Village of Dansville
Downtown Development Authority
Meeting Minutes
February 6, 2025

I. Call to Order

The meeting was called to order at 7:01 PM on February 6th, 2025, at Dansville High School, 1264 Adams Street, Dansville, MI 48819, by Interim President Halsted.

II. Roll Call

- **Present**: Parsons, Ashton, Stolz, P. Rutan, Kuch, C. Rutan, Hallock, Elliott, Hart, Halsted
- **Absent**: Eifert, Hershiser
- **Guests**: None

III. Approval of Agenda

Motion to approve the agenda was made by P. Rutan and seconded by C. Rutan. The motion was carried unanimously.

IV. Approval of January Minutes

Motion to approve the minutes from the January meeting was made by P. Rutan and seconded by Elliott. The motion was carried unanimously.

V. Payment of Bills

Motion to approve the January bills was made by Elliott and seconded by C. Rutan. The motion was carried unanimously, after a role call vote.

VI. Reporting

- **Clerk**: Report given and available on the website.
- **Treasurer**: Report given and available on the website.

VII. Public comment (none)

VIII. Communications

- **LEAP Update**: Richard was Absent – Interim President suggested that the committee consider renewing LEAP for one more year.
- **Village Meeting (David)**: The Village is working on reviewing ordinances, and Policies and Procedures.
- **Township Meeting (1.1.3) (2.1.2)**: The Township approved the use of Freer Park for the 2025 Fireworks.
- **School Board Meeting (2.1.2)**: Absent.

IX. New Business

a. **Budget Discussion:** There was a discussion on what the committee should do with the UDAG funds. The funds will be left in a separate account until Treasurer Ashton meets with investment firm Michigan Class. She will bring

recommendations to the committee for consideration. There was a discussion on the water tower, and this will be an item that will stay on the agenda. Treasurer Ashton gave verbal budget numbers to be reviewed and will email a copy to the committee by the end of the day Friday, February 7th. The Motion to approve the budget as verbally stated was made by Stolz and seconded by Elliott. The motion was carried after a role call vote of 6 yays, and 2 nays.

b. Water Purification System Quotes: Interim President Halsted, met with Besco water company regarding water purification options for the Village Hall/Office. Besco provided a quote for purchase, for rental, and for annual maintenance. Interim President Halsted will seek two more quotes to present to the committee and present in the March meeting.

c. Insurance Recommendations: A discussion was held on the recommendations from the ad hoc insurance review committee about coverage adjustments that would lower the village's insurance premium. The motion to approve the changes to the insurance premium was made by Hallock and seconded by Hart. The motion was carried unanimously after a role call vote. The recommendations will be presented to the Village Council for review and approval.

d. Audit/ Finances: The Audit for fiscal year 2022-23 is progressing and almost complete.

e. **Notary Designation**: The Clerk presented the Knowledge of the Notary; this will also be presented to the VOD.

X. Old Business

a. **Allen Edwin Homes housing Development:** Interim President has set up a house tour of an Allen Edwin home on March 1st, 2025. Transportation will need to be provided by each committee member.

b. Update on Village Hall Renovation: Motion to approve the High Gloss epoxy flooring was made by C. Rutan and seconded by Elliott. The motion was carried unanimously. Stolz and Hart did not vote due to conflict of interest.

c. Village of Dansville Community Survey: The committee discussed the draft of a community survey; Halsted will incorporate the agreed upon changes and the Clerk will present 3 designs to be decided on at the March meeting.

d. Hanging of the Historical Sign: There is an ordinance that says how big a sign can be. The ordinance will be presented to the Committee for discussion in the March meeting. Halsted is collecting quotes to hang the sign and for the wall repair, also for discussion in March.

e. Public Events Policy Motion to approve the Policy was made by P. Rutan and seconded by Elliott. The motion was carried unanimously.

XI. Extended Public Comment

None

XII. Member Concerns/Comments

P. Rutan: Requested that the DDA Bylaws be included in the member handbook mentioned in Clerk Parsons' report. Loved the transparency that is being presented in these meetings (bank statements with pertinent receipts attached).

Elliott: Talked about some ideas to help within the cemetery.

Stolz: Let the committee know that today will be his last meeting as a DDA member. Interim President Halsted and the DDA thanked Mike for his time on the Village council as well as on the DDA, they are excited to keep him updated on the progress of the DDA, and the Village.

XIII. Adjournment

The meeting was adjourned at 9:51 PM. Motion to adjourn was made by Stolz and seconded by Kuch. The motion was carried unanimously.

Respectfully submitted,
Pennie Rutan
DDA Member