



VILLAGE OF CARLETON MEETING MINUTES

September 7, 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 James Hollandsworth (Village Engineer, Hennessey Engineering), Jeff Osment (Village Attorney), James Green WWTP, Stewart Beach WWTP, Daniel Cabage F & V Engineering, Mike Vander Ploeg F & V Engineering, and two citizens.

4. Approval of minutes

a. August 3, 2021 Meeting

Motion was made by Dunne to accept the minutes of the public meetings dated August 3, 2021;
Motion 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.

b. August 25, 2021

Motion was made by Klavon to accept the minutes of the public meetings dated August 25, 2021;
Motion supported by McCormick – Roll Call Vote

Klavon	Yes
McCormick	Yes
Dunne	Yes



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Donovan	Yes
Kaczmarek	Yes
Jones	Yes

6 yes 0 no 0 absent, motion passed.

5. Approval of Agenda –

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

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

6 yes 0 no 0 absent, motion passed.

6. Bills – \$78,881.20

Motion was made by Klavon to approve & pay the bills of \$78,881.20; 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.

7. Correspondence

- a. Email from: Scott Cabauatan

Honorable Members of Carleton Village Council,



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Tonight, you will have an opportunity to open and review bids for refuse collection service. From a service provider standpoint, this is a bid that can be complex and precise to compile. These bids typically take time to review and properly complete.

The bids that you will receive today have been developed under extremely short timelines taking into consideration the short notice from the Village and the fact that many families are wrapping up the summer going into a holiday.

Republic is requesting that the Village does not open the bids tonight and returns those bids to any applicant. Republic is offering a short-term extension to allow the Village to properly allow for prospective service providers to compile our appropriate pricing and return bids that appropriately reflect pricing for the services requested.

We appreciate your consideration on this very important service for the Village of Carleton.

Thank you,
Scott Cabauatan
Municipal Services Manager
Republic Services

8. Unfinished Business

- a. Window Replacement Village Hall – Klavon – Roll Call Vote
 - 1. Weather Shield \$21,718.00
 - 2. Midwest Door \$18,048.00
 - 3. Majic \$16,900.00
 - 4. Wallside \$ 9,880.00

Motion was made by Klavon to approve the bid by Majic for windows replacement for the amount of \$16,900.00. Motion supported by Jones Roll Call Vote —

Kaczmarek	Yes
Jones	Yes
Klavon	Yes
McCormick	No
Dunne	Yes



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Donovan Yes

5 Yes 1 no 0 absent motion passed

- b. Sewer Plant Operation – James Green – James Green updated the council on the WWTP operation
- c. Police stats for August– Sgt. Vincent – Sgt. Vincent sent the stats for the month of August to Council
- d. Blight Report – Metz – Sent the stats for the month of August 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.
- g. Tree cutting 1733 Monroe Street \$800.00– Buckingham – Roll Call Vote

Motion was made by McCormick to approve the bid by Tom’s Tree Service for the removal of the tree including stump removal for the amount of \$ 800.00. Motion supported by Klavon – Roll Call Vote —

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

6 Yes 0 no 0 absent motion passed

- h. Trimming 1461 Monroe Street \$600.00 – Buckingham – Roll Call Vote

Motion was made by McCormick to approve the bid by Tom’s Tree Service for the trimming of the tree for \$ 600.00. Motion supported by Klavon – Roll Call Vote —

Jones Yes
Klavon Yes
McCormick Yes
Dunne Yes
Donovan Yes



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Kaczmarek Yes

6 Yes 0 no 0 absent motion passed

Motion was made by Jones to approve waiting till next budget on the tree on Kent and using the amount of \$1600.00 for the additional tree trimming/removal. Motion 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

i. Carleton Auto – McCormick – Discussion

Motion was made by Jones to give Carleton Auto 30 days to bring his lot into compliance then the plans for the used car lot can be approved. Motion supported by Dunn – Roll Call Vote —

Klavon Yes

McCormick Yes

Dunne Yes

Donovan Yes

Kaczmarek Yes

Jones Yes

6 Yes 0 no 0 absent motion passed

9. New Business

- a. Bids on Garbage and Yard Waste – Buckingham
 - 1. Stevens bid submitted
 - 2. Republic – no bid submitted (see email above)



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Motion was made by McCormick to approve the bid by Stevens Disposal for the Garbage and Yard Waste for the Bid amount. 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

b. Appointment Carlos George to the ZBA – Buckingham

Motion was made by McCormick to approve the appointment of Carlos George to the ZBA. 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

c. Sewer Tap Grafton Road (Township) – Buckingham –
Village approval for Ash Township to allow the resident to tie into the Village Sewer System parcel #5801 009 005 23

This would be a new construction home on Grafton Rd just south of Newberg. They would be tying into the Ash Twp main that would run into the Village sewer plant.

Motion was made by McCormick to approve the sewer tap. Motion supported by Donovan – Roll Call Vote —

Donovan	Yes
Kaczmarek	Yes
Jones	Yes



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Klavon Yes
McCormick Yes
Dunne Yes

6 Yes 0 no 0 absent motion passed

Village approval for Ash Township to allow the resident to tie into the Village Sewer System 11692 Grafton Rd.

This would be an older home on Grafton Rd just north of Fesner Rd. They would be tying into the Ash Twp main that would run into the Village sewer plant.

Motion was made by McCormick to approve the sewer tap at 11692 Grafton Rd. Motion supported by Donovan – Roll Call Vote —

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

6 Yes 0 no 0 absent motion passed

- d. Insurance Policy Change – Buckingham – Brought up the change to the insurance policy (Communicable Disease Exclusion Endorsement)
- e. Set Trick or Treat date and time – Buckingham – Halloween October 31, 2021 6:00 pm to 8:00pm – Roll Call Vote

Motion was made by Jones to set Trick or Treat October 31, 2021 6:00pm to 8:00pm. Motion supported by Klavon – Roll Call Vote —

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

6 Yes 0 no 0 absent motion passed



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- f. Purchase Glo Neckless for Halloween – Buckingham – Price would be approximately \$158.00 – Roll Call Vote

Motion was made by McCormick to purchase Glo Neckless for Halloween for \$158.00 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. Request to change the village ordinance to allow chickens in the Village, Ashley Andrews 12600 Porter Street refer it to the planning commission for their recommendation or keep the ordinance the same.

Motion was made by Klavon to keep the ordinance the same. Motion supported by Kaczmarek – Roll Call Vote —

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

5 Yes 1 no 0 absent motion passed

- h. Need council person to volunteer for the sidewalks and inspect and mark locations of needed repairs. Dave Klavon volunteered to check the sidewalks.

10.Council Comments

1. Kaczmarek – Corner of Monroe and Hand a hole in the road. Buckingham will check



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2. McCormick – 150 Year Bi-Centennial for the Village of Carleton next year, thinks the Village should do something.
3. Klavon – After September 11 take down the Flags, and we need to purchase new ones for next year.

11. Public Comments – Limit to 3 minutes

1. Dan Cabage
2. Mike Vander Ploeg
3. Stewart Beach – Very happy with how things are going at the WWTP
4. Darlene Fante – Talked about Carleton Collision. Owner wants to put in stone instead of blacktop. He wants the town to look better.

12. Adjournment Roll call vote

Motion was made by McCormick to adjourn the meeting, 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

Meeting closed at 8:51 pm

Respectfully submitted,
Lenora Buckingham
Clerk
Village of Carleton