

**Village of Dansville
Downtown Development Authority
Meeting Minutes
September 8, 2022**

- I. **Call to Order:** at 7:02 P.M. in Dansville Village Hall, 1360 Mason St., Dansville, MI 48819, by President Warvel.
- II. **Roll Call/Present:** Parsons, Eifert, Nevills, P Rutan, C. Rutan, V. Hart, Gailey, Stolz, Warvel
Roll Call/Absent: Elliot, S. Hart, Hershieser, Kuch,
Guests: Emma Bostwick
- III. **Approval of Agenda:** Motion to approve agenda made by P. Rutan, 2nd Stolz. Unanimously carried.
- IV. **Approval of August Minutes:** Motion to approve minutes made by Stolz, 2nd P. Rutan. Unanimously carried
- V. **Payment of Bills:** Motion to approve made by Nevills, 2nd Stolz. – Unanimously carried.
- VI. **Communications:** N/A
- VII. **Citizens Comments/ Concerns.**
 - a. A resident brought up a concern that was brought up at the Village Council meeting that was addressed about him. The resident has presented to the council the corrective action and that specific concern is no longer of issue. This resident then presented concerns of another resident of whom has property on property of the DDA. The resident then brought concern of the Village Council and its members as if acting to quickly before the issue was brought to the DDAs attention. The DDA will be addressing the issue and will update the concerned resident with the outcome of the concern.
 - b. A resident had the concern that the meeting minuets are not as detailed as they would like them to be.
- VIII. **New Business:**
 1. **Ingham Township Fire Department**
 - a. The ambulance service that the township used, is closing their doors. Leaving the Village and the Township with a delayed ambulance service. The Village will be relaying on outside areas for calls. The fire department will still respond to all calls as a medical response. Meetings have been had in discussion of what are the best steps that will need to be taken. Chief Whipple

encourages people to investigate the surrounding areas for services. Chief Whipple is looking into manning a township manning their own ambulance with the creating of a daytime crew. A committee is looking to be formed to discuss the possibility. The township will be doing a notice to inform residents. Treasure Gailey brought up the special needs assessment that is paid.

This is a service the Fire department is looking for interest in this matter. Average medical calls are averaging around 190 a year. Notice was given to Chief Whipple of this change around August 20th. Stolz mentioned that the Township has expressed interest in being more involved and more together with the Village. The Chief will be looking for two people from the Village Council to sit in on this committee. This committee will have open meetings and the public will be welcome to come observe.

2. DDA Property

- a. Regarding the property of the citizens concerns. This resident needs to be addressed, and the issue needs to be fixed and proof of the fix needs to be given with in 10 days. Property discussion was had by Gailey – A procedure needs to be put into place of people who are in violation, not just of concerns brought to the council’s attention. The DDA will move forward by following the procedure. Nevills questioned the no trespassing signs, Stolz has mentioned those signs are removed and Village residents are allowed to be on that property. The DDA needs to complete a procedure to keep the filings of all violations, and or complaints. How do we make residents aware, how do we store this information, who will be giving this information out. Draft a violation letter. Gailey- concern is the fire hazard, but also the ability to grandfather that land after so long. A concern was brought to the board and a Motion was made by Nevills, 2nd by V. Hart, that President Warvel will address the resident in person with written notice of his property on DDA land, this resident will have 10 days to become in compliance and to remove any property of his needs to be removed from DDA land and to then show compliance of the request to the DDA board. 5 years – K. Hart, C. Rutan, P.Rutan, Eifert, Nevills. 1 nay - Warvell, Stolz abstained to voting.

IX. Old Business

1. Procedures on Selling DDA Land – Tabled
2. Sidewalk installation:
 - a. The resident around the location of the sidewalk gave permission, to place the sidewalk on flatter land to make the sidewalk more accessible. Written letter of the agreement made by the resident and the Village will also write a letter to the resident for record keeping.

X. Member Concerns/Comments:

- a. **V. Hart: Status of the Audit, and the scanning of all documents within the office. Gailey addressed that the audit should be done by the end of the month or into early October. Warvel added to the comment of what further needs to be done for the files in the office, a time where more members can come into the office to help scan more documents in with prioritizing agendas and minutes to do first, and to organize by fiscal year.**
- b. **C. Rutan: To receive a copy of all DDA land, and to pull all DDA property lines as a PDF file.**
- c. **P. Rutan: Would like more detail in the minutes.**
- d. **Parsons: Addressed concerns.**
- e. **Stolz: N/A**
- f. **Warvel: President Warvel address she likes the communication and wants this to be an area of no agenda and doing what is right for the community.**
- g. **Eifert: N/A**
- h. **Nevills: Meeting Minutes – Gailey addressed this, and it is being taken care of. In the case of a roll call should names be written.**
- i. **Gailey: To make an announcement to know property lines, and to acknowledge of not using property that is not your own. Stolz added that the Village Council and the DDA need to work together.**

XI. Adjourn: Meeting adjourned at 9: 14pm – Motion made by Nevills, 2nd C Rutan. Unanimously carried.

**Respectfully submitted,
Kelsey Parsons- Village of Dansville/DDA Clerk**