

Minutes

Regular Minutes October 23, 2024 7:00 PM

CALL TO ORDER

Chairperson Roosa called the Regular Meeting to order at 7:04 p.m. at the Almont Village Hall, located at 817 N. Main Street, Almont, Michigan.

PLEDGE OF ALLEGIANCE

ROLL CALL

Board members Present: A. Roosa, H. Miller, S. Schneider, M. Schneider, K. Boos, A. Glasser

Board members Absent: None

Staff Present: Angela Edwards, Executive Director

Guests Present: Mr. Scott White, Village of Almont Resident; Mr. Charlie Kroll, Village of Almont Resident; Mrs. Traci Pewinski, Almont Township Resident; Mrs. Paula Alfonsi, Almont Township Resident; Mrs. Kim Schall, Almont Township Resident; Mr. Gabriel Belanger, Almont High School Student

ADDITIONS/DELETIONS TO AGENDA:

Additions:

Heritage Festival Entertainment Tent Sponsor

Added under Finance as Item #5

COMMUNICATIONS: None

PUBLIC COMMENT – Agenda Items: None

APPROVAL OF CONSENT AGENDA

S. Schneider moved to approve, H. Miller supported

PASSED UNANIMOUSLY

APPROVAL OF MINUTES:

Approval of October 2, 2024 regular meeting minutes:

S. Schneider moved to approve with amendments:

TREASURER'S REPORT

A. August Revenue & Expenditure Report

M. Schneider moved **to approve**, A. Glasser supported.

PASSED UNANIMOUSLY BY ALL MEMBERS IN ATTENDANCE

B. August Check Disbursement

M. Schneider moved **to approve**, K. Boos supported.

PASSED UNANIMOUSLY BY ALL MEMBERS IN ATTENDANCE

Downtown Holiday Decorating: Director Edwards asked Board if they would like changed **s** from last year's decorations. No changes proposed. Chairperson Roosa noted the Board was interested in a cost sharing program with business owners to light up their buildings similar to that in downtown Rochester, MI. Chairperson Roosa asked Mrs. Connie Brzozowski, owner of American Tree **and** in attendance, to look into costs of stringing lights on businesses in the downtown.

H. Miller supported

PASSED UNANIMOUSLY

Date	Vendor	Inv #	Total
9/25/2024	First Congregational Church- DTE Bill		\$86.21
9/30/2024	American Tree	27725	\$2,306.00
9/30/2024	View Newspaper Group- HF Ads	36292	\$250.00
10/2/2024	Tri- City Times Heritage Festival Ads	A0990	\$672.00
10/4/2024	Touma, Watson, Whaling	60018	\$150.00
10/14/2024	First Congregational Church- DTE Bill	66494	\$86.51
Total:			\$3,550.72

APPROVAL OF BILLS PAYABLE:

H. Miller moved to approve the Bills Payable in the amount of \$3,550.72, K. Boos supported.

PASSED UNANIMOUSLY

TREASURER'S REPORT

A. September Revenue & Expenditure Report

M. Schneider moved to approve, A. Glasser supported.

PASSED UNANIMOUSLY

B. September Check Disbursement

M. Schneider moved to approve, A. Glasser supported.

PASSED UNANIMOUSLY

REPORTS

A. DPW August 2024 Report: Included in board packet.

B. Directors Report August 2024: Included in board packet. Summary includes

NEW BUSINESS

A. Finance

1. Façade Grant Application for 208 N. Main Street

Facts: Brunch @ Joe's (208 N. Main Street) has submitted a façade grant application for their signage in the amount of \$1,000.00.

Motion to approve the façade grant application for 208 N. Main Street in the amount of \$1,000.00.

Made by: H. Miller, A. Glasser Supported

PASSED UNANIMOUSLY

2. Façade Grant Application for 137 N. Main Street

Facts: Mother Earth (137 N. Main Street) has submitted a façade grant application for their signage and painting in the amount of \$1,500.00.

Motion to approve the façade grant application for 137 N. Main Street in the amount of \$1,500.00.

Made by: H. Miller, M. Schneider Supported

PASSED UNANIMOUSLY

3. American Tree Holiday Decorating

Facts: American Tree has submitted their quote for our annual holiday decorating. They have included last year's quote for comparison.

Motion to approve American Tree's quote for downtown holiday decorating in the amount of \$4,958.43.

Made by: H. Miller, S. Schneider Supported

PASSED UNANIMOUSLY

4. Fountain Cover

Facts: Our current fountain cover is unusable and needs to be replaced as soon as possible. The idea for a more cost-effective method is a flat sheet of steel (or aluminum) to lay over the fountain. This would also allow the DDA to decorate the fountain park (i.e. put tree on top for Christmas). Original quote from Legacy Metal Services for custom designed fountain cover included in board packet.

Discussion: The Board agreed to move forward with building a fountain cover using PVC piping and shrink wrapping. Chairperson Roosa asked that Director Edwards look into businesses that could shrink wrap PVC frame and the Board would build the frame.

5. Heritage Festival Entertainment Sponsor

Facts: The board discussed reducing Roots cost to sponsor the entertainment tent at the October 2, 2024 regular board meeting. At said meeting, a motion was made by M. Schneider to reduce Roots cost to sponsor the entertainment tent to \$2,500.00; however, this motion was not seconded by another board member.

Motion to reduce Roots cost to sponsor the entertainment tent to \$2,500.00.

Made by: M. Schneider, S. Schneider Supported.

