Village of Dansville Downtown Development Authority Meeting Minutes
October 9, 2025

I. Call to Order
The meeting was called to order by President Halsted at 7:00 PM on October 9, 2025, at the Dansville Village Hall, 1362 Mason Street, Dansville, Michigan.

II. Roll Call
- **Present:** Bushard, Halsted, Hart, Kodish, Parker, C. Rutan, P. Rutan, Sweedyk, Ashton
- **Absent:** Crippen, Eifert, Elliott, Hershiser
- **Guest:** Richard Enty, LEAP

III. Approval of Agenda
Motion by P. Rutan, seconded by Hart, to approve the agenda with changes (added LEAP and sidewalk update under Communications; added meeting preparation and clock repair under New Business; struck Michigan Class, bank cards, and water tower from Old Business). Motion passed unanimously.

IV. Approval of Minutes
Motion by C. Rutan, seconded by Kodish, to approve the September 4, 2025, meeting minutes. Motion passed unanimously.

V. Approval of Payables
Motion by Kodish, seconded by Hart, to approve the September payables. Motion passed unanimously by roll call vote.
Ayes: Bushard, Halsted, Hart, Kodish, Parker, C. Rutan, P. Rutan, Sweedyk
Nays: (none)

VI. Reporting
- **Clerk's Report:** None given. (Clerk position is vacant.)
- **Treasurer's Report:** Given by Treasurer Ashton. (Attached.) In the future, this will include profit/loss statements, budget information, or other important updates per President Halsted.

VII. Public Comment
- (none)

VIII. Communications
- **DDA President (Halsted):** Thanked C. Rutan for weekly downtown beautification work and seasonal decorations. Acknowledged those who helped with latest sidewalk project.
- **Village Meeting (Bushard):** Jackson Street paving is done; discussed tree line on east side of cemetery; coordination of beautification committee and event committee; clerk search is still in progress; drains on M-36 have been cleaned by the county.
- **Township:** Next meeting is October 15, 2025.
- **School Board:** Next meeting is October 27, 2025.
- **Event Committee (P. Rutan):** Donuts and cider will be served on Halloween 6:00-8:00 PM; possible booth at PTO craft show; family movie night January 23; pancake breakfast February 28. Volunteers needed.
- **LEAP (Richard Enty):** Capital Area Childcare Coalition received more funding for improvement of availability, affordability, and quality of childcare. LEAP is hosting 6 listening sessions in October regarding support for small businesses. Discussion included ways LEAP can help Dansville.

- **Sidewalks (Hart):** Performance Concrete finished sidewalks by the school, including an extra section at no extra charge. Brad Rockwell's assistance was appreciated.
- **Crosswalk on M-36 (Bushard):** In progress, but slow. He will follow up.

IX. New Business

- **Social Media (Halsted):** The Village/DDA Facebook account has been deleted. Discussion included whether to start a new joint Facebook account or separate accounts; policy; and multiple administrators. Crippen offered to manage social media. Motion by Halsted, seconded by P. Rutan, to create a joint FB page (Village/DDA) with a minimum of 3 administrators from the Village and DDA, and to appoint Crippen as the social media manager, pending approval by the Village Council. Motion passed with one dissenting vote by Sweedyk.
- **Electrical Assessment:** Following outreach for vendors to assess the electrical system in the Village Hall, one vendor conducted an assessment. Additional quotes will be sought.
- **Food Bank Reported Concern:** DPW will repair the aluminum wrap around the exterior door to the Food Bank.
- **Steel Lintel Replacement/Repair for FY27:** Halsted will get quotes.
- **Parking Lot Discussion for FY27:** Sweedyk will get quotes for parking lot resurfacing around the Village Hall.
- **Meeting preparation:** It was agreed that all documents to be reviewed at each DDA meeting will be distributed all in one packet with the agenda by Tuesday before the meeting.
- **Clock repair:** Clock repairs discussed. Motion by Halsted, seconded by Parker, to combine clock repairs with the time change adjustment. Motion passed by unanimous roll call vote.
    - Ayes: Bushard, Halsted, Hart, Kodish, Parker, C. Rutan, P. Rutan, Sweedyk
    - Nays: (none)

X. Old Business

- **Open Custodian Position:** Discussion of the open custodian position was tabled. Renter leases will be reviewed regarding use and cleaning of the bathrooms and hall.
- **LEAP:** Decision on whether to continue paying for LEAP microservices was tabled. LEAP representatives will be invited to present about their services at a future DDA meeting.

XI. Extended Public Comment

- A concern was raised about motorists frequently speeding in the subdivision, creating a dangerous hazard.

XII. Board Member Comments/Concerns

Appreciation was expressed for downtown beautification efforts, and ideas were raised regarding Halloween lamp post decoration contest. Opinion was expressed that it would be better to have separate village and DDA Facebook pages to be more effective. Concern was expressed about deteriorating roads in the subdivision.

Motion by Parker to adjourn, seconded by C. Rutan. Motion passed unanimously. Meeting was adjourned at 8:54 PM.

Respectfully Submitted,

Pennie Rutan
DDA Member