Village of Dansville Downtown Development Authority Meeting Minutes

August 5, 2025

I. Call to Order

The meeting was called to order by President Halsted at 7:01 PM on August 5, 2025, at the Dansville Village Hall, 1362 Mason Street, Dansville, Michigan.

II. Roll Call

- **Present:** Bushard, C. Rutan, Crippen, Eifert, Halsted, Hart, Parker
- **Absent:** Ashton, Elliott, Hershiser, Kodish, P. Rutan, Sweedyk,

III. Approval of Agenda

Motion by C. Rutan, seconded by Parker, to approve the agenda with changes (added event storage and downtown fall flowers/flags to new business; removed Michigan Class, Open Custodian Position, Bank Cards, Village of Dansville Community Survey, and Tables/Chairs for Hall). Motion passed unanimously.

IV. Approval of Minutes

Motion by C. Rutan, seconded by Hart, to approve July 7, 2025, meeting minutes. Motion passed unanimously.

V. Approval of Payables

Motion by C. Rutan, seconded by Parker, to approve the July payables and pay final payment to Freshwater Contracting LLC contingent on the exit sign being replaced. Roll call vote passed unanimously.

VI. Reporting

- **Clerk's Report:** None given. (Clerk position is vacant)
- **Treasurer's Report:** None given. (Treasurer was absent)

VII. Public Comment

No public comments.

VIII. Communications

- **DDA President (Halsted):** Tax capture meeting scheduled for August 14, 2025.
- **Village Meeting (Bushard):** Tax capture meeting scheduled for August 14, 2025. The Clerk position will be live. Bushard is eager to learn more as serving as the Interim Village President.
- **Township:** Hart reported the township met jointly in July's meeting with the zoning/planning board to vote on TNT Groomer operating out of the old Dansville Vet, all voted yes. Jessop Road construction has begun to widen the south end of the road near Dexter Trail.
- **School Board:** None given.
- **Event Committee:** None given.

IX. New Business

- **Village Hall A/C discussion (President Halsted):** 3 quotes were presented by President Halsted. Motion made by C. Rutan, 2nd by Parker, to table until we receive a quote from Boyd that includes duct work in September/October. Motion passed unanimously.
- **Sidewalks discussion (Vice President Hart):** Hart made a good faith effort to get 4 quotes, 1 quote is pending and Hart will provide at the next meeting, 1 quote presented, 2 no call no

shows. Motion made by Parker, 2nd by C. Rutan to hire Performance Concrete LLC to complete the Adam's Street sidewalk near the school for $5900 and roll over the remaining 2025 sidewalk money to the 2026 sidewalk budget. Motion passed unanimously.

- **Water Tower discussion (President Halsted):** President Halsted presented the meeting minutes where the previous DDA passed a resolution that would have had the water tower paid off. The DDA failed to carry out the resolution due to the uncertainty and unknown of tax captures at the time. At this time a signed resolution has not been located, but President Halsted will make an effort to locate. Bushard commented that this DDA cannot be bound by a previous administration's resolution that was not carried out. More discussion to come.
- **Event Item Storage (President Halsted):** Motion by Halsted, 2nd by Parker for the foodbank and/or Historical Society to remove items in the hallway within 30 days so the Event Committee can utilize the space for storage. Motion passed unanimously.
- **Downtown Fall Flowers/Flags (C. Rutan):** Motion made by C. Rutan, 2nd by Parker for the event committee to spend up to $300 on mums/fall flowers to decorate in town. Motion passed unanimously.

X. Old Business

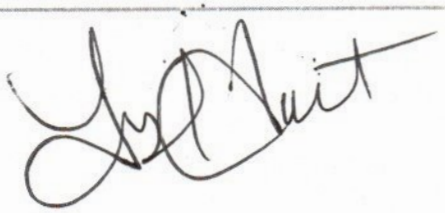
- **Planning Commission (Halsted):** A local citizen trainer has been identified through the MSU Extension Service to provide training to the planning commission. The planning commission is continuing to be developed, will be meeting separately than the monthly DDA meetings, and the committee will be working to locate the master plan. Halsted discussed if a concern exist for him serving as both DDA President and head of the planning commission, he believes Curt Sweedyk would be a good chair and Halsted would serve as a voting member of the planning commission.
- **Village Hall Rental Agreement:** Motion by C. Rutan, 2nd by President Halsted to approve the Village Hall Rental Agreement proposed by Vice President Hart with a few changes: in section 1. The DDA will allow up to 5 days for potential renters to submit payment. We will remove section 8 of the contract regarding canopies and tents. Add "request outside of the preview of this contract will be addressed on a case-by-case basis." Motion carried unanimously.
- **Village Hall update:** The village hall construction for phase 1 is complete and the work performed by Freshwater Contracting LLC was accepted by the DDA on August 7, 2025.
- **LEAP:** President Halsted reported the discussion is ongoing and the appropriate individuals are looking into this.

XI. Extended Public Comment

No public comment

XII. Board Member Comments/Concerns

Appreciation was expressed for Freshwater Contracting LLC and Performance Concrete's work on construction at the village hall, gratitude was given to Ryan Bushard serving as the Village President, warm welcome was given to Kori Crippen as the newest DDA member, and concern was expressed regarding the state of the Village Park.

Motion by C. Rutan to adjourn, seconded by Parker. Motion passed unanimously. Meeting was adjourned at 8:42 PM.

Respectfully Submitted,
Tory Hart
DDA Vice President