

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**  
**January 22, 2025 7:00PM**

## **CALL TO ORDER**

Chairperson A. Roosa called the Regular Meeting to order at 7:02 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, T. Dyke, M. Schneider, K. Boos, A. Glasser, C. Kroll, S. White, S. Schneider

Board members Absent: None

Staff Present: Angela Edwards, Executive Director

Guests Present: 17

## **ADDITIONS/DELETIONS TO AGENDA:**

### **1. Removal of Board Member from Chairman Position**

Chairman A. Roosa stated he was going to take this time to read a statement. He began by addressing what occurred at the December 18, 2024 Regular Board Meeting. Chairperson A. Roosa alleged a discussion regarding presentation posting on the DDA's website and public comment on a cease-and-desist letter caused harm to the DDA's processes and credibility during said meeting. M. Schneider asked if Chairperson A. Roosa was going to make a motion to have his statement added to the agenda, at which time he declined to do so. M. Schneider stated she lacked confidence in Chairperson A. Roosa's leadership and believed the board would do better under new leadership. M. Schneider made a motion to remove A. Roosa as the chairman of the DDA. A. Roosa announced he was resigning from the board effective immediately along with the DDA's attorney.

Chairperson A. Roosa left the meeting at 7:07pm.

Vice Chair, H. Miller took over as chief executive of meeting.

## **2. Retainment of New Legal Counsel**

### **A. Deletions**

Retainment of New Legal Counsel

Deleted under Additions/Deletions to Agenda

DDA Policy and Procedure Manual Creation

Deleted under New Business

DDA Resolutions- Development of Proper Tracking Methods

Deleted under New Business

Meeting Process

Deleted under Discussion

Oath of Office

Deleted under Discussion

Business Relationships with the DDA

Deleted under Discussion

DDA Agreement with the DDA's Attorney S. Doug Touma

Deleted under Old Business

DDA to Request Legal Opinion Regarding Charging Chairman with Abuse of Power

Deleted under Old Business

Transparency Documents

Deleted under Old Business

FOIA Request from DDA Regarding the Almont Homecoming Committee

Deleted under Old Business

### **B. Additions**

Letter from Heather Throop

Added under Communications

Acceptance of A. Roosa's Resignation

Added under New Business as Item #1

Nominations to Elect Chairperson

Added under New Business as Item #2

Nominations to Elect Vice Chair

Added under New Business as Item #3

Retainment of New Legal Counsel

Added under New Business as Item #4

Chili Crawl Flyer- Website Posting

Added under New Business as Item #B2

Heritage Festival Planning Meeting Dates- Website Posting

Added under New Business as Item #B3

DDA Agendas- Website Posting

Added under New Business as Item #B4

### **COMMUNICATIONS:**

Letter from Mrs. Heather Throop- Included in Board packet. No further discussion.

**PUBLIC COMMENT – Agenda Items:** None

## APPROVAL OF CONSENT AGENDA

M. Schneider moved to approve consent agenda with the above mentioned additions/Deletions, S. White supported

**PASSED UNANIMOUSLY BY ALL MEMBERS IN ATTENDANCE**

## APPROVAL OF MINUTES:

A. Approval of December 18, 2024 regular meeting minutes:

T. Dyke moved to approve November 20, 2024 regular meeting minutes with amendments:

- **Holly Day Festival: Update from Director Edwards. The festival went off without a hit~~ch~~.**

S. White supported

**PASSED UNANIMOUSLY BY ALL MEMBERS IN ATTENDANCE**

Date	Vendor	Inv #	Total
1/08/2025	MDA- Spring Conference Registration	E3227	\$210.00
1/08/2025	First Congregational Church- DTE Bill		\$88.77
1/09/2025	Tri-City Times- Holly Day Festival Ad		\$180.00
1/13/2025	Touma, Watson, Whaling...	60681	\$250.00
1/15/2025	Almont Township Tax Bill- 202 S. Bristol Street		\$159.22
1/15/2025	Almont Township Tax Bill- 117 School Street		\$1,378.01
1/15/2025	Almont Village Tax Bill- 202 S. Bristol Street		\$84.09
1/15/2025	Almont Village Tax Bill- 117 School Street		\$727.68
<b>Total:</b>			<b>\$3,077.77</b>

\$2,827.77

## APPROVAL OF BILLS PAYABLE:

Director A. Edwards noted Dana Walker indicated there may be an issue with the DDA paying Touma's legal bills because the DDA cannot use TIF taxpayer funds to pay for non-DDA related issues.

S. White moved to approve the Bills Payable, excluding Touma, Watson, Whaling, Coury & Streamers, P.C. bill for \$250.00, in the amount of \$2,827.77, K. Boos supported.

