

**CALUMET VILLAGE COUNCIL WORK SESSION MEETING MINUTES**  
**TUESDAY, SEPTEMBER 10, 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>

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**Present:** President Rob Tarvis; Trustees Virginia Dwyer, Peggy Germain, Pamela Que, Andrew Ranville, Kelly Ryan, Bernice Smith; Clerk Lori Weir

**Absent:** None

**Also Present from the Village:** Manager Megan Haselden

**Present from the Public:** Ben Schultz, Blight Enforcement Officer

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*)

Ben Schultz, the Village's new Blight Enforcement Officer introduced himself and answered questions from the council.

III. Approval of Agenda

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

**Motion Carried 7/0**

IV. Reports

1. Manager – Haselden provided updates on the following:

- Gave an update on the various grant work that is going on in the Village
- Provided a follow-up to the Luigi's Street Closure and past due taxes
- Meet with attorney, the Dharmavarams and their attorney via zoom continuing to discuss snow removal

2. DDA

- Review of July meeting minutes
- Discussion of MainStreet Calumet grant to assist with watering the community gardens

3. Planning Commission

- Review of July meeting minutes
- Brief discussion of Marijuana ordinance, will be covered later in the meeting as it is an agenda item
- Discussion of the make-up of the Planning Commission per state law
- Property variance discussion

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4. HDC

- Property variance discussion
- Discussion of zoning, enforcement, and fines for not following the zoning ordinance

V. Unfinished / Revolving Business

1. Job Posting Updates

- (i) Office Secretary – The position will not be vacated until after the winter and the plan is to post to fill in starting in January or February.

VI. New Business

1. Audit/Audit Extension

- Haselden updated on the financial audit. Audit extension was granted and will be due by September 30. The council was asked to send any questions they have for the Auditor to Megan as soon as possible and she will get them answered.
- Discussion of internal controls and the roles of Clerk and Treasurer.

2. Draft Marihuana Ordinance and Zoning Update

- Review and discussion of draft ordinance, including the role of law enforcement.
- Discussion of public hearing and process to approve the Ordinance and zoning update.

3. CEDAM Fellowship Opportunity

- The Village has been selected for this and Haselden is looking for funding to cover the \$10,000 match required of the Village.

4. Snow Removal Policy – Public Engagement

- Working on drafting this and it will be ready for review and input at the October work session. Discussion on the benefits of a public engagement/education session.

5. Manager Performance Review Information

- Annual review. Council should complete and submit to the Clerk, and she will compile results (similar to the 180-day Manager review)

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- The review will be on the October work session and the Manager has the opportunity to request it be done in closed session.
- Clerk Weir requested completed reviews be submitted by September 30, so she has time to compile the results prior to the work session

VII. Announcements – None

VIII. Comments from the Public (*members of the public have 5 minutes to speak*)  
None

IX. Adjourn  
Ryan moved, seconded by Que to adjourn the meeting at 7:33pm.

**Motion Carried 7/0**

Respectfully submitted,

Lori Weir, Clerk