



The Village of  
**Port Sanilac**

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**Approved Meeting Minutes**  
Village of Port Sanilac Council Meeting  
March 19, 2024

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

President Pro-Tem Balysh called the Council Meeting to order at 7:04 pm.

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

**Council Members Absent:** Amy True, Damien Falcon

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

**Guests:** John Rogers, Jeff Smeader, Mary Simon, Jenny Sroka, Jim Sroka

**Agenda/Additions:**

1. Direct Don Morath to assist Anne Soule, Harbor Master, with grant application for the Harbor.
2. Appoint John Rogers to the Village of Port Sanilac Planning Commission.

**Motion** by B. Hunter, seconded by B. Simon to approve Agenda and Additions. **Motion Carried.**

**Public Comment:** None

**Presidential Appointments:**

a. **Motion** by S. Balysh, seconded by L. Hahn to direct Don Morath to assist the Harbor Master in preparing a grant application for the Harbor. **Motion Carried.**

b. **Motion** by S. Balysh, seconded by L. Hahn to confirm appointment of John Rogers to the Village of Port Sanilac Planning Commission, as recommended by the Personnel Committee; term expires June 30, 2026. **Motion Carried.**

**Presentations:** None

**Petitions and Communications:** None

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

**Governance:**

a. Sheriff's February Incident Report was submitted. February and March Incident Reports will be presented at the April 16, 2024 Council Meeting.

b. Harbor Master's February Report dated March 12, 2024 was read into the record by the Clerk.

**Community Development/Parks and Recreation:**

a. Community Development/Parks & Recreation Meeting Minutes dated March 4, 2024 were presented by Sue Balysh. Grant training was provided by Linda Hahn, Trustee; documentation of committee training sessions has been implemented.

## March 19, 2024 Meeting Minutes

### Finance:

a. Finance Committee Meeting Minutes dated March 5, 2024 were presented by Larry O'Keefe.

a1. **Motion** by M. Balysh, seconded by B. Simon to approve Agri-Valley Services proposal for fiber, equipment, and installation for \$1,727.80 charged to account 591-100-803, and Agri-Valley Services proposal for 36-month router lease for \$75.00 per month and \$100.00 activation fee charged to account 591-100-920, as recommended by the Finance Committee. **Motion Carried.**

a2. **Motion** by L. Hahn, seconded by B. Simon to approve the following Thumb Bank & Trust Bond Anticipation Loan changes, as recommended by the Finance Committee; 2022 Water Project account number 575-100-970:

1. Authorize Damien Falcon, President and Darcy Johnson, Treasurer, to sign loan documents for additional \$60,000.00 to cover Engineering and other water project costs through August 2024.
2. Authorize Damien Falcon, President and Darcy Johnson, Treasurer, to sign renewal loan documents.
3. Combine all Bond Anticipation Loans not to exceed \$350,000.00 (includes additional \$60,000.00) if cost effective interest rate is secured.

**Motion Carried.**

### Planning Commissions:

a. Planning Commission Workshop Meeting Minutes dated March 6, 2024 were submitted.

b. Planning Commission Workshop Meeting Minutes dated March 11, 2024 were submitted.

**New Business:** None

### Unfinished Business:

a. Sanilac East Fire Authority – Negotiations Update was given by Linda Hahn; she will follow-up with Dan Kelly, Sanilac Township Supervisor.

a1. Revised 2024 SEFA Funding and Management Proposal Summary was sent to Sanilac Township. No response has been received to date.

a2. Sanilac East Fire Authority – Monthly Meeting Update - Meeting Minutes dated February 14, 2024 and Meeting Agenda dated March 12, 2024 were submitted.

b. B. Hunter advised the proposed library use of the Bark Shanty Community Center Room #1 and library movie privileges plan with the Village of Port Sanilac are moving forward.

### Bills:

a. **Motion** by S. Balysh, seconded by B. Hunter to approve Village bills **PAID** dated March 11, 2024 in the amount of \$20,596.78. **Motion Carried.**

b. **Motion** by B. Hunter, seconded by B. Simon to approve Harbor bills **PAID** dated March 12, 2024 in the amount of \$143.81. **Motion Carried.**

c. **Motion** by M. Balysh, seconded by L. Hahn to approve Village bills **TO BE PAID** dated March 19, 2024 in the amount of \$2,190.28. **Motion Carried.**

d. **Motion** by S. Balysh, seconded by B. Hunter to approve Harbor bills **TO BE PAID** dated March 20, 2024 in the amount of \$738.00. **Motion Carried.**

**Minutes:**

**Motion** by M. Balysh, seconded by L. Hahn to approve the Council Meeting Minutes dated March 5 2024, as presented. **Motion Carried.**

**Business Manager:** Larry O'Keefe

- a. DPW Work Order Requisition Process and form were presented by Larry O'Keefe.
- b. Bid Solicitation will begin shortly for the 2022 Water Project.

**Clerk:** Barbara Rabineau

- a. Newsletter verbiage regarding Little League was clarified.
- b. Michigan State Waterways Commission along with the Department of Natural Resources will be holding a public meeting at the Bark Shanty Community Center June 27, 2024.

**Work in Progress:**

- a. 2022 Water Project – Update given previously.

**Public Comment:**

- a. Mary Simon requested an update on the short-term rental language and fees. She updated Council on Redevelopment Ready Community open issues and upcoming zoning ordinance changes. Mary Simon also noted an error on the Agenda regarding the Sanilac East Fire Authority Proposal Summary.
- b. Jeff Smeader commented on the importance of using the DPW Work Order. He also suggested that there is enough storage for all community group's equipment and supplies; assigned areas need to be kept organized.

**Adjournment:**

**Motion** by B. Hunter, seconded by L. Hahn to adjourn the council meeting at 7:55 pm. **Motion Carried.**



Barbara Rabineau, Clerk