

DDA and Planning Commission Meeting Minutes

Byron Municipal Building

March 21, 2024

Meeting called to order at 6:00pm by Chairperson Vandemark,

Roll Call: Present: Amsterburg, Baker-Murph, Bessenbacher, Brittain, Miller, Russell, Dickinson and Vandemark. Absent at time of Roll Call: Bailey. Total: 8 members were present with 1 absent (Bailey). Also present: Attorney Clint Stevenson of Gormley Law Offices; (Owen Strenski of Lion Bear Ventures appeared prior to the meeting.)

Agenda Approval: Amsterburg motioned to approve agenda for 03/21/2024. Seconded by Russell. Voice Vote. Ayes: Amsterburg, Baker-Murph, Bessenbacher, Brittain, Miller, Russell, Dickinson, and Vandemark. No Nays. Motion passed.

Minutes Approval: Miller motioned to approve minutes with edits from 02/15/2024 DDA/PC meeting. Seconded by Russell. Voice Vote. Ayes: Amsterburg, Baker-Murph, Bessenbacher, Brittain, Miller, Russell, Dickinson, and Vandemark. No Nays. Motion passed.

Communications: Nothing at this time.

Financial Status Report/Payment of Bills: Miller reported balance as of 02/29/2024 as \$82,551.50 per bank statement and Village financial records. Of that balance, \$25,000 is Grant Money. Vandemark accepted the financial report pending audit. Two bills were submitted for payment. Bill from SEDP for \$1,000.00, and C2ae for \$4,000.00. (Village paid \$2,000.00, and Mary paid \$15,000, final bill.) Vandemark required C2ae to correct the map property line of the Pocket Park, change the overlook deck location, and remove the bollards, and resubmit with a better, clear drone shot. DDA owes Village \$2K. Gormley Law Offices bill sent in error; Stevenson said to ignore. Dickinson motioned to submit for payment. Seconded by Baker-Murph. Roll Call Vote. Baker-Murph, Aye. Bessenbacher, Aye. Brittan, Aye. Miller, Aye. Russell, Aye. Dickinson, Aye. Amsterburg, Aye. Vandemark, Aye. Motion passed. No Nays.

Shiatown for Bicentennial: Jeff Vandemark described the plan to raise \$15,000 (could be \$16K-\$17K) for an LED lighted stage/PA/sound system for entertainment at the Bicentennial on Saturday, July 13. Entertainment will be provided at cost by Shiatown, also, potentially, with young local bands. Police will be notified to monitor. No alcohol allowed. Funding will be solicited from 80 businesses in Byron/Linden/Gaines area, along with private donations. Setup will be the day before, sound check at noon, and microphone will be available for use all that day. The video screen behind the stage will

promote sponsors. The ending will be patriotic songs. Discussion included donation levels (Gold \$500, Silver \$250, Bronze \$100.) Baker-Murph suggested adding a Platinum level of \$1,000. Bibbee suggested adding a \$200 level for 200th year.

RRC Update and Village Website: Vandemark noted that that the MEDC and MML funded Board member training, Essentials of Local Government, has been approved, and, after surveyed attendance responses, will take place on April 17, 2024, from 6pm-9pm. Location is TBD (possibly Masons, or Byron Methodist.) Checking to see if the training can be Zoomed, or recorded for missing or new members. Training is for Byron Village Council, Burns Township, and Byron DDA/Planning Commission.

Parks & Rec / Pocket Park Update: Vandemark briefly discussed the Byron Parks Authority between Burns Township, Village of Byron and Byron Schools. The Parks and Recreation Plan has been approved by the Village Council, and they approved the resolution to pay \$2,000 at the March meeting. Byron School Board approved the Plan and agreed to the \$2,000 cost. The Township Board has not yet voted. The Byron Parks Authority could potentially go after ¼ millage (up to 1 millage) to help fund/maintain Parks within the Village. As of this meeting, Articles of Organization are being drafted. Pocket Park - C2ae's concept drawing and cost estimate has been submitted, based on the Community Input meeting on 01/29/2024. Lion Bear Ventures (LBV) has applied for a T-Mobile grant on behalf of the Byron DDA. LBV has made a pitch to Consumers - SEDP "Put Your Town on the Map" campaign/grant for \$20K-\$25K for monies for Pocket Park as the first project to begin the Byron DDA's proposed River Walk Project.

