



The Village of
Port Sanilac

56 N. Ridge St. • Box 628 • Port Sanilac, MI 48469-0628 • Ph. (810) 622-9963 • Fax (810) 622-7801

Approved Meeting Minutes
Village of Port Sanilac Council Meeting
May 3, 2022

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

President Mach called the Council Meeting to order at 7:00 pm.

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

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

Guests: Kenn Wimmer

Agenda/Additions:

1. Planning Commission re-appointment request from Mary Simon. **Motion** by ___, seconded by ___ to re-appoint Mary Simon to the Planning Commission; 3-year term: July 1, 2022 - June 30, 2025.
2. Sanilac County Mental Health Prevention Grant awarded to Port Sanilac for \$5,000.00.
3. **Motion** by ___, seconded by ___ to approve Village bills **TO BE PAID** dated May 5, 2022 in the amount of \$3,066.16.
4. **Motion** by ___, seconded by ___ to approve Harbor bills **TO BE PAID** dated May 6, 2022 in the amount of \$2,936.57.
5. Treasurer's Report dated May 3, 2022 - Darcy Johnson
6. Business Manager's Report April 2022 - Larry O'Keefe. **Motion** by ___, seconded by ___ to authorize an additional \$1,632.54 to Lakeshore Improvement for the Harbor Park restroom rehab.
7. Tourism Ad - Clerk

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8. 2022/2023 Budget Public Hearing – June 7, 2022. **Motion** by ___, seconded by ___ to authorize the Clerk to publish an ad for the 2022/2023 Budget Public Hearing on June 7, 2022 at 7:00 pm.

Motion by R. Lange, seconded by J. Southard to approve Agenda/Additions. **Motion Carried.**

Presentations: None

Petitions and Communications:

a. Request from Sarah Morath to purchase Acer Aspire V5 laptop for \$90.00.

Motion by S. Balysh, seconded by J. Southard to sell Acer Aspire V5 laptop to Sarah Morath for \$90.00. **Motion Carried.**

b. Sanilac County Mental Health Prevention Grant has been awarded to The Village of Port Sanilac for \$5,000.00.

Presidential Appointment:

a. Planning Commission re-appointment request was submitted by Mary Simon.

Motion by S. Balysh, seconded by J. Southard to re-appoint Mary Simon to the Planning Commission; 3-year term: July 1, 2022 – June 30, 2025. **Motion Carried.**

Public Comment: None

New Business: None

Previous Business: None

Bills:

a. **Motion** by M. Balysh, seconded by R. Lange to approve Village bills **TO BE PAID** dated May 3, 2022 in the amount of \$4,798.29. **Motion Carried.**

b. **Motion** by M. Balysh, seconded by J. Davis to approve Harbor bills **TO BE PAID** dated May 4, 2022 in the amount of \$554.09. **Motion Carried.**

c. **Motion** by S. Balysh, seconded by J. Davis to approve Village bills **TO BE PAID** dated May 5, 2022 in the amount of \$3,066.16. **Motion Carried.**

d. **Motion** by M. Balysh, seconded by R. Mach to approve Harbor bills **TO BE PAID** dated May 6, 2022 in the amount of \$2,936.57. **Motion Carried.**

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Minutes:

Motion by R. Lange, seconded by J. Southard to approve the Council Meeting Minutes dated April 19, 2022, as presented. Motion Carried.

Treasurer’s Report: Darcy Johnson

a. Financial Statements April 2021 and April 2022 were submitted.

b. Motion by J. Davis, seconded by M. Balysh to transfer \$1,000.00 from the Harbor to the Harbor Park Project (write check 586-964-0 \$1,000.00, deposit to 111-671-1). Motion Carried.

c. Motion by S. Balysh, seconded by R. Lange to balance forward from Parks & Rec. to cover \$1,000.00 txf to Harbor Park and \$2,000.00 for payroll to cover this fiscal year (budgeted new hires for next year):

| | | |
|----------------------------|-----------|------------|
| Balance Forward: | 442-670-3 | \$3,000.00 |
| Txf out/unappropriated exp | 442-975-0 | \$1,000.00 |
| Salaries/payroll | 442-702-0 | \$2,000.00 |

