

ANGELA EDWARDS, EXECUTIVE DIRECTOR
ANDY ROOSA, CHAIRPERSON
HOLLIE MILLER, VICE CHAIR & TREASURER
MELISSA SCHNEIDER, SECRETARY
TIM DYKE, VILLAGE COUNCIL PRESIDENT



STEVE SCHNEIDER, BOARD MEMBER
KRISTA BOOS, BOARD MEMBER
ASHLYN GLASSER, BOARD MEMBER
SCOTT WHITE, BOARD MEMBER
CHARLIE KROLL, BOARD MEMBER

Minutes

**Regular Minutes
December 18, 2024 7:00PM**

CALL TO ORDER

Vice Chair H. Miller called the Regular Meeting to order at 7:01 p.m. at the Almont Village Hall, located at 817 N. Main Street, Almont, Michigan.

PLEDGE OF ALLEGIANCE

ROLL CALL

Board members Present: H. Miller, T. Dyke, M. Schneider, K. Boos, A. Glasser, C. Kroll, S. White, S. Schneider

Board members Absent: A. Roosa

Staff Present: Angela Edwards, Executive Director

Guests Present: 14

ADDITIONS/DELETIONS TO AGENDA:

Additions:

First Congregational Church DTE Bill and RCI Repair Bill

Added to Bills Payable

Director's Quarterly Review

Added under Discussion as Item C

COMMUNICATIONS:

FOIA Request from Mrs. Kim Schall

Calls from residents requesting removal of presentations from DDA website

PUBLIC COMMENT – Agenda Items:

Mrs. Paula Alfonsi, Almont Township Resident- Requested to know who is in charge of posting information to the DDA's website and that person(s) resign or be removed from the Board.

Mrs. Traci Pewinski, Almont Township Resident- stated she was one of the individuals who called Director Edwards requesting that two PowerPoint presentations be removed from the DDA website. Mrs. Pewinski believes that the information is not pertinent to DDA matters.

Mr. Randy Eschenburg, Almont Township Board Trustee- Commented on Small Business Saturday. Stated that he had picked up punch cards to participate in the event; however when he went to Randazzos Jewler, The Village T-shirt Hanger and Love Sam Botique said businesses were unaware of how to participate in the event. Mr. Eschenburg stated he believes there is friction between the DDA and multiple DDA business owners and hopes to see that resolved.

Mrs. Kim Schall, Almont Township Resident- stated she submitted a FOIA request and alleged she received the same documents that were provided to Mrs. Traci Pewinski for a separate FOIA request; however, Mrs. Schall was charged double. Mrs. Schall also commented on the PowerPoint presentation posted on the DDA website. Mrs. Schall believes information posted on one of the presentations regarding what documents the DDA Director has the ability to sign is incorrect information.

APPROVAL OF CONSENT AGENDA

S. Schneider moved to approve consent agenda, M. Schneider supported
PASSED UNANIMOUSLY BY ALL MEMBERS IN ATTENDANCE

APPROVAL OF MINUTES:

A. Approval of November 20, 2024 regular meeting minutes:
S. White moved to approve November 20, 2024 regular meeting minutes, A. Glasser supported
PASSED UNANIMOUSLY BY ALL MEMBERS IN ATTENDANCE

Date	Vendor	Inv #	Total
11/18/2024	American Tree- Fall Cleanup	27931	\$965.00
11/26/2024	American Tree- Christmas Decorating	27907	\$5,122.62
12/01/2024	Accunet Web Service	23377	\$493.50
12/10/2024	Touma, Watson, Whaling...	60476	\$700.00
12/12/2024	Landscape Direct- Fountain Winterizing	76390	\$1,105.00
12/17/2024	First Congregational Church- DTE Bill		\$88.43
12/17/2024	RCI – Outlet Repair on Light Pole	4242	\$180.35
Total:			\$8,654.90

APPROVAL OF BILLS PAYABLE:

M. Schneider moved to approve the Bills Payable in the amount of \$8,654.90, S. White supported.
PASSED UNANIMOUSLY BY ALL MEMBERS IN ATTENDANCE

TREASURER'S REPORT

A. November Revenue & Expenditure Report

K. Boos moved to approve November Revenue & Expenditure Report, S. White supported.

PASSED UNANIMOUSLY BY ALL MEMBERS IN ATTENDANCE

B. November Check Disbursement

M. Schneider moved to approve November Check Disbursement, K. Boos supported.

PASSED UNANIMOUSLY BY ALL MEMBERS IN ATTENDANCE

REPORTS

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

B. Directors Report November 2024: Included in board packet.

NEW BUSINESS

A. Executive

1. Village/DDA Joint Committee-

Facts: The Village has appointed three Council Members to be on a Joint Committee with three DDA Members. The Executive Committee met and discussed which DDA Members they would like to represent the DDA on this Joint Committee and their suggestions were Chairman Roosa, Vice Chair Miller and Board Member White.

Discussion: S. Schneider opposed nominating Chairperson A. Roosa to the Joint Committee. S. Schneider reasoned that there has been great divisiveness recently and having Chairperson A. Roosa would not enhance the relationship between Village Council and the DDA. S. Schneider suggested nominating K. Boos as a substitute to Chairperson A. Roosa. K. Boos noted that due to conflicts that have arose in the last few months she agreed that Chairperson A. Roosa should not be on the Joint Committee. M. Schneider nominated S. White as a third Board Member to the committee, stating that he is enthusiastic about being involved in DDA activities and she believed he has no prior biases being that he recently joined the DDA Board.

