

**CALUMET VILLAGE COUNCIL MEETING MINUTES
CALUMET VILLAGE TOWN HALL
340 SIXTH STREET
CALUMET, MICHIGAN 49913
TUESDAY, SEPTEMBER 20, 2022 AT 6:30PM**

Present: President Robert P. Tarvis, Jr; Trustees: Kenneth D. Olkkonen, Pamela M. Que, Andrew Ranville; Trustee Timothy L. Bies

Absent: Treasurer Debbie Aubin; Clerk Patricia Pressel

Vacancies: Two Council Seats

Also Present from Village: Manager Amber Goodman

Public: Four members of the public

I. Call to Order/Roll Call

President Tarvis called the meeting to order at 6:30pm.

II. Pledge of Allegiance

All in attendance stood and recited the pledge of allegiance.

III. Acceptance of Agenda

Motion by Trustee Que, and seconded by Trustee Bies to accept the agenda as presented.

Motion Passed-5/0

IV. Petitions from the Public

None

V. Reports

a. DDA

- Minutes from the Meeting of Tuesday, Sept 13, 2022
- DDA Bills

b. HDC

- Minutes from the Meeting of Wednesday, August 17, 2022

c. Planning Commission

- Minutes from the Regular Meeting of September 7, 2022

d. Committee(s) / Work Session

- Minutes of the September Work Session to be approved in October

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VI. Consent Agenda

All matters listed under Item VII, Consent Agenda, are considered routine by the council and will be enacted by one motion. There will be no separate discussion of these items. If discussion of an item is required, it will be removed from the consent agenda and considered separately.

1. Minutes of the Village Council Regular Meeting of August 16, 2022
2. Minutes of the Village Council Special Meeting of August 22, 2022
3. Reports provided in V.
4. Previously Paid Bills in the amount of \$107,143.51
5. New Bills in the amount of \$ 20,682.57
6. Total Amount of Bills in the amount of \$ 127,826.08

Motion by Trustee Que, and seconded by Trustee Olkkonen to accept the consent agenda as presented.

Roll Call Vote:

Yeas: Trustee Que, Trustee Bies, Trustee Ranville, Trustee Olkkonen, and President Travis

Nays: none

Absent: none

Motion Passed – 5/0

VII. Managers' Report

Manager Goodman reported on the change to the National Park Advisory Grant to be applied towards the Agassiz Park doors instead of the Village Hall Floor due to the cost.

Discussion on office hours during the transition of managers. The hours may be 10am to 3pm Monday to Thursday, depending on the Administrative Assistants schedule.

Budget tracking sheet was included in the packet.

Beckett and Raeder have offered to provide services to review the site plans and support the Village in the Administrative needs usually done by the Zoning Administrator. It will be \$90.00 per hour, and will be only used as needed.

Motion by Trustee Que, and seconded by Trustee Ranville to use Beckett and Raeder to assist with mailers, site plans and any information according to protocol for Zoning.

Discussion on site plans and the procedures, and \$90.00 per hour fee.

Roll Call Vote:

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Yeas: Trustee Que, Trustee Bies, Trustee Ranville, Trustee Olkkonen, and President Travis

Nays: none

Absent: none

Motion Passed – 5/0

VIII. Manager Resignation/ Village Manager Position

Manager Goodman shared her resignation as of October 3, 2022 with the offer to complete hours after this date on the weekends and some evenings at an hourly rate during the transition.

Motion by Trustee Ranville, and seconded by Trustee Que to accept the Managers Resignation from Amber Goodman.

Motion Passed – 5/0

Motion by Trustee Que, and seconded by Trustee Olkkonen to ratify the position posting for the Village Manager, as soon as we did due to the urgency of the replacement and to contract with Stang Decision Systems.

Roll Call Vote:

Yeas: Trustee Que, Trustee Bies, Trustee Ranville, Trustee Olkkonen, and President Travis

Nays: none

Absent: none

Motion Passed – 5/0

Motion by Trustee Que, and seconded by Trustee Bies to pay the Village Manager Goodman after her resignation at the cost of 1.5 of her hourly rate, as needed/as available basis, and to mentor the new Village Manager.

