



The Village of  
**Port Sanilac**

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**Approved Meeting Minutes**  
Village of Port Sanilac Council Meeting  
June 18, 2024

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

President Falcon called the Council Meeting to order at 7:03 pm.

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

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

**Guests:** Chris Hennessy, Casey Johnson, Mary Simon, Jenny Sroka, Jim Sroka

**Agenda/Additions:**

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

**Public Comment:** None

**6. Presidential Appointments:**

**a.** Re-Appointment Eric Bruss, Planning Commissioner.

**Motion** by L. Hahn, seconded by B. Hunter to re-appoint Eric Bruss to the Planning Commission, effective July 1, 2024 through June 30, 2027 (three-year term). **Motion Carried.**

**b.** Re-Appointment for Larry O'Keefe, Business Manager, DPW Manager, Streets Administrator, and Zoning Administrator.

**Motion** by D. Falcon, seconded by B. Hunter to re-appoint Larry O'Keefe for Business Manager, DPW Manager, Streets Administrator, and Zoning Administrator, effective July 1, 2024 through June 30, 2025 (one-year term). **Motion Carried.**

**c.** Re-Appointment for Darcy Johnson, Treasurer.

**Motion** by S. Balysh, seconded by L. Hahn to re-appoint Darcy Johnson for Treasurer, effective July 1, 2024 through June 30, 2026 (two-year term). **Motion Carried.**

**Presentations:**

**a.** Chris Hennessy from Fleis & Vandenbrink presented a proposal for municipal harbor improvements and grant information.

**Petitions and Communications:**

**a.** Event and Facility Use Check List – Port Sanilac Antique Boat & Vintage Show – August 16, 2024 and August 17, 2024.

Motion to approve Event and Facility Use Check List – Port Sanilac Antique Boat & Vintage Show August 16, 2024 and August 17, 2024 with the following fee schedule: Overnight Boat Reservations made on-line will be based on the size of the vessel; Day Dockage for vessels attending the event will be \$15.00 payable to the Village of Port Sanilac, and notice that Harbor showers are for overnight registered boaters, was tabled awaiting clarification from Jeanne Harper to President Falcon.

**b.** Letter of Retirement – Ray Emond, Planning Commissioner dated April 16, 2024 was submitted.

c. Letter of Retirement – Robert Dear, Planning Commissioner dated April 22, 2024 was submitted. **Motion** by D. Falcon, seconded by S. Balysh to accept Letters of Retirement from Ray Emond and Robert Dear. **Motion Carried.**

d. Event and Facility Use Check List – Parade – July 6, 2024 was submitted. **Motion** by D. Falcon, seconded by B. Hunter to approve Event and Facility Use Check List – Parade – July 6, 2024. **Motion Carried.**

e. 3<sup>rd</sup> Quarter Newsletter DRAFT was submitted. **Motion** by S. Balysh, seconded by B. Hunter to approve 3<sup>rd</sup> quarter newsletter content. **Motion Carried.**

f. Resolution #06-2024 – Resolution to adopt the Village of Port Sanilac 2024-2025 annual budget was submitted.

g. Resolution #07-2024 – A Resolution to Rescind Withdrawal from the Sanilac East Fire Authority (ref. Resolution #02-2023) was tabled. **Motion** by B. Hunter, seconded by D. Falcon to send a letter to SEFA extending the date from June 30, 2024 to July 31, 2024. **Motion Carried.**

h. Letter from John & Susan Poggione dated June 6, 2024 was submitted. The current noise ordinance will be an agenda item for the upcoming Town Hall Meeting.

**Training:**

a. A training template will be provided by Katie Higgs, RRC Community Planner.

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

**Governance:**

a. Sheriff's May Incident Report was submitted.

b. Harbor Master's May Report dated June 11, 2024 was presented by Anne Soule.

**Community Development/Parks and Recreation:**

a. Parks & Recreation May Report was not submitted.

b. Community Development/Parks and Recreation May Report dated June 13, 2024 was distributed prior to the meeting and presented by S. Balysh.

**Finance:**

a. Finance Committee Meeting Minutes dated June 4, 2024 were presented by Larry O'Keefe.

a1. **Motion** by D. Falcon, seconded by B. Hunter to approval proposal for \$8,265.00 from Tri-County Vac Services for hydro vacuum excavation of water service lines as required by the EGGLE Distribution System Materials Inventory directive, as recommended by the Finance Committee; charge account 591-100-803. **Motion Carried.**

a2. **Motion** by B. Hunter, seconded by L. Hahn to approve Kennedy Industries proposal for annual maintenance at the North and South Sewer Lift Stations for \$4,200.00, as recommended by the Finance Committee; charge account 590-100-930. **Motion Carried.**

**New Business:** None

**Unfinished Business:**

a. Sanilac East Fire Authority negotiations update was discussed under Petitions and Communications.

a1. Sanilac East Fire Authority monthly meeting update was presented by Jim Sroka.

b. Town Hall Meeting will be scheduled for Monday, July 22, 2024 at 7:00 at the CPS High School. President Falcon to confirm availability; B. Hunter to put notice on Facebook asking for agenda topics.

**Bills:**

a. **Motion** by S. Balysh, seconded by A. True to approve Village bills **PAID** dated June 11, 2024 in the amount of \$10,051.70. **Motion Carried.**

b. **Motion** by B. Hunter, seconded by B. Simon to approve Harbor bills **PAID** dated June 12, 2024 in the amount of \$857.89. **Motion Carried.**

c. **Motion** by M. Balysh, seconded by L. Hahn to approve Village bills **TO BE PAID** dated June 18, 2024 in the amount of \$14,809.62. **Motion Carried.**

d. **Motion** by D. Falcon, seconded by M. Balysh to approve Harbor bills **TO BE PAID** dated June 19, 2024 in the amount of \$8,413.60. **Motion Carried.**

**Minutes:**

a. Approved Public Hearing Meeting Minutes dated June 4, 2024 were submitted.

b. **Motion** by S. Balysh, seconded by B. Simon to approve Council Meeting Minutes dated June 4, 2024, as submitted. **Motion Carried.**

c. **Motion** by S. Balysh, seconded by B. Hunter to approve Public Hearing Meeting Minutes dated June 18, 2024, as presented. **Motion Carried.**

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

**Clerk:** Barbara Rabineau – Nothing additional.

**Work in Progress:**

a. 2022 Water Project – Contract has been approved by Attorney.

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**Public Comment:**

a. S. Balysh announced the Fireworks Collection at the Four Corners on June 14<sup>th</sup> and June 15<sup>th</sup> raised \$5,067.37. In addition, the Port Sanilac Business Association donated \$1,581.70. A special "Thank You" to Willis' Market; they collected \$831.70 in their store.

b. The Planning Commission held a meeting on June 13, 2024 with Katie Higgs, RRC Community Planner. She recommended Council establish by-laws for the Village Zoning Board of Appeals. She will forward examples for review. The Planning Commission will review all items discussed at their meeting and present recommendations to Council for implementation.

c. The Operating Engineers OE324 Union Contract will be reviewed by the Finance Committee on July 2, 2024 with a recommendation to Council.

**Adjournment:**

**Motion** by D. Falcon, seconded by B. Hunter to adjourn the council meeting at 8:41 pm. **Motion Carried.**



Barbara Rabineau  
Clerk