUTES

July 6, 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, Jonathan Jones, Lena Kaczmarek, Clerk Lenora Buckingham.

Members Absent Councilmen James Donovan, Treasurer Cathy Coleman.

Others present 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. and three citizens.

4. Approval of Minutes

a. June 1, 2021 Meeting

Motion was made by McCormick to accept the minutes of the public meetings dated June 1, 2021; Motion supported by Klavon – Roll Call Vote

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

5 yes 0 no 1 absent, motion passed.

5. Approval of Agenda

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

McCormick	Yes
Dunne	Yes
Donovan	Abs
Kaczmarek	Yes
Jones	Yes



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Klavon Yes

5 yes 0 no 1 absent, motion passed.

6. Approval of Bills

Motion was made by McCormick to approve & pay the bills of \$ 76,150.25; Motion supported by Klavon – Roll Call Vote

Dunne Yes

Donovan Abs

Kaczmarek Yes

Jones Yes

Klavon Yes

McCormick Yes

5 yes 0 no 1 absent, motion passed.

7. Correspondence

- a. Rail safety week – CN RR item a. new business

8. Unfinished Business

- a. Sewer Plant Operation – James Green – Congratulations to Stewart Beach on his new Class B License. Updated the council on the operations of the WWTP, and the continuing problem with the pumps. Larry was at the pump station a lot and took care of the problems. Adjusted the drive limits and have had minimal problems since. No Discussion
- b. Police Stats for June – Chief Johnson – Updated the council
- c. Blight Report – Jeff Metz – Tabled to next meeting
- d. Kent Street Storm Drain Project Update – Hollandsworth – Updated the council on the progress of the repairs. President Buckingham brought up cleaning the ditch and repairing a drain that had been covered on Jones Road. Discussion – Dunne stated we should clean the ditch. Klavon asked if the DPW could clean the ditch? President Buckingham advised that we should have the contractor do the whole project and that the DPW was not equipped to do the job. R J & J to give an estimate on cleaning the ditch and repairing the drain.
- e. Tree cutting bids – Buckingham – 9 trees were marked for removal or trimming. Bids were received from three companies:
 - 1. All Year Tree Service – \$12,300.00
 - 2. American Made Tree Service – \$22,100.00



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3. Tom's Tree Service – \$11,400.00

Motion was made by McCormick to approve the bid by Tom's Tree Service for the removal of nine (9) trees including stump removal for the amount of \$11,400.00.

Motion supported by Klavon – Roll Call Vote

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

5 yes 0 no 1 absent, motion passed.

- f. Update on the Car Cruise and Fireworks – Lena Kaczmarek – Closing Monroe Street from Crane Street to Mill Street. Will have 23 Venders, Will start sitting up at 8:30 am, Fire Department will be at the park 1 hour before the fireworks.
- g. Update on WWTP Project – RD Loan – Dan Cabage F & V Engineering – Dan Cabage updated the Council on how the project was progressing – No questions or discussion
- h. Finance Committee – Buckingham – Buckingham stated that the Finance Committee was no longer needed, it was set up when a council member stated that the village was going bankrupt and the committee was formed to check on the finances. It was found the Village was in good financial shape (per auditors) and have not met in over three years. Buckingham suggested that the committee be dissolved. Appointments as presented by President Buckingham

Motion by McCormick to approve the appointments as presented by President Buckingham; Motion Supported by Klavon – Roll Call Vote.

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

5 yes 0 no 1 absent, motion passed.



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- i. Kent Street Payment \$140,355.00 to R J & J (first payment) per recommendation of Hennessey Engineers.

Motion by McCormick to approve the payment to R J & J per the payment recommendation of Hennessey Engineers for the amount of \$140,355.00 ; Motion Supported by Jones – Roll Call Vote.

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

5 yes 0 no 1 absent, motion passed.