Roll Call Vote:

Yeas: Trustee Que, Trustee Bies, Trustee Ranville, Trustee Olkkonen, and President Travis

Nays: none

Absent: none

Motion Passed – 5/0

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IX. Account Specialist Position Update/Scheduling Interviews

Council discussed the candidates for the Account Specialist Position. Council selected candidates: Pam – A, B, C; Tim – A, B, C; Ken – A, B, C; Andrew A, C, H; Rob – A, B, C

Manager Goodman will reach out to the candidates to schedule the interviews for a special meeting on Monday, September 26, 2022 at 5pm.

Motion by Trustee Olkkonen, and seconded by Trustee Que to approve scheduling interviews for the administrative assistant candidates for Monday, September 26, 2022 at 5pm.

Motion Passed – 5/0

X. Street Closure – Main Street Calumet

Motion by Trustee Olkkonen, and seconded by Trustee Que to approve the Street Closure for Main Street for the Trick or Treat event.

Motion Passed – 5/0

XI. Public Gathering Spaces Grant –

- Certified Grant Administrator

Motion by Trustee Que, and seconded by Trustee Bies to approve to sign the agreement from KEDA for the Certified Grant Administrator, Jeff Ratcliffe, for \$12,243.00.

Roll Call Vote:

Yeas: Trustee Que, Trustee Bies, Trustee Ranville, Trustee Olkkonen, and President Travis

Nays: none

Absent: none

Motion Passed – 5/0

- Engineer

Motion by Trustee Que, and seconded by Trustee Olkkonen to approve to sign the agreement from UPEA, for the Engineer, for \$57,500.

Roll Call Vote:

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Yeas: Trustee Que, Trustee Bies, Trustee Ranville, Trustee Olkkonen, and President Travis

Nays: none

Absent: none

Motion Passed – 5/0

- Environmental Consultants/SHPO

Discussion on the Environmental Consultants/SHPO services.

Motion By Trustee Ranville to table at this time.

XII. Resolutions for the CDBG Grants

A. Elm Street

Motion by Trustee Olkkonen, and seconded by Trustee Ranville to adopt the Elm Street resolution.

Roll Call Vote:

Yeas: Trustee Que, Trustee Bies, Trustee Ranville, Trustee Olkkonen, and President Travis

Nays: none

Absent: none

Motion Passed – 5/0

B. Façade

Motion by Trustee Que, and seconded by Trustee Olkkonen adopt the Façade resolution.

Roll Call Vote:

Yeas: Trustee Que, Trustee Bies, Trustee Ranville, Trustee Olkkonen, and President Travis

Nays: none

Absent: none

Motion Passed – 5/0

C. Possible Public Gathering Spaces Grant

Motion by Trustee Que, and seconded by Trustee Bies to adopt the Public Gathering Space Grant resolution.

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Yeas: Trustee Que, Trustee Bies, Trustee Ranville, Trustee Olkkonen, and President Travis
Nays: none
Absent: none
Motion Passed – 5/0

XIII. Demo Request for Houghton County Land Bank

Motion by Trustee Que, and seconded by Trustee Ranville to support the request of Demolition for the Houghton County Land Bank for buildings that were specific to the Village.

Motion Passed – 5/0

XIV. Audit and Corrective Action Plan

Motion by Trustee Que, and seconded by Trustee Bies to accept the audit report, and the corrective action plan.

Motion Passed – 5/0

XV. DDA TIF Report FY22

Motion by Trustee Olkkonen, and seconded by Trustee Que to accept the DDA TIF Report as presented.

Motion Passed – 5/0

XVI. Act51 Report and Resolution for Non-Motorized Expenditures Compliance

Discussion on the 6th Street Project, plan for gaining compliance for non-motorized expenditures within three years.

