



The Village of  
**Port Sanilac**

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**Approved Meeting Minutes**  
Village of Port Sanilac Council Meeting  
August 15, 2023

The Pledge of Allegiance to the Flag of the United States of America was led by Jon Davis.

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

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

**Council Member Absent:** D. Falcon

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

**Guests:** Susan Anderson, Marion Barth, Beau Beaudrie, Julie Beaudrie, Patti Cowan, Pat Craig, Mary Curran, Caroline Falls, Nicole Falls, Susan Hug, Gail Innis, Marie Kidder, Phil Kolakovich, Renee Laine, Richard Limbacher, Ken Lind, Jeff Lyall, Wayne Milburn, Debbie Mintz, Greg Mullins, Sharon Mullins, Lori Moran, Louis Moro, Marla Moro, Donna Myska, Carol Nader, Mike Owen, Kathleen Poirier, Kathryn Rafferty, John Rogers, Susanne Shagena, Mary Simon, Jeff Smeader, Lori Southard, Jenny Sroka, Jim Sroka, Stacie Stoutenburg, Don Thomas, Watkins, Detective Wendling,

**Agenda/Additions:**

1. Resolution Number #06-2023. A Resolution to "temporarily" change the council meeting day from the first and third Tuesday of the month to the first and third Thursday of the month until December 31, 2023.
2. Harbor Insurance Coverage – 2023/2024 through EMC Insurance Company.
3. Motion to reaffirm Zoning Ordinances adopted on November 17, 2020, December 1, 2020, and December 15, 2020.

**Motion** by J. Davis, seconded by R. Mach to approve Agenda and Additions. **Motion Carried.**

**Public Comment:**

- a. Residents spoke regarding SEFA and MFR services for the Village.
- b. Mary Simon and other residents suggested a town hall meeting take place to provide a forum for questions and answers.

**Presidential Appointments:** None

**Presentations:** None

**Petitions and Communications:**

- a. UHY, LLP Certified Public Accountants three-year contract dated August 3, 2023 was submitted.
- b. UHY, LLP Certified Public Accountants Engagement Letter dated August 3, 2023 was submitted.
- c. Email from Sanilac Township dated August 7, 2023 regarding Fire and MFR Coverage Areas was submitted.
- d. EMC Insurance Renewal Letter - Village dated July 17, 2023 – Updated August 8, 2023 was submitted.
- e. Harbor Insurance Coverage – 2023/2024 through EMC Insurance Company. **Motion** to renew Harbor Insurance Policies was tabled awaiting additional information. A special meeting will be scheduled to meet the September renewal deadline.

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

**Public Safety:** Don Morath

- a. Sheriff's July Incident Report was presented by Detective Wendling.
- b. Public Safety Committee Meeting Minutes dated August 8, 2023 were presented by R. Mach.
- c. Memo from D. Morath dated July 31, 2023 regarding animal control was submitted.

**Harbor:**

- a. Harbor Master's Report dated July 13, 2023 - August 8, 2023 was presented by J. Davis.
- b. Harbor Oversight Committee Meeting Minutes dated July 24, 2023 were submitted.

**Parks and Recreation:**

- a. Parks & Recreation Report was presented by Sue Balysh.
- b. Parks & Recreation Report was submitted by Dan Finn.

**Finance Committee:**

- a. Finance Committee Meeting Minutes dated August 8, 2023 were presented by Larry O'Keefe.
  - a1. **Motion** by R. Mach, seconded by M. Balysh to approve EMC Insurance proposal for \$19,706.00 for Village Insurance Policies, as recommended by the Finance Committee. **Motion Carried.**
  - a2. **Motion** by R. Mach, seconded by M. Balysh to approve Pro Tech proposal for cameras, camera updates, storage, monitoring and networking the camera feeds to a central storage from various locations in the Village; charge as follows: Buildings and Grounds - \$6,389.00 Account 265-930-0, Bark Shanty Community Center - \$3,053.70 Account 296-930-0 and Harbor - \$2,465.00 less cost of telephoto for Harbor Park coverage Account 586-100-930, as recommended by the Finance Committee. **Motion Carried.**
  - a3. **Motion** by M. Balysh, seconded by S. Balysh to approve Elite Overhead Doors proposal for \$935.00 for a power door opener at the DPW main garage; charge account 441-930-05, as recommended by the Finance Committee. **Motion Carried.**

**a4. Motion** by R. Mach, seconded by S. Balysh to approve services for tree trimming along Village streets and right of ways for not to exceed \$5,000.00 to be directed by DPW personnel; charge equally to accounts 202-803-0 and 203-803-0, as recommended by the Finance Committee. **Motion Carried.**

**a5. Motion** by S. Balysh, seconded by J. Southard to approve purchase of replacement filters for three Vaniman air filters for \$1,400.00 plus shipping; charge account 265-930-0, as recommended by the Finance Committee. **Motion Carried.**

**Governance Committee:**

a. Governance Committee Meeting Minutes dated August 10, 2023 were presented by Larry O'Keefe.