- j. Spolarich property Crane Street Demolition bids –
1. Earth Works \$15,000.00
 2. R J & J \$14,300.00
 3. Lyle Demolition \$16,500.00

Motion by McCormick to approve the Demolition bid of \$15,00.00 by Earth Works; Motion Supported by _____. Motion died from lack of support.

Motion by Jones to approve the Demolition bid of \$14,300.00 by R J & J Construction; Motion Supported by Klavon. Roll Call Vote –

Dunne	Yes
Donovan	Abs
Kaczmarek	Yes
Jones	Yes
Klavon	Yes
McCormick	No

4 yes 1 no 1 absent, motion passed.

9. New Business

- a. Proclamation National Rail Safety Week – Buckingham – Read the proclamation to the council. Discussion



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Motion by McCormick to approve the proclamation for National Rail Safety Week.
Motion Supported by Klavon– Roll Call Vote.

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

5 yes 0 no 1 absent, motion passed.

- b.** Approve the Annual Financial Report February 28,2021 as prepared by Cooley, Hehl, Sabo, & Calkins –

Motion by Dunne to approve the Annual Financial Report February 28,2021. Motion Supported by McCormick – Roll Call Vote.

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

5 yes 0 no 1 absent, motion passed.

- c.** Commit the remaining 2020 – 2021 Fund Balance of \$11,948.73 for Ash Carleton Park – Buckingham Discussion

Motion by Jones to commit the remaining 2020 – 2021 Fund Balance of #11,948,73 to Ash Carleton Park. Motion Supported by McCormick – Roll Call Vote.

Klavon	Yes
McCormick	Yes
Dunne	Yes
Donovan	Abs
Kaczmarek	Yes



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Jones Yes

5 yes 0 no 1 absent, motion passed.

- d. Appointments – Buckingham – Appointed individuals to various committees (see appointment list)

Motion by McCormick to approve the appointments as presented by President Buckingham. Motion supported by Klavon – Roll Call Vote.

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

5 yes 0 no 1 absent, motion passed (appointment list)

- e. Storm sewer line replacement Ford and Jones and clean the ditches at the at the same intersection -- Buckingham. Discussion

Motion by Jones to approve the Storm sewer line replacement Ford and Jones and clean the ditches at the at the same intersection. Motion supported by McCormick – Roll Call Vote.

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

5 yes 0 no 1 absent, motion passed

- f. Sidewalk repairs Monroe Street – Buckingham – Have been unable to get any bids on the project. Discussion – Buckingham will keep contacting people for the project.
- g. Verizon Tower Pine Street – Buckingham – Discussion – Contract runs for a couple more years.

10. Council Comments

- a. Buckingham – Offices are back open to regular hours.



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- b. Buckingham – Carleton Auto – Hollandsworth stated he had a call from them. Discussion (possible sold)
- c. Buckingham – Closing Jones & Mill Streets at the RR tracks, would like the council to think about it, will have the street committee check on it.
- d. McCormick – Mill Street There is a big culvert sitting there – Buckingham advised that is a county ditch and the owner of the property wanted to put a driveway in.
- e. Klavon – Wanted to know if there was an update on the Senior Housing on Matthews Street – Buckingham advised that it looks like it will not happen.
- f. Hollandsworth – Will look into the RR street closing.

11. Public Comments – Limit to 3 Minutes

- a. Chief Johnson – Mill Street is the worst crossing and should have priority for closing
- b. Tim Duffy – Thanked the Council for allocating the funds back to the Ash Carleton Park
- c. Stewart Beach – Thanked everyone for support at the WWTP
- d. Kay Klavon – Wanted to know about a key for the police department so they could get electricity for the vendors at the car show. She was advised that there was an outside plug on the side of the building that could be used.

12. Adjournment

Motion to adjourn the meeting at 8:10 pm by McCormick and supported by Klavon – Roll call vote

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

5 yes 0 no 1 absent, motion passed

Meeting adjourned at 8:10 pm

Respectfully submitted,
Lenora Buckingham
Clerk
Village of Carleton