

**PORT SANILAC HARBOR COMMISSION**  
**July 27, 2021 Regular Meeting**

**OPEN MEETING:** Meeting called to order by Chairman Poirier at 7:06 pm, followed by Pledge of Allegiance and swearing in of Commissioners Harper & Henry to new terms.

**ROLL CALL:** *Present-* Henry, Harper, Zentgrebe, Poirier, Grammatico, Sroka, Thurston, HM Trowhill, Liaison Lange. *Absent-*none

**APPROVE AGENDA:** **Motion** by Sroka, 2nd by Thurston, to approve agenda with amendments (Master Control Handbook & Mail Boxes), motion passed.

**APPROVE MINUTES:** **Motion** by Grammatico, 2nd by Harper, to approve minutes as printed, motion Passed.

**LETTERS RECEIVED:** none

**GUESTS WISHING TO SPEAK:** none

**FINANCIAL REPORT:** Commission Treasurer Zentgrebe read front page of Financial Statement for July. Upon review, Commissioner Sroka asked if Financial report was inclusive of entire month of July with No days information missing, HM assured Commission it was complete. **Motion** to pay bills as read by Commission secretary Thurston (3 of 4 weeks of July available), 2nd by Zentgrebe, motion passed.  
Bills for July, by week: July 7: \$8,194.71    July 13: 410,998.10    (no July 20)    July 27: \$10,637.41

**COMMITTEE REPORTS:** 5 year Plan-no meeting yet, committee is gathering info. ; Near Term Project Planning & Funding-prioritizing needs & importance at present.

**HARBORMASTER'S REPORT:** a) Financial policies being worked on with village office. Square, our Credit Card processing software, and village policies being brought into synchronization. b) Harbor Policy to deal with abandoned boats in Harbor being drafted with assistance from village liaison Officer and Sheriff's Department; former owners have deadline for response before boats are to be Considered as abandoned legally. c) Plumbing issue in club room sink still needs to be fixed, and the Valves that failed in utility room need replacement as well. HM to look into immediate repair. d) Harbor will lose staff in next weeks, operating and repairs will need to proceed with possibility Of one or two replacements in August/September. HM concerned phone calls will be lost with

Fewer staff available. e) Harbor switched to Xfinity wireless access, so heavy internet use is able To be handled by system during busy weeks in summer. f) Looping boaters (Great Lakes Loop) Have been stopping as Canada is still closed to recreational boat traffic. This means more transient Traffic and fuel sales. g) Water testing will complete water line project. HM pressing company to Complete duties as soon as possible. h) Electric locks on shower doors fix has been identified, and Repairs are pending as supplies to fix locks are acquired.

OLD BUSINESS: none

NEW BUSINESS: 1. Policy and Procedures Documentation-documents being discussed/drafted with Regards to financials, maintenance, slip waiting list, employment, transients, website links after Village council requested more info. 2. Authorized Signatory for HC checks, 2nd signer-**Motion** by Sroka, 2nd by Grammatico, to appoint Craig Thurston as official 2nd signatory for Harbor checking Account as needed, motion passed. 3. Roll over CD at Exchange Bank-CD was rolled over on a six-Month term.\*\* 4. Sidewalk/drain repair-because of location of handicapped access to dock from the Street, water runs onto sidewalk, then washes away soil and fill below sidewalks, creating a dangerous Gap beneath walkway. Village Manager and Commission have been discussing immediate fixes, esp. After Public safety personnel asked we look into repairs for safety purposes. Much discussion; this Commission agreed to table item to repair until Village Manager has more information on repairs Necessary and timeline to make those repairs, plan is to gain estimates as soon as possible. More Discussion; **Motion** by Sroka, 2nd by Grammatico, to authorize HM to tape/rope off area from all Use until repairs are made, includes moving machines from affected areas. Motion passed. 5. State Of the Harbor presentation to village council TBD, possibly at Special Meeting. 6. Commission Requested HM develop Master Control Handbook including information requested in #1, and that Commission be issued mailboxes in office to keep Commission informed on harbor happenings as Directed in #1. 7. Lane from Oldfield to North Lake Street-Commission had questions about the land Harbor holds allowing access from Oldfield Lane (in platbook) to North Lake Street. Motion by Sroka, 2nd by Thurston, to hire surveyor J. Millitecs to survey and re-stake the parcel Harbor owns, motion Passed. Correction: **\*\*Motion** made by Grammatico, 2nd by Harper, to roll over CD for 6 mos. at Exchange State Bank, motion passed.

MEETING ADJOURNED-at 9:12 pm, next meeting is August 31, 2021 at Harbor club room, 7:00 pm.

Respectfully submitted,

*Craig Thurston*

Commission Secretary