

CALUMET VILLAGE COUNCIL WORK SESSION MEETING MINUTES
TUESDAY, OCTOBER 8, 2024 – 6:00 PM
CALUMET VILLAGE TOWNHALL, 340 SIXTH STREET
Public viewing available via ZOOM.com
Meeting ID: 814 0711 2048 Passcode: 699798 <https://us02web.zoom.us/j/81497112048>

Present: President Rob Tarvis; Trustees Virginia Dwyer, Peggy Germain, Pamela Que, Andrew Ranville, Kelly Ryan (via Zoom); Clerk Lori Weir

Absent: Bernice Smith

Also Present from the Village: Manager Megan Haselden

Present from the Public: Matthew Eliason

I. Call to Order / Roll Call / Pledge of Allegiance

Tarvis called the meeting to order at 6:00pm with roll call and led the Pledge of Allegiance.

II. Petitions from the Public (*members of the public have 5 minutes to speak*)

None

III. Approval of Agenda

Que moved; seconded by Ranville to approve the agenda as presented.

Motion Carried 5/0

IV. Reports

1. Manager – Haselden provided the Manager’s report which included the following:

- Updates to the council on water line testing, financial audit, Theatre boiler room, DPW equipment.
- She answered questions on the EV Charging Stations.
- She provided a blight update upon request of Trustee Germain.

2. DDA

- Haselden and Ranville answered questions about the minutes.

3. Planning Commission

- No meeting/No minutes to review
- Discussion on the draft Marihuana Ordinance and Zoning Update in particular to law enforcement language within the ordinance.

4. HDC

- Discussion on Certificate of Appropriateness tracking and lessons learned from issues that were encountered throughout this busy year.

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V. Unfinished / Revolving Business

1. Snow Removal policy

Discussion to finalize Snow Removal Policy. Discussion about how often snow should be hauled from Downtown District and plowing to the curb versus the center of the road during lighter snowfalls (under 6 inches). Discussion on staff coming in during off times and if it should be based on Manager Authorization as it had been in the past. Discussion on sidewalk snow removal contracts and in which zones they will be offered moving forward. Discussion on how these contracts will be administered and payment requirements.

2. Financial Audit/Audit Extension

Financial audit has not yet been completed and the extension date has passed. It will be submitted as soon as it is complete.

VI. New Business

1. Manager Performance Review Summary

Clerk Weir reviewed the results of the evaluations received noting the manager scored Excellent and Above Average in all categories. The Manager Contract will be up for renewal in December.

2. Master Plan Update

Reviewed quote from Beckett & Raeder to update the Master Plan. Ranville asked if this included reformatting it. Haselden will check on this before the October Regular Meeting.

3. 2024-2025 Fee Schedule

Reviewed fee schedule. Discussion of sidewalk snow removal fee increase, parking lot snow plowing fee increase, and adjustments to the fees for hauling roof snow.

4. Main Street Calumet Street Closure Request (October 26, 2024)

Reviewed the request to close 5th street for “Trunk or Treat”. This will be on the Regular Meeting agenda.

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5. Fall Clean-up

Discussion and determination of date for Fall Clean-up. DPW will pick up leaves/branches on Monday, November 4 and Monday, November 11.

VII. Announcements – None

VIII. Comments from the Public (*members of the public have 5 minutes to speak*)

None

IX. Adjourn

Que moved, seconded by Ranville to adjourn the meeting at 7:53pm.

Motion Carried 5/0

Respectfully submitted,

Lori Weir, Clerk