PASSED UNANIMOUSLY

B. Executive

1. Application for Board Appointment- Scott White

Facts: Mr. Scott White has applied for appointment to the DDA Board. Application included in board packet. Mr. White was at the October 2, 2024 board meeting to introduce himself and answer any questions from board members.

Motion to request nomination of Mr. Scott White to the DDA Board by Village Council President at the Village Council meeting on November 6, 2024.

Made by: M. Schneider, A. Glasser Supported, S. Schneider abstained

PASSED: AYES 5, NAYS 0, ABSTAINED 1

2. Application for Board Appointment- Charlie Kroll

Facts: Mr. Charlie Kroll has applied for appointment to the DDA Board. Application included in board packet. The board met Mr. Kroll as a whole and asked questions.

Motion to request nomination of Mr. Charlie Kroll to the DDA Board by Village Council President at the Village Council meeting on November 6, 2024.

Made by: H. Miller, K. Boos Supported, S. Schneider abstained

PASSED: AYES 5, NAYS 0, ABSTAINED 1

3. Application for Board Appointment- Steve Schneider

Facts: Mr. Steve Schneider has applied for appointment to the DDA Board after his Village Council term ends. Application included in board packet. Mr. Schneider explained why he would like to remain on the DDA Board after his term on Village Council ends.

Motion to request nomination of Mr. Steve Schneider to the DDA Board by Village Council President at the Village Council meeting on November 19, 2024.

Made by: H. Miller, A. Glasser Supported, S. Schneider and M. Schneider abstained

PASSED: AYES 4, NAYS 0, ABSTAINED 2

C. Events

1. Small Business Saturday Budget

Facts: The Event's Committee met to discuss Small Business Saturday and would like to allocate \$350.00 to this event.

Discussion: H. Miller explained \$250.00 would be used for a gift basket and \$100.00 for signage, punch cards and other needed supplies. H. Miller noted the board allocated \$150.00 for the gift basket last year. The event's committee is recommending an increase of \$100.00 due to the fact there are more businesses in the downtown to buy items from for the gift basket.

Motion to approve \$350.00 for Small Business Saturday

Made by: M. Schneider, K. Boos Supported,

PASSED UNANIMOUSLY

DISCUSSION

- A. **Merchant Trick or Treat:** Director Edwards reminded the Board Merchant Trick or Treat is scheduled from 5:00pm – 6:00pm on Halloween. Flyer for Merchant Trick or Treat in board packet. H. Miller asked if sirens are scheduled to go off at 5pm, 6pm and 8pm on Halloween. Director Edwards stated she will confirm with Almont Fire Department.
- B. **Ribbon Cutting:** Director Edwards notified the Board there are three ribbon cuttings scheduled in November: Century 21 Professionals located at 130 S. Main Street will be hosting their ribbon cutting on November 1, 2024 at 1:00pm, Simple Home Lending, located at 130 S. Main Street, will be hosting their ribbon cutting on November 1, 2024 at 1:00pm, and Mother Earth Natural Health, located at 137 N. Main Street, will be hosting their ribbon cutting on November 20, 2024 at 10:00am. Flyers for each event in board packet.

- C. **Small Business Saturday:** Discussed under new business. DDA will continue to do punch cards like in the previous year. Patrons will need to get 5 punches from businesses participating in said events in order to be entered for drawing to win gift basket.
- D. **Holly Day Light Festival/Parade:** Events Committee met and discussed potential changes and/or additions to Festival/Parade. Idea of adding an entertainment tent was presented along with pros and cons of said addition. Director Edwards stated Mikey's would be willing to handle alcohol sales and tent space could be used for children's craft/activities prior to the parade. Alternatively, Mikey's offered usage of their back room for children's activities. Other items to consider are associated costs, such as tent rental, purchase or rental of heaters, entertainment costs and expenses for children's activities. Edwards added these expenses would be substantial and it may be difficult to find sponsors coming off the heels of Heritage Festival. M. Schneider noted that the budget for Holly Day Parade was \$1,700.00 and an entertainment tent would far exceed that. The board agreed to look into planning for an entertainment tent for the following year. Additionally, it was agreed to request M-53 road closure from 6:00pm-8:00pm and E. St. Clair road closure from 12:00pm-9:00pm. H. Miller asked Director Edwards get quote for face painting and balloon artist for this year.

OLD BUSINESS: None

PUBLIC COMMENTS (NON AGENDA ITEMS): None

BOARD QUESTIONS AND COMMENTS:

K. Boos reminded those in attendance to please use meeting sign-in sheet to account for their attendance.

FUTURE AGENDA ITEMS: None

CLOSED SESSION:

1. Discussion of Legal Opinion from the DDA's Attorney and Potential Actions

H. Miller moved, M. Schneider supported, **PASSED UNANIMOUSLY**, to enter into closed session in accordance with Section 8(a) of the Michigan Open Meetings Act, being Public Act 267 of 1976, to discuss legal opinion from the DDA's Attorney and optional actions.

ROLL CALL:

Ayes: K. Boos, S. Schneider, H. Miller, A. Roosa, M. Schneider, A. Glasser

Nays: None

Abstain: None

Absent: None


The Board entered into closed session at 7:58pm.

The Board returned from closed session at 8:25pm.

The Boards consensus was to not take action on the legal opinion from the DDA's Attorney.

ADJOURNMENT:

The meeting adjourned at 8:25 pm by Chairperson Roosa.


Melissa Schneider, Secretary