Motion to nominate H. Miller, K. Boos and S. White to the Village Council/DDA Joint Committee.

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

PASSED UNANIMOUSLY BY ALL OTHER MEMBERS IN ATTENDANCE

DISCUSSION

A. **Website Posting:** Facts: the Board was recently made aware of a presentation posted to the DDA website. This was posted unbeknownst to the Board as a whole. The posting has since been removed; however, action needs to be taken to ensure this does not happen again in the future.

Discussion: K. Boos stated she believes anything posted to the DDA's website needs to be DDA related and approved by the board. S. Schneider agreed, noting that he believes information should be discussed, addressed and voted on by the Board prior to being posted on the website. T. Dyke echoed that sentiment, adding that he believes access to posting materials should be limited to the DDA Director and/or one other individual approved by the Board in absence of the Director. M. Schneider indicated the postings were made without Board knowledge or approval and were inappropriate in her opinion.

Motion to implement a new policy that only the DDA Director have access to the DDA website and that the DDA Director only post items to the website after said items have been approved by the Board.

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

PASSED UNANIMOUSLY BY ALL MEMBERS IN ATTENDANCE

M. Schneider noted that there is no policy in place in regards to seeking legal advice/opinions from the DDA's attorney and that the Board has exceeded its legal fee budget five months into the fiscal year. M. Schneider stated that in light of recent actions being taken without the Board's knowledge or approval, and being concerned about the exceeding legal budget she believes a new policy should be approved to mitigate excessive legal costs.

Motion to implement a new policy that seeking any legal advice or legal opinions from the DDA's attorney require approval from the Board until the end of the fiscal year.

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

PASSED UNANIMOUSLY BY ALL MEMBERS IN ATTENDANCE

M. Schneider noted that there is no policy in place in regards to submitting FOIA requests on behalf of the DDA and believes a new policy should be in place.

Motion to implement a new policy that submitting a FOIA request on behalf of the DDA require Board approval.

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

PASSED UNANIMOUSLY BY ALL MEMBERS IN ATTENDANCE

- B. **Two Hour Parking Signs:** Update by Director Edwards. At a previous Board meeting, the Board voted and approved putting two hour parking signs in municipal lots behind businesses in the downtown on South Main Street to mitigate parking concerns. These signs have been received and hung up by DPW. Director Edwards noted she had sent an email to the businesses to make them aware of the signage and new parking limits.
- C. **Director's Quarterly Review:** the Executive Committee met that week for the Director's quarterly review. Vice Chair H. Miller stated the committee discussed items that needed improvement as well as developing an action plan. Vice Chair H. Miller indicated that moving forward the Director will be visiting six businesses per month and apprising the Board of these meetings in the Director's monthly report. M. Schneider added that the Director will also be detailing current projects and future anticipated steps in her Director's monthly report.

OLD BUSINESS:

- A. **Holly Day Festival:** Update from Director Edwards. The festival went off without a hitch. The additional kids events were well attended. Director Edwards thanked the fire department, APD and DPW for all of their help with the festival. At this time, Director Edwards asked what actions to take in consideration of the Board's recent motion regarding website postings. Vice Chair Miller instructed Director Edwards to remove all postings that have not been approved by the Board. Furthermore, if any Board member would like to have said items reposted to the DDA's website they can make a motion for Board approval. At this time, Director Edwards stated she has been in touch with the Fire Chief regarding the DDA's capture of the fire millage. T. Dyke noted that the first step is to have the fire department come before the Board to request having the DDA forgo capture of said fire millage.
- B. **Small Business Saturday:** Update by Director Edwards. Over 35 punch cards were received. The winner of the gift basket has been posted to the DDA's Facebook page.

PUBLIC COMMENTS (NON AGENDA ITEMS):

Mrs. Paula Alfonsi, Almont Township Resident- Requested Chairperson A. Roosa resign or be removed from the DDA Board due to abuse of power.

Mrs. Traci Pewinski, Almont Township Resident- Thanked the Board for listening to public comments and agreeing to remove the PowerPoint presentations from the DDA's website.

Mr. Randy Eschenburg, Almont Township Board Trustee- Stated he believes the decisions made by the Board at tonight's meeting is a move in the right direction. He commended S. Schneider for his part in this. Furthermore, he is hopeful that the divisiveness between the DDA and community will be worked out.

BOARD QUESTIONS AND COMMENTS:

K. Boos- expressed her commitment to the Almont community and participation in events hosted by the DDA. Moving forward she hopes to see the community set aside any differences to work together.

S. Schneider- The Board and community needs to work to overcome divisiveness. In response to public comment, he explained the legal, political and community aspects of removal or resignation of a board member.

T. Dyke- the Holly Day Festival was well put on and attended. It was nice to see the community come together to both participate and enjoy the event.

M. Schneider- It was nice to see all Board members helping in some capacity to put on the Holly Day Festival. She noted that the new policies voted on and approved during tonight's meeting are necessary to prevent abuse by board members.

Director Edwards- Thanked the Board for their help in putting on the Holly Day Festival.


Vice Chair H. Miller- Indicated that their was an issue with the public being able to contact Director Edwards over the last week due to a phone update. Vice Chair H. Miller urged the public to contact Board members via email or phone with comments or concerns if they are unable to reach the Director. She also stated she does not want anyone from the public to feel ignored.

FUTURE AGENDA ITEMS: None

CLOSED SESSION: None

ADJOURNMENT:

The meeting adjourned at 7:38 pm by Vice Chair H. Miller


Melissa Schneider, Secretary