Motion Carried.

d. Motion by J. Southard, seconded by J. Davis to transfer from sidewalks to Harbor Park Grant:

| | | |
|-----------------------|-----------|-------------|
| Sidewalks cont. serv. | 205-803-0 | \$10,000.00 |
| Harbor Park Grant | 111-671-1 | \$10,000.00 |

Motion Carried.

e. Motion by R. Lange, seconded by J. Southard to perform a budget adjustment to include transfers/donations and additional expenses for this fiscal year for Harbor Park:

| | | |
|--------------------------|-----------|-------------|
| Harbor Park Grant income | 111-671-1 | \$10,000.00 |
| Harbor Park expenses | 111-975-1 | \$10,000.00 |

Motion Carried.

f. Motion by S. Balysh, seconded by R. Mach to move donated funds from the Morath Foundation intended for document retention (deposited to 265-670-0 buildings & grounds on 1/4/2022) to be moved to 111-671-1 Harbor Park Grant per conversation with Mr. Morath and President Mach. Motion Carried.

g. Motion by S. Balysh, seconded by R. Lange to transfer from the Yearly Sewer fund to the RRI fund:

| | | |
|-----------------------|-----------|------------|
| Lagoon Exp. txf out | 593-965-0 | \$8,400.00 |
| Sewer RRI fund txf in | 598-691-1 | \$8,400.00 |

Motion Carried.

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h. Motion by S. Balysh, seconded by R. Mach to balance forward/budget adjustments in Special Equipment to cover additional expenses:

| | | | |
|------|-----------------|-----------|------------|
| i. | Balance Forward | 661-670-2 | \$7,000.00 |
| ii. | Supplies | 661-740-0 | \$3,000.00 |
| iii. | Gas/oil | 661-867-0 | \$4,000.00 |

Motion Carried.

Business Manager: Larry O’Keefe

a. Buildings and Site Meeting Minutes dated April 25, 2022 were submitted.

b. Larry O’Keefe presented the Business Manager’s Report for April 2022. **Motion** by M. Balysh, seconded by J. Davis to authorize an additional \$1,632.54 to Lakeshore Improvement for the Harbor Park restroom rehab. **Motion carried.**

Clerk: Barbara Rabineau

a. The Township Clerk inquired if the Council would be changing the location for the August 2, 2022 Council meeting as the Primary Election will be held at Bark Shanty. The Clerk will investigate any regulations regarding entrance doors and will report back to Council.

b. The Tourism Ad was presented to Council for comments; suggestions will be incorporated in the final ad.

c. Motion by R. Lange, seconded by M. Balysh to authorize the Clerk to publish an ad for the 2022/2023 Budget Public Hearing on June 7, 2022 at 7:00 pm. **Motion Carried.**

Village Committees, Commissions, Authorities:

Planning Commission:

a. Unapproved Master Plan Oversight Committee Workshop Meeting Minutes dated April 26, 2022 were submitted.

b. Approved Planning Commission Meeting Minutes dated March 22, 2022 were submitted.

c. Unapproved Planning Commission Meeting Minutes dated April 26, 2022 were submitted.

Zoning Administrator Report:

a. Zoning Administrator’s Report dated April 2022 was presented by Larry O’Keefe.

Work in Progress:

a. 2020 Water Project – Under USDA review.

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Public Comment:

a. Don Morath advised Harbor activities are launched including the Camis system.

Motion by R. Mach, seconded by M. Balysh to relieve the Public Safety Officer of harbor duties effective 5/3/2022. **Motion Carried.**

b. President Mach thanked Don and Sarah Morath for their service and dedication to the community.

Adjournment:

Motion by M. Balysh, seconded by J. Davis to adjourn the council meeting at 8:01 pm.

Motion Carried.



Barbara Rabineau, Village Clerk