**PASSED UNANIMOUSLY BY ALL MEMBERS IN ATTENDANCE**

## TREASURER'S REPORT

A. December Revenue & Expenditure Report

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

**PASSED UNANIMOUSLY BY ALL MEMBERS IN ATTENDANCE**

B. December Check Disbursement

S. White moved to approve December Check Disbursement, C. Kroll supported.

**PASSED UNANIMOUSLY BY ALL MEMBERS IN ATTENDANCE**

## REPORTS

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

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

## NEW BUSINESS

1. Acceptance of A. Roosa Resignation

Facts: A. Roosa verbally stated his resignation at the start of the meeting as well as leaving a copy of his "president's statement" that included a written version of A. Roosa's resignation.

Motion to accept A. Roosa's resignation.

Made by: M. Schneider, K. Boos Supported

**PASSED UNANIMOUSLY BY ALL MEMBERS IN ATTENDANCE**

2. Nominations to Elect Chairperson

Vice Chair, H. Miller opened nominations for DDA Chairperson. K. Boos nominated H. Miller for DDA Chairperson. No other nominations were made. Nominations were closed. H. Miller accepted.

Motion to appoint H. Miller as Chairperson.

Made by: K. Boos, M. Schneider supported, H. Miller Abstained

**PASSED UNANIMOUSLY BY ALL OTHER MEMBERS IN ATTENDANCE**

3. Nominations to Elect Vice Chair

Vice Chair, H. Miller opened nominations for DDA Chairperson. H. Miller nominated M. Schneider for DDA Vice Chair. No other nominations were made. Nominations were closed. M. Schneider accepted.

Motion to appoint M. Schneider as Vice Chair.

Made by: H. Miller, T. Dyke supported, M. Schneider Abstained

**PASSED UNANIMOUSLY BY ALL OTHER MEMBERS IN ATTENDANCE**

4. Retainment of New Legal Counsel

Director A. Edwards handed copies to each board member of fee schedules for two law firms: Miller Canfield and Bodman PLC. Mrs. Debani Gordon Lehman from Bodman PLC was in attendance and introduced herself to the board. T. Dyke noted That the Village has used Bodman PLC for previous labor matters. S. Schneider added that Bodman PLC is a silk stocking law firm, meaning that their firm has an excellent reputation and their attorneys are cream of the crop. Vice Chair, H. Miller stated the fact that Mrs. Lehman came to the meeting to introduce herself and represent her firm goes a long way with her.

Motion to retain Bodman PLC for new legal counsel.

Made by: S. White, C. Kroll supported

**PASSED UNANIMOUSLY BY ALL MEMBERS IN ATTENDANCE**

Director Edwards commented there are items the board may want new legal counsel to address such as reviewing legal bills from Mr. Touma as well as the DDA's privacy policy and procedures for its texting service. Director Edwards also noted that the board has paid for legal work as it pertains to said texting policy and procedures that Mr. Touma is still in possession of.

Motion to have new legal counsel review November 2024 and December 2024 legal invoices billed to the DDA from Mr. Touma as well as collect legal work done by Mr. Touma re: DDA privacy policy and procedures for texting service and have new legal counsel address completing any legal work necessary for the DDA's privacy policy and procedures for its texting service.

Made by: K. Boos, S. White supported

**PASSED UNANIMOUSLY BY ALL MEMBERS IN ATTENDANCE**

A. Finance

1. Window Replacement Quote- Almont Historical Society Museum

Facts: The Almont Historical Society has a broken window that needs to be replaced. Quote included in the board packet in the amount of \$209.00.

Motion to approve the window replacement quote in the amount of \$209.00.

Made by: M. Schneider, K. Boos supported

**PASSED UNANIMOUSLY BY ALL MEMBERS IN ATTENDANCE**

2. Resolution 2025-01-01- A RESOLUTION TO RETURN COLLECTED FIRE MILLAGE FUNDS TO ALMONT FIRE AND RESCUE.

Facts: Discussion has been had about returning the DDA's capture of the Fire Department Millage. In order to do so, a resolution must be passed to give back the funds. This exact amount will not be known until next month, but last year's capture was \$9,046.73, and we can expect this year's to be around \$10,000.

T. Dyke read Resolution 2025-01-01- A RESOLUTION TO RETURN COLLECTED FIRE MILLAGE FUNDS TO ALMONT FIRE AND RESCUE.

Motion to adopt Resolution 2025-01-01- A RESOLUTION TO RETURN COLLECTED FIRE MILLAGE FUNDS TO ALMONT FIRE AND RESCUE.

Made by: T. Dyke, M. Schneider supported

Roll Call:

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

Nays: None

Abstain: None

**PASSED UNANIMOUSLY BY ALL MEMBERS IN ATTENDANCE**

3. Chili Crawl Budget.

Facts: The Events Committee has met and discussed the Chili Crawl budget. While this event is mostly pass-through costs (once the mugs are sold the money should be recouped), the Events Committee would like to request a budget of \$1,000.00 for supplies and an ice sculpture carver.

Motion to approve an additional \$1,000.00 to the special events budget for Chili Crawl.