**a1. Motion** by J. Davis, seconded by M. Balysh to approve a three-year contract from UHY, LLP to provide auditing services through 2025, as recommended by the Finance and Governance Committees. **Motion Carried.**

**a2. Motion** by J. Davis, seconded by R. Lange to approve letter of engagement from UHY, LLP, as recommended by the Finance and Governance Committees. **Motion Carried.**

**a3. Motion** by J. Southard, seconded by J. Davis to approve AT&T Metro Act Right of Way Permit Extension, as recommended by the Governance Committee. **Motion Carried.**

**New Business:**

a. Resolution Number #06-2023. **Resolution** offered by M. Balysh, seconded by S. Balysh to "temporarily" change the council meeting day from the first and third Tuesday of the month to the first and third Thursday of the month until December 31, 2023.

**Roll Call Vote:** M. Balysh yes, S. Balysh yes, J. Davis no, R. Lange no, R. Mach no, J. Southard no. **Resolution Failed.**

**a1. Motion** by R. Mach, seconded by J. Davis to direct Clerk to schedule a show cause hearing with Council President regarding attendance.

**Roll Call Vote:** M. Balysh yes, S. Balysh yes, J. Davis yes, R. Lange no, R. Mach yes, J. Southard yes. **Motion Carried.**

**Previous Business:** None

**Bills:**

a. **Motion** by J. Southard, seconded by R. Mach to approve Village bills **PAID** dated August 8, 2023 in the amount of \$11,273.51. **Motion Carried.**

b. **Motion** by S. Balysh, seconded by J. Davis to approve Village bills **TO BE PAID** dated August 15, 2023 in the amount of \$15,764.36. **Motion Carried.**

c. **Motion** by R. Mach, seconded by M. Balysh to approve Harbor bills **TO BE PAID** dated August 16, 2023 in the amount of \$31,170.04. **Motion Carried.**

**Minutes:**

**Motion** by J. Davis, seconded by J. Southard to approve the Council Meeting Minutes dated August 1, 2023, as presented. **Motion Carried.**

**Business Manager:** Larry O'Keefe

a. **Motion** by J. Davis, seconded by R. Mach to schedule a Zoning Board of Appeals Meeting on August 29, 2023 at 7:00 pm at the Bark Shanty Community Center, Room #3. **Motion Carried.**

b. **Motion** by R. Mach, seconded by J. Davis to reaffirm Zoning Ordinances adopted as follows:

- **Section 7.4.1 Under Prohibited Signs Remove letter "E" Video screens, LED signs, and electronic reader boards**

**Proposed: October 22, 2019**

- **Add Central Business District Boundaries to the Zoning Districts map: West boundary – west side of Ridge St. South boundary – north side of Cherry St. North boundary – south side of Ontario St. East boundary – village property north of Main St., and south of Main St. to Cherry St. extend to the water See Map**

**Proposed: July 28, 2020**

- **Section 13.2.4 Uses Permitted by Right: Delete the following: Multi-family dwellings; Campgrounds; Stadiums; Churches; Public or community assembly buildings; Schools; Funeral homes; Private airports, aircraft, landing pads or strips.**

**Proposed: July 28, 2020**

- **Section 11.1.11 Add the words "per unit" at the end of paragraph B. 3.**

**Proposed: July 28, 2020**

- **Section 3.32 Change the title to: "Temporary Dwellings/Recreational Vehicles"**

**Proposed: July 28, 2020**

- **Section 3.32.1 Temporary Dwellings – Delete paragraph E**

**Proposed: July 28, 2020**

- **Add Section 3.32.2 Temporary Dwelling/Recreational Vehicle**

**A. The owner of a parcel of land may park or store no more than 2 recreational vehicles upon residential premises, and shall comply with all setback requirements as outlined in these zoning ordinances. For property abutting on Lake Huron, no recreational vehicle shall be parked or stored in the front yard space of the parcel of land or premises.**

**B. A recreational vehicle that is parked or stored by the owner on a parcel of land attached to the primary residence or premises owned or occupied by the same owner, shall not be occupied as a dwelling.**

**C. A recreational vehicle that is not owned by the owner of the parcel of land attached to the primary residence shall not be parked, stored, or occupied upon said parcel of land or premises for more than 14 cumulative days in any 120-day period.**

**D. One recreational vehicle brought by visitors for traveling purposes may be occupied and allowed for 14 cumulative days out of a calendar year if the visitors occupying said trailer use the sanitary facilities of the dwelling of the property owner or occupants they are visiting, or make other suitable provisions for sanitary facilities. Such vehicle shall comply with all setback requirements as outlined in these zoning ordinances, and shall not be parked on any easement.**

**Motion Carried.**

**Clerk:** Barbara Rabineau

a. Amended Fee Schedule dated August 2, 2023 was submitted.

b. Website Update was provided by Clerk.

**Work in Progress:**

a. 2022 Water Project – no update

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**Public Comment:**

- a. Residents spoke again regarding a town hall meeting. **Motion** by M. Balysh, seconded by S. Balysh to schedule a town hall meeting through the Governance Committee. **Motion Carried.**
- b. John Rogers commented on tree limbs needing attention and lack of pet owners cleaning up after pets.
- c. Louis Moro requested that Council packets be made available on the website.

**Adjournment:**

**Motion** by J. Southard, seconded by J. Davis to adjourn the council meeting at 8:11 pm. **Motion Carried.**



Barbara Rabineau  
Clerk