Motion by Trustee Que, and seconded by Trustee Ranville to adopt resolution for non-motorized expenditures, and enact this plan within three years.

Roll Call Vote:

Yeas: Trustee Que, Trustee Bies, Trustee Ranville, Trustee Olkkonen, and President Travis
Nays: none
Absent: none
Motion Passed – 5/0

Motion by Trustee Que, and seconded by Trustee Olkkonen to accept the Act 51 report as presented.

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Motion Passed – 5/0

XVII. Housing Commission Board Appointment

Motion by Trustee Bies, and seconded by Trustee Que to appoint Thomas Primeau to the Calumet Housing Commission Board.

Motion Passed - 5/0

Appointment of Thomas Primeau to the Calumet Housing Commission Board

XVIII. Houghton County Rec Authority Appointment of Representee

President Tarvis nominated Trustee Ranville as the Village of Calumet Houghton County Recreation Authority Appointment.

Nomination Vote:

Yeas: Trustee Que, Trustee Bies, Trustee Olkkonen, and President Travis

Nays: none

Abstained: Trustee Ranville

Absent: none

Nomination passed - 4/0

Nomination of Trustee Ranville to the Village of Calumet Houghton County Recreation Authority

XIX. Update to Chapter 7 Land Use

Discussion on the change requested by the Planning Commission for the legend on Map 2A, due to cost of modification of this map, the update to chapter 7 master plan will proceed without additional modifications to the map 2A.

Motion by Trustee Ranville, and seconded by Trustee Que to adopt the resolution to Update Chapter 7 Land Use of the Master Plan.

Roll Call Vote:

Yeas: Trustee Que, Trustee Bies, Trustee Ranville, Trustee Olkkonen, and President Travis

Nays: none

Absent: none

Motion Passed – 5/0

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XX. Uniform Chart of Accounts/ Account Code Update

Update to the chart of accounts to uniform guidance by the auditor for \$1,000.

Motion by Trustee Que, and seconded by Trustee Olkkonen to update the chart of accounts to uniform guidance for \$1,000.

Roll Call Vote:

Yeas: Trustee Que, Trustee Bies, Trustee Ranville, Trustee Olkkonen, and President Travis

Nays: none

Absent: none

Motion Passed – 5/0

XXI. Water Line Proposal Discussion – Tabled at this time.

XXII. Michigan Technology University GIS System/HDC – Grant of Extension

Motion by Trustee Olkkonen, and seconded by Trustee Que to grant a one-year extension of the contract, to expire 12/30/2023.

Motion Passed – 5/0

XXIII. Snow removal Village Hall and Theatre Ground Floor Entrances

Motion by Trustee Que, and seconded by Trustee Ranville to hire Allen A. for snow removal at the ground entrance, at \$10.00 per hour at a max of 15 hours per week.

Roll Call Vote:

Yeas: Trustee Que, Trustee Bies, Trustee Ranville, Trustee Olkkonen, and President Travis

Nays: none

Absent: none

Motion Passed – 5/0

XXIV. Fire Truck Repairs and Future Quotes

Discussion on the Fire Truck Repairs and future quotes that will be needed as a result of the DOT Inspection and Pump Inspection repair (quote provided on the packet).

Motion by Trustee Olkkonen, and seconded by Trustee Que to proceed with the pump repairs \$3763.06 and payment bills for the inspection of \$414.00.

Roll Call Vote:

Yeas: Trustee Que, Trustee Bies, Trustee Ranville, Trustee Olkkonen, and President Travis

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Nays: none

Absent: none

Motion Passed – 5/0

XXV. Adjourn

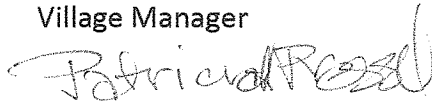
Motion from Trustee Que, and seconded by Trustee Ranville to adjourn the meeting at 7:34pm.

Motion Passed 5/0

Respectfully Submitted,



Amber Goodman
Village Manager



Patricia Pressel
Clerk