Made by: T. Dyke, S. White supported

**PASSED UNANIMOUSLY BY ALL MEMBERS IN ATTENDANCE**

B. Executive

1. Informational Meeting- Website Posting

Facts: The Informational Meeting Presentation 2024 was not a board approved item, so it has not been added to the DDA's website. Director Edwards would like to add it to the DDA's website with the presentations from last year's past. At this time Director Edwards also noted she would like to add 2025 Chili Crawl flyer, Heritage Festival planning meeting dates and future DDA agendas to the DDA's website

Motion to approve the posting of 2024 Informational Meeting Presentation, 2025 Chili Crawl flyer, Heritage Festival planning meeting dates and future DDA agendas to the DDA website.

Made by: M. Schneider, K. Boos supported

**PASSED UNANIMOUSLY BY ALL MEMBERS IN ATTENDANCE**

2. Chili Crawl Flyer- Website Posting  
Addressed under New Business Item #B1.
3. Heritage Festival Planning Meeting Dates- Website Posting  
Addressed under New Business Item #B1.
4. DDA Agendas- Website Posting  
Addressed under New Business Item #B1.

## DISCUSSION

- A. **780 N. Van Dyke:** Director Edwards made the Board aware that an application for an Obsolete Property Rehabilitation was submitted for property address 780 N. Van Dyke. Director Edwards added that if the application is approved, the property's taxable value can be frozen for 12 years. Two public hearings have been scheduled for this application. Letter from Village Clerk Mrs. Kimberly Keesler regarding the hearings included in board packet.
- B. **Privacy Policy & Terms of Use:** Addressed under New Business Item #4.
- C. **Two Hour Parking:** Director Edwards apprised the board APD was called to address potential 2 hour parking limit violation. Police Report included in board packet. No additional board discussion.
- D. **Grease Dumpster:** There are four grease dumpsters in the downtown. Director Edwards commented one of those dumpsters is abandoned and the others are often overflowing. Director Edwards stated she has tried contacting the company that owns the abandoned dumpster but has not been able to reach them. Edwards indicated Mr. Dale Kerbyson, Village Manager, is going to help in the efforts. T. Dyke suggested tasking the Village/DDA Joint Committee to handle said issue, board was in agreement.
- E. **Spam Emails:** Vice Chair, H. Miller indicated there is an issue with board members receiving spam emails addressed as being from another board member. These emails are often regarding financial matters. Vice Chair, H. Miller wanted the board to be aware and stay vigilant.
- F. **Earth Day Cleanup:** Director Edwards reminded board members Earth Day Cleanup is coming up and planning will begin after Chili Crawl.
- G. **Heritage Festival:** Director Edwards noted that the first heritage festival planning meeting will be on February 26, 2025 at 6:00pm.

At this point, Director Edwards asked if the board wanted new legal counsel to review documents received from the DDA's FOIA Request regarding the Almont Homecoming Committee. Edwards added that a representative from the Michigan Downtown Association recommended having the documents reviewed by legal counsel. The board agreed.

Motion to have new legal counsel review Almont Homecoming Committee documents received from the DDA's FOIA request.

Made by: K. Boos, M. Schneider supported, T. Dyke Abstained

**PASSED UNANIMOUSLY BY ALL OTHER MEMBERS IN ATTENDANCE**

At this time, Director Edwards asked if she should be reaching out to Mr. Touma's office. Mrs. Lehman stated she would send Mr. Touma an Engagement Letter to apprise him that Bodman PLC has been retained as well reach out to obtain legal documents.

**OLD BUSINESS:** None

**PUBLIC COMMENTS (NON AGENDA ITEMS):**

Mrs. Paula Alfonsi, Almont Township Resident- Commended and thanked the board on the decisions made at tonight's meeting.

**BOARD QUESTIONS AND COMMENTS:**

K. Boos- believes all board members are committed to the Village and making decisions for the betterment of the community.

S. Schneider- echoed Krista's commentary.

T. Dyke- informed the board that the first Village/DDA Joint Committee meeting is Tuesday, January 28, 2025.

M. Schneider- apologized for letting emotions get the best of her. Stated that she prides herself on being professional.

Director A. Edwards- Gave update on Chili Crawl event. 150 people have pre-registered so far and there are only 50 spots open to register. There are 12 chilis signed up and Senor Victors will be making a chicken tortilla soup. Additionally, there will be a hot cocoa bar, cornbread, cookie decorating and a chili toppings bar at four other DDA businesses. Director Edwards noted that the DDA is looking for volunteers to help out at the event.

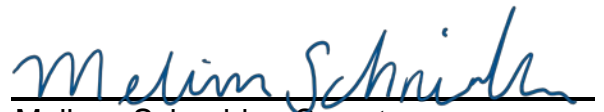
Vice Chair, H. Miller- thanked the board for their nomination and faith in her being Chairperson. She will do her best to lead the board with grace and professionalism. This board will continue to be there for all businesses in the DDA District.

**FUTURE AGENDA ITEMS:** None

**CLOSED SESSION:** None

**ADJOURNMENT:**

The meeting adjourned at 8:07 pm by Vice Chair, H. Miller

  
Melissa Schneider, Secretary