DDA is looking at the example of the City of Perry, and how they are using a PatroniCity grant to fund a playscape in an existing park. This crowd funding grant from MEDC could possibly be used to add equipment at the Pocket Park. Amsterburg distributed a drawing of a new Park sign, called Byron Park, with Bicentennial dates. Replacing the existing Sesquicentennial sign: Amsterburg said grant money is available to do it now, before June.

Events/Fundraisers: The Third Annual Byron DDA Golf Outing is scheduled for Saturday, May 18, 2024 at Willow Brook Golf Course. Owner Kristi McDowell is suggesting a cornhole tournament (at noon), \$40/person cost to include dinner and a band. At 3:00pm, the 9-Hole Golf tournament (\$40/person, will include lasagna dinner). These will be advertised online, with a save-a-date. DDA could charge a cover fee.

The River Regatta will be held, with chances to win prizes (\$1st-\$300, 2nd - \$200, 3rd - \$100) selling chances on 500 ducks (both 500 presale, and the same duck number day of sale, at \$5.00 each), so that 2 winners are possible for any number drawn

Planning Commission

Planning Commission: Vandemark stated that the Byron ~~DDA~~ \$35K grant through Michigan State Housing Development Authority (MSHDA), was awarded to update the Master Plan. Requests for Proposals from planners are being requested to update the current plan.

Other Business: Bibbee presented a flyer advertising a Pick-Up Pie Party to be held April 6 (weather permitting) from 10:00-noon. The purpose of the event is to clean garbage along the banks of the River behind the downtown businesses, to encourage pride in the Village. Bibbee will donate dessert pies for participants, and Dickinson will donate pizza. Baker-Murph offered to bring additional pies as donations. Participants are to bring garbage bags, and be prepared to climb the banks. Knotted ropes will be provided.

Adjournment: Amsterburg motioned to adjourn. Second by Russell. Adjourned at 7:02 pm.



Luanne Bibbee, Recording Secretary

3/21/24



Rob Vandemark, Chairperson

**DDA and Planning Commission Meeting Minutes
Byron Municipal Building
January 18, 2024**

APPROVED MINUTES

Meeting called to order at 6:02 pm by Chairperson Vandemark.

Roll Call: Present: Dickenson, Miller, Bessenbacher, Amsterburg, Bailey, Russell, Baker-Murph, Brittain, Vandemark. Also in attendance, Clint Stevenson from Gormley Law Offices.

Agenda Approval: Motion to approve agenda made by Baker-Murph, seconded by Amsterburg. Voice Vote: All ayes, no nays, Motion passed.

Minutes Approval: Motion to approve December 21, 2023 minutes made by Bessenbacher, seconded by Baker-Murph. Voice Vote: All ayes, no nays. Motion passed,

Communications: Nothing to report.

Financial Status Report - \$83,116.43 Balance as of December 29, 2023 per bank statement. Two bills were presented for payment: Village of Byron presented a bill in the amount of \$1,295 for services rendered for the months of April through December 2023. Gormley Law Offices for \$112.35 for correspondence. Motion made by Dickenson to pay both bills, seconded by Bessenbacher. Roll Call Vote: All ayes, no nays, Motion passes. Financial report approved pending audit.

Semi-Annual TIF Report: Miller read and explained Semi-Annual TIF report spending and contributions. Bessenbacher made a motion to accept the Semi-Annual TIF Report, seconded by Bailey. Roll Call Vote: All ayes, no nays. Motion passed.

Budget Amendments for 2023/2024 Fiscal Year: Miller explained proposed Amendments based on current spending trends. Bessenbacher made a motion to accept the Proposed Amendments to the 2023/2024 Budget, seconded by Amsterburg. Roll Call Vote: All ayes, no nays. Motion passed.

Budget 2024/25 Fiscal Year: Miller explained proposed budget of \$61,350 based on current spending trends. Baker-Murph made a motion to accept the Proposed Budget for 2024/2025, seconded by Dickenson. Roll call vote: All ayes, no nays. Motion passed.

Meeting Dates for 2024/2025: Motion to approve Meeting dates for 2024/2025 made by Brittain. Seconded by Miller. Voice Vote: All ayes, no nays. Motion passed.

Officer Appointment: Amsterburg made a motion to appoint Vandemark as Chairperson, Miller as Treasurer, Baker-Murph as Vice Chairperson, seconded by Bessenbacher. Voice Vote: All ayes, no nays. Motion passed.

RRC Update: Miller researched some forms for the new Village of Byron website. Vandemark will email some forms to board members for review.

