



The Village of
Port Sanilac

56 N. Ridge St. • Box 628 • Port Sanilac, MI 48469-0628 • Ph. (810) 622-9963 • Fax (810) 622-7801

Approved Meeting Minutes
Village of Port Sanilac Council Meeting
October 18, 2022

The Pledge of Allegiance to the Flag of the United States of America was led by Mike Balysh.

President Mach called the Council Meeting to order at 7:01 pm.

Council Members Present: M. Balysh, S. Balysh, J. Davis, R. Lange, J. Southard, R. Mach

Staff Present: Don Morath, Larry O'Keefe, Barbara Rabineau

Guests: Sgt. Armstrong, John Haman, Sgt. Moore, A.J. Pellegrino, Bill Sarkella, Jeff Smeader, Jim Sroka, Kenn Wimmer

Agenda/Additions:

No agenda additions.

Village Departments, Committees, and Commissions:

Public Safety: Don Morath

a. Sheriff's September Incident Report was presented by Sgt. Armstrong.

b. Sgt. Moore discussed illegal drugs in the Port Sanilac area and Don Morath spoke regarding the precautions for the upcoming Halloween candy distribution.

Harbor: Anne Soule

a. The Harbor Master Report was read into the record.

a1. **Motion** by J. Davis, seconded by M. Balysh to approve Port Sanilac Municipal Harbor Boat Well Permit Agreement, subject to Corporate Council legal review. **Motion Carried.**

a2. **Motion** by M. Balysh, seconded by R. Lange to approve waterways rate schedule 4 for seasonal rates for the 2023 boating season and transient rate D, in accordance with the waterways rate schedule, for the 2023 boating season. **Motion Carried.**

b. Harbor Oversight Committee Meeting Minutes dated October 10, 2022 were presented by Jon Davis.

b1. **Motion** by J. Davis, seconded by J. Southard to approve MacMillan Associates' Proposal 2022-01137 for \$\$8,750.00 for the electrical engineering design and drafting services for a new main electrical service to replace existing equipment damaged at the Harbor. **Motion Carried.**

b2. **Motion** by J. Davis, seconded by M. Balysh to approve Zimmerman and Sons Electric, LLC Proposal dated October 5, 2022 for \$5,000.00 to perform exposure and assessment of damaged electrical equipment and wiring preliminary work. **Motion Carried.**

Parks & Recreation: Dan Finn

a. Parks & Recreation Report was presented by Dan Finn.

Finance Committee:

a. Finance Committee Meeting Minutes dated October 11, 2022 were presented by Larry O'Keefe.

a1. Motion by R. Lange, seconded by J. Southard to renew the Bond Anticipation Loan for \$190,000.00 at a rate of 4.5% per annum for one year through Exchange State Bank, as recommended by the Finance Committee. **Motion Carried.**

a2. Motion by R. Lange, seconded by S. Balysh to authorize the purchase of the Lighthouse Park for \$60,500.00 using the General Fund surplus, as recommended by the Finance Committee. **Motion Carried.**

a3. Motion by R. Lange, seconded by J. Southard to approve Sight and Sound invoice for \$755.95 covering the costs for the domain, WIX, maintenance and edits and updates, as recommended by the Finance Committee. **Motion Carried.**

a4. Motion by J. Southard, seconded by J. Davis to approve Agri-Valley Services proposals for the installation of fiber and conversion to VOIP for Village phones and internet service as follows:

- Fiber and internet installation for \$1,150.00 and monthly fees of \$150.00
- VOIP phone services monthly fee of \$158.00,

as recommended by the Finance Committee. **Motion Carried.**

a5. Motions to increase the utility bill late fee from 10% to 15% and increase the trash and recycling \$5.00 per quarter due to increased fuel surcharges, as recommended by the Finance Committee, were tabled to obtain additional information.

a6. Motion by S. Balysh, seconded by J. Southard to approve the Sanilac County Planning Commission's request for Community Visioning Sessions to be held at the Bark Shanty Community Center as a community use, as recommended by the Finance Committee; subject to facility availability and submitting the Facility Use Check List Form. **Motion Carried.**

a7. Motion by J. Southard, seconded by J. Davis to approve a one-year extension for the Harbor Park Passport Grant, as recommended by the Finance Committee, and authorize Larry O'Keefe, Grant Coordinator, to sign the Recreation Passport Grant Program Agreement Amendment. **Motion Carried.**

Motion by R. Mach, seconded by J. Southard to add Public Comment after the Finance Committee Meeting Minutes. **Motion Carried.**

Public Comment:

Bill Sarkella gave a county level report.

