

Village of Dansville
Downtown Development Authority
Meeting Minutes
November 10, 2022

- I. Call to Order: at 7:00P.M. in Dansville Village Hall, 1360 Mason St., Dansville, MI 48819, by President Pro Tempore Elliot.
- II. Roll Call/Present: Parsons, Elliott, S. Hart, Nevills, P. Rutan, C. Rutan, V. Hart, Kuch, Gailey, Stolz

Roll Call/Absent: Warvel, Hershiser, Eifert

Guests: N/A
- III. Approval of Agenda: Motion to approve agenda made by P. Rutan, 2nd V. Hart. Unanimously Carried.
- IV. Approval of October Minutes: Motion to approve minutes made by V. Hart, 2nd C. Rutan. Unanimously Carried.
- V. Payment of Bills: Motion to approve made by Stolz, 2nd V. Hart. – Roll call, Unanimously Carried.
- VI. Communications:
 1. Building Security
 - a. Treasurer Gailey reported that locks will be updated for the continued security of the DDA Building/Village Hall.
 2. Dansville Memorial Freedom Festival Committee (DMFFC) Meeting Report
 - a. P. Rutan gave an update on the DMFFC meeting of 11/7/22. This included a planning timeline and possible events for 2023. Citizens have expressed interest in having fireworks for Independence Day, especially since Mason is no longer doing them. -P. Rutan and Clerk Parsons will create/post a survey to gather broader input from the community regarding a date for fireworks if funding is limited to only one holiday (Independence Day or Memorial Freedom Festival).
- VII. Citizens Comments/ Concerns.
N/A
- VIII. New Business:
 1. Food Bank Christmas Program
 - a. President Warvel had the pleasure of learning more about the Dansville Food Bank, their accomplishments, and their plans. In this conversation the Food Bank expressed interest in using the Village Hall for showcasing items that are available for Christmas gifts for eligible families (during times when the Village Hall isn't being rented). The DDA was strongly supportive and will work with the Food Bank to identify dates. DDA is looking forward to working with the Food Bank this holiday season and to being of assistance in the future.

2. Future Development

- a. Stolz explained some ideas to help provide affordable, 1,000 square foot homes for people to own or rent in Dansville through the development of DDA land or other nearby property. This was not on the table for decision during the meeting but was raised as a possibility for future planning. The subdivision has 30-40 lots that could be sold for new housing, and the need for expanding the cemetery was also briefly discussed.
- b. Treasurer Gailey provided an up-to-date inventory of DDA-owned land. A review of DDA files will be conducted to locate additional background information regarding previous plans made by the DDA about land use to aid DDA board members with future decisions.

IX. Old Business

1. Purchase of DDA Land Resolution

- a. V. Hart shared a revised draft of a resolution to outline the process of any interested party to purchase land owned by the DDA. It was suggested that language be added that states that approval of a sale requires a majority roll call vote of the DDA. Stolz made a motion to adopt the resolution including the adjustment noted for a roll call vote, 2nd by S. Hart. Roll call, unanimously carried. The draft resolution will be presented to the Village Council for approval.

2. Sidewalk installation

- a. The new sidewalk at the southeast corner of M-36 and Dakin was completed before Halloween, increasing safety for students and other pedestrians near the school and Village Park.

3. Document for Personal/Public Use of DDA land

- a. V. Hart presented a draft resolution regarding the use of DDA land by private citizens. Following discussion, the consensus was that the document should be separated into two documents: 1. a resolution describing the policy and procedures and 2. a form for individuals to complete and submit for permission to use DDA land. It was also suggested that language be added to the resolution that states the approval of requests requires a majority roll call vote of the DDA. V. Hart will present draft documents at the next DDA meeting for DDA approval. Final drafts, when complete, will be reviewed by the village attorney and then be presented to Village Council for approval.

4. Job Descriptions

- a. The village attorney has drafted position descriptions for the president and the clerk, and the intention is for position descriptions to be drafted for each DDA member's position so that roles will be clearly defined for all members.

X. Member Concerns/Comments:

1. Stolz commented on what a pleasure it has been to be on the DDA, and he hopes to stay involved in the community, and a part of the DDA.
2. The entire DDA board acknowledged what a pleasure it was to work with Mike Stolz, and that his ideas and accomplishments, he brought to the DDA are greatly appreciated.
3. Gailey announced that this would be his last DDA meeting as treasurer as he was voted into a trustee position at the Village Council in the November 8th, 2022, election. His dedication and hard work on behalf of the DDA and Village was acknowledged with much gratitude.

4. Gailey also expressed concern about the safety of the M-36 crosswalk at Grove Street and asked DDA to consider having flashing lights installed to alert drivers on M-36.

XI. Adjourn: Meeting adjourned at 8:42 pm – Motion made by S. Hart, 2nd V. Hart.
Unanimously Carried.

A handwritten signature in cursive script, appearing to read "Kelsey Parsons".

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