Pocket Park/Parks & Rec: There is a public hearing on January 29, 2024 for plan review. Discussion on how to proceed after hearing. Lion-Bear has applied for a grant for portable games.

Events and Fundraisers: We are waiting on a contract from WillowBrook for Golf Outing. Baker-Murph will put out a "Save the Date" post on social media. Other event possibilities were discussed.

Planning Commission: No new business.

Other Business: Public should be advised to call the Village office for snow removal complaints. More available grants were discussed. The Master Plan and Parks and Rec Plan have to be completed and approved so it can be reported to DNR for grant consideration by their deadline. Luanne from the Village Council explained the opportunity of a training seminar by the MML for any Board Member of the DDA or Village Council. Possible dates are being discussed.

Public/Board Comments: Recording Secretary for the DDA position needs to be filled.

Motion to adjourn made by Miller, seconded by Russell. Meeting adjourned at 7:15 pm.



~~Antoinette Prestonise~~
Debra Baker-Murph
Acting Recording Secretary

Date 2-15-2024



Rob Vandemark
Chairperson

Village of Byron
Regular Council Meeting Minutes
March 11, 2024

Meeting called to order at: 7:00 pm by President Bessenbacher

Pledge of Allegiance Led By: President Bessenbacher

Roll Call – Present: Campbell, Guttersohn, Bibbee, Chapman and Bessenbacher. Also Present: Warren, Thomas (Zoning Administrator), Riley and Glass (from the township) and Attorney Clint Stevenson.
Absent: ~~Chapman~~ and 1 vacant seat.

Approval of Agenda: Motion to approve the agenda with the addition of Bicentennial updates under 911, and under new business B) Grant and C) Park Authority. Motion by Guttersohn; seconded by Chapman. Voice Vote: Ayes Campbell, Guttersohn, Bibbee, Chapman and Bessenbacher. Nays: None. Absent: McDowell and Vacant Seat. Motion Passed.

Approval of Minutes: Approval of February 12, 2024 minutes as written; motion by Guttersohn; seconded by Chapman. Voice Vote: Ayes Campbell, Guttersohn, Bibbee, Chapman and Bessenbacher. Nays: None. Absent: McDowell and Vacant Seat. Motion Passed.

Public Comments-Agenda Items: Gregg Warner inquired about three drains and problem not being able to call office from a Spectrum landline. Warren replied that the drains are scheduled and Reed will contact our IT service.

Treasurers Report –Bessenbacher read report. Guttersohn motioned to accept report pending audit; seconded by Chapman. Roll Call Vote: Ayes Campbell, Guttersohn, Bibbee, Chapman and Bessenbacher. Nays: None. Absent: McDowell and Vacant Seat. Motion Passed.

Approval of Bills: Campbell reported total of 44 Checks: 129E, 28357-28399 for a total of \$115,317.70 Guttersohn asked about 2 checks for Miss Dig that appeared to be a double payment. Guttersohn motioned to pay the bills with the exception of the 2 Miss Dig Checks (28364 &28381); seconded by Bibbee. Roll Call Vote: Ayes Campbell, Guttersohn, Bibbee, Chapman and Bessenbacher. Nays: None. Absent: McDowell and Vacant Seat. Motion Passed.

Bills Awaiting Approval (Blue Folder)- None

Committee Reports: None

Zoning Administrator: Thomas, he received calls on the Red Mill and the zoning.

Police Report- Guttersohn read report. Bessenbacher explained about the police pickup.

DPW Report – Warren explained about the radium leaks and control issues. Waiting for the State and another test. He added that he was working on paving and sidewalk estimates and may need to have a special meeting for approval. Reed explained the brush memo.

Cemetery Report: Bessenbacher read report. Mary Lou asked about a flag pole light.

Village of Byron
Regular Council Meeting Minutes
March 11, 2024

DDA Report: None

Commissioner Report: Howard said a new freezer was purchased for the jail and employees replaced. He talked about house hold waste collection and that Pleasant View was up for renewal. He explained about property from land bank going to the County that will be updated for new housing. County going to County Park System for a grant to update Kirby Park.

911 Commission: None

Bicentennial Committee and Bibbee explained the need for a letter from the President of the United States. She asked about the sign for the park and updated signs for the roads with new logo. Warren will check into signs and he will replace the old signs.

Old Business:

Verizon Tower: Reed explained the call received from Verizon representative and said he would call Vandemark for all updates. Council said all communications for the Village and DDA shall go through the Clerk.