Governance Committee:

a. Governance Committee Meeting Minutes dated October 13, 2022 were presented by Larry O'Keefe.

a1. Motion to approve A. Karr proposal, subject to Michigan laws and in coordination with Mahar Wildlife Control, for pest control at the wastewater lagoons, as recommended by the Governance Committee, has been tabled to obtain additional information.

Meeting Minutes October 18, 2022

a2. **Motion** by J. Davis, seconded by M. Balysh to approve updated Harbor Master Employment Agreement, subject to Corporate Council legal review, as recommended by the Governance Committee. **Motion Carried.**

a3. **Motion** by M. Balysh, seconded by S. Balysh to approve Parks and Recreation/Activities Co-Ordinator Employment Agreement, subject to Corporate Council legal review, as recommended by the Governance Committee. **Motion Carried.**

a4. **Motion** by R. Mach, seconded by M. Balysh to approve Assistant Parks and Recreation/Activities Co-Ordinator Employment Agreement, subject to Corporate Council legal review, as recommended by the Governance Committee. **Motion Carried.**

Planning Commission:

- a. Planning Commission Approved Meeting Minutes dated August 23, 2022 were submitted.
- b. Planning Commission Unapproved Meeting Minutes dated September 27, 2022 were submitted.

Presentations: None

Petitions and Communications: None

Presidential Appointments: None

New Business: None

Previous Business: None

Bills:

- a. **Motion** by R. Lange, seconded by J. Davis to approve Harbor bills **PAID** dated October 6, 2022 in the amount of \$334.60. **Motion Carried.**
- b. **Motion** by R. Lange, seconded by M. Balysh to approve Village bills **PAID** dated October 10, 2022 in the amount of \$3,262.47. **Motion Carried.**
- c. **Motion** by R. Lange, seconded by J. Southard to approve Village bills **TO BE PAID** dated October 18, 2022 in the amount of \$53,827.26. **Motion Carried.**
- d. **Motion** by S. Balysh, seconded by J. Davis to approve Harbor bills **TO BE PAID** dated October 19, 2022 in the amount of \$ 775.69. **Motion Carried.**

18. Minutes:

Motion by S. Balysh, seconded by R. Mach to approve the Council Meeting Minutes dated October 4, 2022, as presented. **Motion Carried.**

Business Manager: Larry O'Keefe – nothing additional to report.

Clerk: Barbara Rabineau

- a. The Ordinances are posted on the Website; the project is complete.

Meeting Minutes October 18, 2022

b. Agenda line-item order changes are suggested to allow departments, committees, and commissions to present earlier in the meeting.

Motion by R. Lange, seconded by R. Mach to change the order of the Council Meeting Agendas as follows:

1. Pledge of Allegiance to the Flag of the United States of America
2. Council Meeting call to order
3. Roll Call
4. Motion to approve the Agenda and Agenda Additions, if applicable
5. Public Comment
6. Presidential Appointments
7. Presentations
8. Petitions and Communications
9. Village Departments, Committees, and Commissions
10. New Business
11. Previous Business
12. Bills
13. Minutes
14. Business Manager
15. Clerk
16. Work in Progress
17. Public Comment
18. Closed Session
19. Adjournment

Motion Carried.

Work in Progress:

a. 2020 Water Project – Recommendation from Rowe Professional Services Company.

Motion by R. Mach, seconded by R. Lange to begin the Water Project engineering design work now to keep the project on track for completion in June 2024.

Roll Call Vote: M. Balysh yes, S. Balysh yes, J. Davis yes, R. Lange yes, J. Southard yes, R. Mach yes.

Public Comment:

a. Jim Sroka advised the Harbor will be shocked to determine fish populations.

b. Don Morath advised the Halloween event at the Museum was very successful; it brought in over 2,000 guests without incident.

Adjournment:

Motion by J. Davis, seconded by J. Southard to adjourn the council meeting at 8:42 pm. **Motion Carried.**



Barbara Rabineau, Clerk