

**Village of Dansville
Downtown Development Authority
Meeting Minutes
December 5, 2024**

I. Call to Order

The meeting was called to order at 7:00 PM on December 5, 2024, at Dansville High School, 1264 Adams Street, Dansville, MI 48819, by President Warvel.

II. Roll Call

- **Present:** Parsons, Ashton, Eifert, Stolz, Hershiser, Halsted, P. Rutan, Kuch, C. Rutan, Hallock, Warvel
- **Absent:** Elliott, Hart
- **Guests:** None

III. Approval of Agenda

Motion to approve the agenda was made by Halsted and seconded by Stolz. The motion was carried unanimously.

IV. Approval of November Minutes

Motion to approve the minutes from the November meeting was made by Stolz and seconded by P. Rutan. The motion was carried unanimously.

V. Payment of Bills

Due to an error in the billing, approval of the bills was postponed until the January meeting. The motion to postpone was made by Stolz and seconded by Kuch. The motion was carried unanimously.

VI. Reporting

- **Clerk:** Report given and available on the website.
- **Treasurer:** Report given and available on the website.

VII. Communications

- **LEAP Update:** A discussion took place regarding the continuation of the LEAP subscription. A motion was made by Stolz, seconded by Hershiser, not to renew the LEAP subscription. The motion was carried unanimously.
- **Village Meeting (David):** The new Village Council members have been sworn in and will take office in the December meeting. The Village is working on establishing protocols and procedures in order of priority.
- **Development (5.3.1.):** Stolz shared concerns regarding the use of Allen Edwin Homes. Allen Edwin Homes will be attending the January meeting to present to the committee, followed by a discussion. This topic should be moved out of Communications to Old Business.
- **Township Meeting (1.1.3) (2.1.2):** President Warvel attended the Township meeting and emphasized the importance of monitoring the wind and solar policy being actively

discussed. She initiated discussions regarding a joint meeting with representatives from DDA, the village, the township, and school.

- **School Board Meeting (2.1.2):** No report.

VIII. Citizens Comments/Concerns

There was a request for agendas and minutes to be posted in a timely manner.

IX. New Business

- **OMA Protocol (5.2.1):** President Warvel presented the "Open Meetings Act Handbook." A discussion was held to ensure all committee members understand and comply with the Open Meetings Act (OMA).
- **President Warvel's Resignation and Suggestions:** President Warvel submitted her resignation letter, which the committee accepted. She also provided a letter with suggestions for the committee's continued work. Her departure was accompanied by a heartfelt message to the members.
- **Crossing Guard:** Halsted mentioned a potential candidate for the crossing guard position.

X. Old Business

- **Event Committee Meeting Recap (5.2.1):** P. Rutan plans to hold monthly meetings to coordinate upcoming events. The community tree lighting was a success, and the town's holiday decorations are looking great.
- **Village Hall Renovation Budget:** A motion was made by Stolz to approve the transfer of \$120,000 into the Capital Payments Hall project. The motion was seconded by Halsted and carried unanimously after a roll call vote.
- **Insurance Discussion:** A meeting with the insurance company is being scheduled to discuss details.

XI. Member Concerns/Comments

- The committee expressed gratitude to President Warvel for her service.
- Ashton noted that Rockwell suggested it's time to replace the outlets in the light poles. Brad will work on getting a quote and a number for the project.
- Warvel requested that her resignation letter and suggestions be forwarded to the Village Council.

XII. Adjournment

The meeting was adjourned at 8:46 PM. Motion to adjourn was made by Stolz and seconded by C. Rutan. The motion was carried unanimously.

Kelsey Parsons

Respectfully submitted,
Kelsey Parsons
Village of Dansville/DDA Clerk