



The Village of  
**Port Sanilac**

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**Approved Meeting Minutes**  
Village of Port Sanilac Council Meeting  
May 21, 2024

The Pledge of Allegiance to the Flag of the United States of America was led by A. True.

President Pro-Tem Balysh called the Council Meeting to order at 7:01 pm.

**Council Members Present:** M. Balysh, S. Balysh, L. Hahn, B. Hunter, B. Simon, A. True

**Council Members Absent:** D. Falcon

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

**Guests:** Lt. Moore, Doug Scott, Jeff Smeader, Jenny Sroka, Jim Sroka

**Agenda/Additions:**

a. Move 17a to 7b.

**Motion** by B. Hunter, seconded by L. Hahn to approve Agenda and Revision. **Motion Carried.**

**Public Comment:** None

**Presidential Appointments:** None

**Presentations:**

a. Damien Falcon presentation moved to June 4, 2024.

b. Doug Scott from Rowe Professional Services Company reviewed bids/process for the Booster Pump Station and the S. Lake Water Main Replacement. He indicated that the S. Lake Water Main Replacement bid is based on "unit pricing."

**b1. Motion** by B. Hunter, seconded by B. Simon to award the Booster Pump Station Contract to Booms Construction, Inc. for \$768,400.00, as recommended by Rowe Professional Services Company and contingent upon USDA-RD approval.

**Roll Call Vote:**

M. Balysh yes, S. Balysh yes, L. Hahn yes, B. Hunter yes, B. Simon yes, A. True yes, D. Falcon absent

**Motion Carried.**

**b2. Motion** by B. Hunter, seconded by A. True to award the S. Lake Street Water Main Replacement Project Contract to Raymond Excavating Company for \$1,285,481.14, as recommended by Rowe Professional Services and contingent upon USDA-RD approval.

**Roll Call Vote:**

M. Balysh yes, S. Balysh yes, L. Hahn yes, B. Hunter yes, B. Simon yes, A. True yes, D. Falcon absent

**Motion Carried.**

**Petitions and Communications:**

- a. Prior Resolutions regarding the Sanilac East Fire Authority were submitted:
  - i. Resolution #02-2023 – To Withdraw from Sanilac East Fire Authority (informational).
  - ii. Resolution #03-2023 - To Dissolve the Sanilac East Fire Authority (informational).
  - iii. Resolution #06-2023 – A Resolution Rescinding Resolution #03-2023 – A Resolution to Dissolve the Sanilac East Fire Authority (informational).

a1. New Resolution Number: #06-2024 – A Resolution to Rescind Withdrawal from the Sanilac East Fire Authority (Ref. Resolution #02-2023) was tabled.

**Motion** by M. Balysh, seconded by L. Hahn to approve Resolution Number: #06-2024 – A Resolution to Rescind Withdrawal from the Sanilac East Fire Authority was tabled. **Motion Carried.**

**Training:** None

**Village Departments, Committees, and Commissions:**

**Governance:**

- a. Sheriff's April Incident Report was presented by Lt. Moore.
- b. Harbor Master's Report dated May 14, 2024 was presented by Anne Soule.

**Community Development/Parks and Recreation:**

- a. Parks & Recreation April Report dated May 15, 2024 was submitted.
- b. Community Development/Parks and Recreation Meeting Minutes dated May 13, 2024 was presented by Sue Balysh.

**Finance Committee:**

- a. Finance Committee Meeting Minutes dated May 7, 2024 were presented by Larry O'Keefe.
  - a1. **Motion** by B. Hunter, seconded by L. Hahn to approve proposed Law Enforcement Plan and \$35,000.00 budget line item, noting additional funding was available in the account should the extra money become necessary to provide police coverage, as recommended by the Finance Committee. **Motion Carried.**
  - a2. **Motion** by S. Balysh, seconded by B. Simon to approve Cleaning Services Proposal for \$7,070.00 as a line-item amount allocated between the Bark Shanty Community Center and building maintenance, as required; as recommended by the Finance Committee. **Motion Carried.**
  - a3. **Motion** by B. Simon, seconded by L. Hahn to approve the proposed Annual Fee Schedule changes in Attachment A as part of the adopted 2024-2025 Budget, as recommended by the Finance Committee. **Motion Carried.**
  - a4. **Motion** by B. Hunter, seconded by A. True to approve the Capital Improvement Plan 2024-2030 as part of the 2024/2025 Budget. **Motion Carried.**

**New Business:**

- a. B. Hunter advised the Village of Port Sanilac was awarded a grant for \$250 for pickleball equipment.

**Unfinished Business:**

a. Sanilac East Fire Authority – Negotiations Update was given by L. Hahn.

a1. 2024 SEFA Funding and Management Proposal Summary – FINAL DRAFT was submitted.

**Motion** by A. True, seconded by S. Balysh to approve forwarding 2024 SEFA Funding and Management Proposal Summary – FINAL DRAFT to Corporate Counsel for review. **Motion Carried.**

a2. Sanilac East Fire Authority – Monthly Meeting Update was submitted. Jim Sroka advised the SEFA Budget Process has been put on hold until details are finalized with the new SEFA agreement.

**Bills:**

a. **Motion** by B. Hunter, seconded by S. Balysh to approve Village bills **PAID** dated May 14, 2024 in the amount of \$24,567.89. **Motion Carried.**

b. **Motion** by B. Hunter, seconded by L. Hahn to approve Harbor bills **PAID** dated May 15, 2024 in the amount of \$660.17. **Motion Carried.**

c. **Motion** by A. True, seconded by S. Balysh to approve Village bills **TO BE PAID** dated May 21, 2024 in the amount of \$5,179.03. **Motion Carried.**

d. **Motion** by S. Balysh, seconded by L. Hahn to approve Harbor bills **TO BE PAID** dated May 22, 2024 in the amount of \$932.40. **Motion Carried.**

e. **Motion** by B. Hunter, seconded by B. Simon to approve Water Project bill **TO BE PAID** dated May 23, 2024 in the amount of \$10,500.00. **Motion Carried.**

**Minutes:**

**Motion** by B. Hunter, seconded by L. Hahn to approve the Council Meeting Minutes dated May 7, 2024, as presented. **Motion Carried.**

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

**Clerk:** Barbara Rabineau

a. 3<sup>rd</sup> Quarter Newsletter submission deadline is June 7, 2024 (to B. Simon or Clerk).

**Work in Progress:**

a. 2022 Water Project – Nothing additional to report.

**Public Comment:** None

**Adjournment:**

**Motion** by S. Balysh, seconded by L. Hahn to adjourn the council meeting at 7:52 pm. **Motion Carried.**



Barbara Rabineau, Clerk