Village of Dansville Downtown Development Authority Meeting Minutes
December 4, 2025

I. Call to Order
The meeting was called to order by President Halsted at 7:00 PM on December 4, 2025, at the Dansville Village Hall, 1362 Mason Street, Dansville, Michigan.

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

III. Approval of Agenda
Motion by P. Rutan, seconded by C. Rutan, to approve the agenda with changes (added outside hall lighting, shelving units for breezeway, and meeting night to New Business and struck Michigan Class, bank cards, and water tower from Old Business). Motion passed unanimously.

IV. Approval of Minutes
Motion by C. Rutan, seconded by Hershiser, to approve the November 6, 2025, meeting minutes. Motion passed unanimously.

V. Approval of Payables
Motion by Hart, seconded by Hershiser, to approve the November payables. Motion passed unanimously by roll call vote.
- Yeas: Bushard, Crippen, Halsted, Hart, Hershiser, Kodish, C. Rutan, P. Rutan, Sweedyk
- Nays: (none)

VI. Reporting
- **Clerk's Report:** (none)
- **Treasurer's Report:** Given by Treasurer Ashton. Monthly activity details were added to the Revenue and Expenditure Report. Bank balances for each month will be provided in the monthly treasurer's reports.

VII. Public Comment
- N/A

VIII. Communications
- **DDA President (Halsted):** Rugs were ordered for the hall doorways; a cleaning company has been hired to clean the hall after each use (or as needed).
- **Village Meeting (Bushard):** Monthly Meeting Minutes - VILLAGE OF DANSVILLE.
- **Township:** Meeting Minutes – Ingham Township. Next meeting is December 17, 2025.
- **School Board:** Meeting Minutes - Board of Education - Dansville Schools. Next meeting is December 14, 2025.
- **Event Committee (P. Rutan):** Plans are underway for family movie night (January 23); pancake breakfast fundraiser (February 28); and Memorial Weekend.

IX. New Business
- **Budget Workshop (Treasurer Ashton):** A budget workshop will be held for DDA members one hour before the January 9 DDA meeting.

- **Historical society lighting request:** The Historical Society requested permission to have a member who is a licensed electrician repair lights that aren't working in their section of the building. Motion by Halsted to allow the Historical Society to use their member who is a licensed electrician to repair lights, contingent on proof of license and liability insurance. There were no seconds on the motion. This will be tabled until the electrical assessment is done on the village hall building.
- **Holiday lighting/events:** A less expensive option for holiday decoration was identified than previously approved. Motion by Bushard, seconded by Halsted, to cancel the previously approved $2,000 allocation and approve $700 for holiday decorations for downtown. Motion passed unanimously by roll call vote.
    - Yeas: Bushard, Crippen, Halsted, Hart, Hershiser, Kodish, C. Rutan, P. Rutan, Sweedyk
    - Nays: (none)

  Motion by Hershiser, seconded by C. Rutan to move $600 from the downtown beautification budget allocation to the community events budget allocation and approve $600 for movie night expenses. Motion passed by roll call vote.
    - Yeas: Bushard, Crippen, Hart, Hershiser, Kodish, C. Rutan, P. Rutan
    - Nays: Halsted, Sweedyk
- **Shelving for storage area in the hall:** Shelving units from the Village Office will be moved to the breezeway for DDA storage.
- **Meeting night/schedule:** Tabled.

X. Old Business

- **FY27 goals:** Ideas included: more activities for kids; pickleball court; new planters for downtown; water tower resolution; lighting for the village hall parking lot, possibly solar.
- **Open Custodian Position / Cleaning Fee:** Cleaning company was hired.
- **Electrical Assessment:** One company has assessed the electrical infrastructure of the hall but hasn't provided a quote. Hershiser and Crippen will check with other potential contractors, as this is a very high priority.
- **Steel Lintel Replacement/Repair for FY27:** Crippen will contact potential contractors for quotes.
- **Parking Lot Discussion for FY27:** Sweedyk will work on getting at least 3 quotes.
- **Hall A/C Unit:** Two contractors are scheduled to assess the hall for air conditioning in January.
- **LEAP:** Halsted will confirm that there will be no negative financial impacts to terminate our contract with LEAP. He invited other members to join in the conversation with county officials.

XI. Extended Public Comment (N/A)

XII. Board Member Comments/Concerns

Gratitude was expressed to C. Rutan for downtown decorations, Ashton for financial reports, and members for meeting attendance. Kodish will consult with the art teacher about graphics for the Village-DDA Facebook profile. Question raised about whether DPW needs additional help for snow plowing and sidewalk clearing in the winter.

XIII. Adjournment

Motion by C. Rutan, seconded by Hershiser to adjourn. Motion passed unanimously. Meeting was adjourned at 8:49 PM.

Respectfully Submitted,
Pennie Rutan
DDA Member Pennie L. Rutan