



The Village of

Port Sanilac

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Approved Meeting Minutes Village of Port Sanilac Council Meeting March 5, 2024

The Pledge of Allegiance to the Flag of the United States of America was led by B. Simon.

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

Council Members Present: M. Balysh, S. Balysh, L. Hahn, B. Simon, A. True, D. Falcon

Council Member Absent: B. Hunter

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

Guests: Bob Dear, Al Daum, Mike Owens, Mary Simon, Jeff Smeader, Jenny Sroka, Jim Sroka

Agenda/Additions:

Motion by A. True, seconded by S. Balysh to approve Agenda. **Motion Carried.**

Public Comment:

- a. Jeff Smeader complimented the fire fighters for a fantastic soup/supper event held on Sunday, March 3, 2024.
- b. Bill Sarkella gave a county-level report.

Presidential Appointments: None

Presentations: None

Petitions and Communications:

- a. 2024 SEFA Funding and Management Proposal Summary was submitted. L. Hahn advised meeting will take place with Sanilac Township.
- b. 2nd Quarter Newsletter DRAFT was submitted. **Motion** by S. Balysh, seconded by A. True to approve Newsletter content, with Little League edit, if required. **Motion Carried.**

Village Departments, Committees, and Commissions:

Governance Committee:

- a. Governance Committee meeting minutes dated February 20, 2024 were presented by Larry O'Keefe.

Planning Commission:

- a. Planning Commission Approved Meeting Minutes dated December 19, 2023 were submitted.
- b. Planning Commission Unapproved Public Hearing Meeting Minutes dated February 27, 2024 were submitted. There were no changes to the goals and objectives published by the Planning Commission; document reference corrections will be completed and approved at the March 26, 2024 Planning Commission Meeting.

c. Planning Commission Unapproved Meeting Minutes dated February 27, 2024 were submitted.

Zoning Administrator's Report:

a. Zoning Administrator's January - February Report was presented by Larry O'Keefe.

New Business: None

Unfinished Business:

a. Sanilac East Fire Authority update was provided with Funding and Management Proposal Summary.

b. Agenda item will be added to include monthly SEFA meeting summary.

Bills:

a. **Motion** by S. Balysh, seconded by L. Hahn to approve Village bills **PAID** dated February 26, 2024 in the amount of \$14,737.06. **Motion Carried.**

b. **Motion** by D. Falcon, seconded by M. Balysh to approve Harbor bills **PAID** dated February 27, 2024 in the amount of \$160.51. **Motion Carried.**

c. **Motion** by M. Balysh, seconded by L. Hahn to approve Village bills **TO BE PAID** dated March 5, 2024 in the amount of \$8,769.65. **Motion Carried.**

Minutes:

Motion by S. Balysh, seconded by A. True to approve the Council Meeting Minutes dated February 20, 2024, as presented. **Motion Carried.**

Treasurer's Report: Darcy Johnson

a. Financial Statement February 2023 and February 2024 were submitted.

b. Treasurer's February Report dated March 5, 2024 was presented by Darcy Johnson. **Motion** by S. Balysh, seconded by L. Hahn to approve the following budget adjustments:

b1. Harbor expenses recode to grant

i.	Harbor Grant expense	586-100-970	\$ +82,700.00
ii.	Harbor Major improvements	586-100-931	\$ -80,470.00
iii.	Harbor R & M	586-100-930	\$ - 2,230.00

b2. Water project construction fund to include beginning balance

i.	Balance forward	575-100-390	\$ +11,090.00
ii.	Capital outlay	575-100-970	\$ +11,090.00

Motion Carried.

Business Manager: Larry O'Keefe

a. Business Manager's February Report was presented by Larry O'Keefe.

Clerk: Barbara Rabineau

a. **Motion** by D. Falcon, seconded by L. Hahn to approve publication costs for 2nd quarter newsletter; not to exceed \$450.00. **Motion Carried.**

Work in Progress:

a. 2022 Water Project – update provided in Business Manager’s report.

Public Comment:

a. Mary Simon advised changes to the Village Ordinance for short-term rentals will be submitted to Council prior to March 19, 2024. Application and annual renewal fees need to be established by Council. Larry O’Keefe will direct staff to investigate fees charged by similar communities.

Adjournment:

Motion by D. Falcon, seconded by M. Balysh to adjourn the council meeting at 7:38 pm. **Motion Carried.**



Barbara Rabineau, Clerk