

DDA Meeting Minutes

June 24, 2026

Meeting was called to order at 5:30 p.m.

Present: Dale Gribler, Kim Thompson, Michael Chappell, Rachel Ferrell, Phil Glennie, Steve Peterson

Additional Participants: Linda Barnett, Shawn Strasser, Morgan Strasser, Samantha Strasser, Tad Moody

- Approval of Previous Minutes
 - o Clarified that a “new business” item referred to a tea venture (TEA) rather than a t-shirt business.
 - o Motion by Rachel and seconded by Mike to amend minutes accordingly; all aye, motions carried.
- Treasurer’s Report (YTD through May)
 - o Summer tax bills go out June 30; tax season begins July 1.
 - o Village capture and township allocations for summer not yet included in current bank balance.
 - o Final draft for FY23 audit received; figures to be entered into accounting system and budget trend analysis after official approval.
 - o Current balances: Farmers Market \$2,213; Checking \$207,706 (includes delinquent and final disbursements from 2025).
 - o Approximately \$91,000 transferred into DDA account from prior under-disbursement.
 - o Additional fiscal years need completion for higher confidence in ending fund balance.
- Façade Report
 - o Kim mailed postcards to all in the DDA district for grant opportunities and Village rehab grants. Feedback is already coming in.
 - o Additional locations for murals were discussed.
- DDA Membership, Training, and Programs
 - o Participation in MEDC’s DDA/Redevelopment Ready program continues, offering information, training, and grants; funds available for member training.

- o Clarified “membership and dues” line item on the budget pertains to program participation/benefits.
 - o DDA mural and facade grant opportunities (BBA program) available via village website; business owners must apply.
- Business Redevelopment Progress = Laundromat
 - o Shawn Strasser introduced himself and family. They are reopening the laundromat. It’s a long process and things are proceeding. He needs information regarding getting the water turned back on. Also has questions regarding occupancy permit. He was referred to Brian Johnson for the water setup and Chris Mihelich for the zoning/occupancy permit.
 - o Shawn may expand to have a coffee shop and possible café’ in the other part of the building, but that will be in the future.
 - o Discussed DDA grant opportunities for façade and rent subsidy for start up
- Farmers Market Budget, Location, and Operations – Starts July 11
 - o Tad Moody introduced himself as the new Farmer’s Market manager and provided a status and had some questions.
 - o Bills are submitted to village; payments from Farmers Market account; current balance \$2,213.
 - o Budget amendment motion by Gribler, supported by Petersen to reduce DDA stipend to \$3,500 with \$2,000 for supplies; increase Farmers Market miscellaneous from \$0 to \$2,000. Roll call vote. All aye. Motion carried.
 - o Vendor receipts delivered weekly (Mon/Tue) or via office dropbox at front door (right side).
 - o Location/layout: Market on Elizabeth Street side; vendors to nose-in perpendicular so trucks/cars face sidewalk without driving over sidewalks; use road for pedestrian flow; block at St. Joe Street to prevent through traffic.
 - o Large sign needs repair; can serve as mid-road advertisement/roadblock.
 - o Pavilion reservations with Amy; not rentable until after 2:00 PM to allow vendor breakdown on Market days
 - o Promotion ideas: weekly vendor spotlight on Facebook; kids’ worm races with certificates; humorous signs to draw attention.
 - o Recruitment: Applications dropped at Amish store and Ezra’s; Amish vendors historically sold pies; some currently at Busy Bee. Holistic remedies vendor reported good sales comparable to larger fairs. Consider advertising in local papers like Leader-Courier; seek PSAs via Paul Landecker at Cozy.
- Utility Line/ Pole Relocation and Concrete Work Coordination

- o Pins and paint marks indicate surveyed area; plan to move electrical line/pole. Tino scheduled to meet Consumers at 9:00 AM; once approved, he can proceed quickly.
 - o Concrete can likely be poured before utility completes its part; plan to place forms and pour promptly, but confirm with Consumers to avoid rework.
 - o Linda paused parts of her project (wall fixes, fiber board) pending utility work.
 - o Linda can supply conduit and has fiber installation experience; size and length to be confirmed by electrician (Tino); son has drilling equipment for underground work.
 - o Consumers Energy must move pole; may take months; rerouting planned from Allen Court to nearby buildings (Barnes, Durant).
 - o Property line extends 4–5 feet beyond current pavement into the park; usage requires zoning administrator (Chris) guidance.
- Parking Lot Repairs and Budget
 - o Need to repair parking lot raised as old business; potential funding from transferred money and village support.
 - o Collapsed drain basin with cones must be addressed before asphalt; consider phasing project starting between commercial buildings due to budget constraints.
 - o Dale to attend Public Works committee meeting to discuss further.
- Administrative and Community Updates
 - o Gary Barton has passed; resolution intended for him will be delivered to his stepdaughter. He will be missed by all. He was an important member of the DDA for many years.
 - o DDA website committee member list is outdated; email Amy to update.
 - o County Parks Commission visit to park on June 30 at 8:30 AM following a grant funding presentation; county has parks millage and may share funds with municipalities.
- Community Events and Memorials
 - o Dedication for “Vietnam, No Man Left Behind” statue scheduled for July 5 at 4:00 PM at veterans’ cemetery; 250th-anniversary Fourth of July celebration also on July 5 at 4:00 PM.
 - o Fundraiser breakfast for family of Scott Earls on Sunday, June 28, 8:00 AM–1:00 PM at fire station; memorial service at 2:00 PM in park with fire department honors.
 - o Scott Earls remembered as a well-loved, helpful community member.
- Pickleball Court Update

- o Courts complete except painting; contractor delayed due to other projects; nets are portable (~500 lbs each).
 - o Consider rental/deposit system for equipment; Dale to contact Denise Capagna to see if library could facilitate rentals.
 - o Aim for grand opening in early August.
- Library and Building Updates
 - o Ann Cox retiring from library (end of June or July); transition planning needed.
 - o Old Town Hall HVAC system: estimate needed; group agreed to move forward.
 - o Old Orr building still village property, not tax-exempt; village responsible for taxes until deeded to Roy; Kim to follow up with Roy to complete transfer.
- Other Old Business
 - o Pavilion dedication for Jim and Gayle Crandall scheduled for July 18 at 1:00 p.m; install sign after event.
- Meeting adjourned at 7:00 p.m..Next meeting is July 22, 2026 at 5:30 p.m.