Township Hall: Glass and Riley talked about being inline for a grant and that they have an agreement to buy the property, which is a little over 3 acres, for new town hall. It will contain offices, voting area, library and community center. They will need water/sewer hookup fees and 2 driveways. The new hall will have a vested interest in the Village and may enable the Village to go after more grants. Bibbee asked about Village offices and Township reply was that the building could be added onto, if they obtain the funds to do so. Sidewalk will be added.

New Business:

Letters of Interest: Vacant Seat: Tabled. Notification will be reposted and addressed in April.

Grant Agreement Resolutions: Clint, Village Attorney, explained the Housing Grant and that Village could obtain grant money to update master plan and give Bessenbacher authority to sign. Bessenbacher motion to approve the resolution; seconded by Bibbee. Roll Call Vote: Ayes Campbell, Guttersohn, Bibbee, Chapman and Bessenbacher. Nays: None. Absent: McDowell and Vacant Seat. Motion Passed. Clint explained the second resolution and Bessenbacher motioned to approve it; seconded by Guttersohn. Roll Call Vote: Ayes Campbell, Guttersohn, Bibbee, Chapman and Bessenbacher. Nays: None. Absent: McDowell and Vacant Seat. Motion Passed.

Park Authority: Bessenbacher explained that the agreement would be between the school, Village, DDA and Township with each contributing \$2000.00 to get it up and running. Township will present at their next meeting. Motion by Bibbee to accept the Park Authority and \$2000.00; seconded by Guttersohn. Roll Call Vote: Ayes Campbell, Guttersohn, Bibbee, Chapman and Bessenbacher. Nays: None. Absent: McDowell and Vacant Seat. Motion Passed.


Village of Byron
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March 11, 2024

Public Comments: Riley explained all who needs to run and will get Reed the paperwork.
Warner told about the Irish dinner on March 16th at the Mason's from 5-7:30 pm or until gone.

Any Other Business from Council /Comments: Bibbee said thank you for councils help in reuniting the lost dog with the owner. Also, reminded of the training to take place on April 16th or 17th. She explained the trash pickup party. Reed will get posted on website and Facebook.

Items For Next Agenda: Letters of Interest

Meeting Adjourned at: 7:56 pm; motioned by Bessenbacher and seconded by Guttersohn. Voice Vote: Ayes Campbell, Guttersohn, Bibbee, Chapman and Bessenbacher. Nays: None. Absent: McDowell and Vacant Seat. Motion Passed.



Marsha Reed, Clerk

4/8/24

Date



Vicki Bessenbacher, President

Village of Byron
Special Council Meeting Minutes
March 27, 2024

Meeting called to order at: 7:00 pm by President Bessenbacher

Pledge of Allegiance Led By: President Bessenbacher

Roll Call – Present: Chapman, Guttersohn, Campbell, McDowell, Bibbee and Bessenbacher. Warren present. 1 vacant seat.

Approval of Agenda: Motion to approve the agenda by Guttersohn; seconded by Chapman. Voice Vote: Ayes: Campbell, Guttersohn, Bibbee, Chapman and Bessenbacher. Nays: None. Absent: None. 1 vacant seat. Motion Passed.

Public Comments-Agenda Items: None

New Business:

Road Paving and Sidewalks: Warren explained major street paving cost for West Maple; \$53,800.00, Seal Crack Lehring Rd; \$1,400.00, Sidewalk Saginaw St; \$28,140.00 which DDA agreed to pay ½, Lines/crosswalks/post office/ 3 way stop bars etc. \$1,500.00. Local street crack seal for all local streets \$14,000.00 and Municipal parking lot crack seal and seal coated \$1,625.00. Motion by Guttersohn to approve all paving, sidewalks and repairs for 2024; seconded by McDowell. Roll Call Vote: Ayes: Campbell, Guttersohn, Bibbee, Chapman and Bessenbacher. Nays: None. Absent: None. 1 vacant seat. Motion Passed.

Public Comments: None

Any Other Business from Council /Comments: None

Items For Next Agenda:

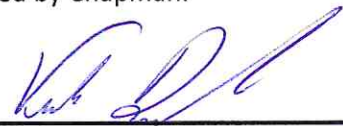
Meeting Adjourned at: 7:09 pm; motioned by Bessenbacher and seconded by Chapman.



Marsha Reed, Clerk

4-8-24

Date



Vicki Bessenbacher, President