

Unapproved Agenda
Village of Port Sanilac Council Meeting
January 5, 2021

Welcome to the Village of Port Sanilac January 5, 2021 Council Meeting. This is a Village Business Meeting open to the public. You are welcome to listen but will be recognized to speak only in the portion of the meeting designated for public comment.

Public comment is allocated at the beginning and end of the meeting for general comments. Guests will be recognized to speak only in the portion of the meeting designated for public comment or if called upon to speak. Each guest is limited to two minutes, please state your name, address and indicate the subject you wish to address to the council.

Action Request Forms are available at the Village Office for placement on the agenda.

1. **Pledge of Allegiance:** Jon Davis

2. President Mach calls the Council Meeting to order at ___ pm.

3. **Roll Call:** M. Balysh __, S. Balysh __, Davis __, Jacobs __, Lange __, Southard __, Mach __

4. **Agenda/Additions:**

Motion by __, seconded by __ to approve Agenda/Additions.

5. **Presentations:**

6. **Petitions and Communications:**

a. Letter from Exchange State Bank regarding loan information for the Bark Shanty Community center.

Motion by __, seconded by __ to authorize application for a bridge loan with Exchange State Bank per the December 16, 2020 letter for a period of 5 years to bridge us to the millage revenue for the Bark Shanty HVAC project. Pg. 3

b. **Motion** by __, seconded by __, to authorize President Mach as a signature for the loan.

7. **Presidential Appointments:**

8. **Public Comment:**

9. **New Business:**

a. Resolution #01-2021 to Enter into An Interlocal Water supply Agreement Pg. 4-5

Motion by __, seconded by __ to approve Resolution #01-2021 to Enter into An Interlocal Water supply Agreement with the Village of Lexington and Sanilac Township

10. **Previous Business:**

11. **Bills:**

Motion by __, seconded by __ to approve bills **TO BE PAID** dated 1/05/2021 in the amount of \$12,639.71 Pg.6-8

12. **Minutes:**

Motion by __, seconded by __ to approve the December 15, 2020 Council Meeting Minutes

as presented.

Pg. 9-11

13. Treasurer's Report: Darcy Johnson
Financial Statement December 2019
Financial Statement December 2020

Pg. 12

Pg. 13

14. Business Manager: Larry O'Keefe

Pg. 14

15. Clerk: Debbie Paradoski

Village Committees, Commissions, Authorities:

16. Planning Commission: No December meeting

17. Zoning Administrator Report: No December meeting

18. Work in Progress: 2020 Water Project

19. Public Comment:

20. Closed Session: If necessary:

Motion by __, seconded by __ to move into closed session at __ pm

Roll Call Vote:

M. Balysh __, S. Balysh __, Davis __, Jacobs __, Lange __, Southard __, Mach __

Return to open session at __ pm.

21. Adjournment:

Motion by __, seconded by __ to adjourn the council meeting at __ pm.

Additions to the Agenda – January 5, 2021

1. **Motion** by __, seconded by __ to approve bills **TO BE PAID** in the amount of \$ 1,806.93 Pg. 2-3

2. **Corrections to Council Meeting Minutes December 15, 2020**

Finance Committee Report December 10, 2020

d. Motion by S. Balysh, seconded by **Davis** to authorize the Business Manager to modify the fees charged for the out-of-town users in the computer for actual billing purposes to reflect the item 16 d action (above) and then past due balance owed by Shawn Harrison. **Motion carried.**

Motion by __, Seconded by __, to approve corrections to Council Meeting Minutes dated December 15, 2020 under Finance Committee Report December 10, 2020 letter d. Pg. 4

3. Carl and Irene R. Morath Foundation, Inc. donation of \$6000.00 to support your LED Sign Replacement Project, brought to there attention by Don and Sarah Morath. Pg. 5

4. Treasurer’s Report January 5, 2021 Pg. 6

1) Budget Adjustments:

a. Budget HVAC project and loan for this fiscal year

i. BSCC HVAC loan revenue 296-670-0 \$154,300

ii. BSCC HVAC Project expenses 296-930-1 \$154,300

b. Building & Grounds bal forward to cover over budget repairs (decking, air filters, dpw building repairs)

i. B&G balance forward 265-670-1 \$5,000

ii. B&G repairs & maintenance 265-930-0 \$5,000

c. Water- budget capital outlay expenses and anticipation loan revenue

i. Water- bond anticipation revenue 591-670-2
\$190,000

ii. Water- capital outlay 591-975-0 \$190,000

Motion by __, Seconded by __ to approve Treasurer Budget Adjustments Dated January 5, 2020.

Accounts Payable Prepay Report with Distributions

CheckNbr	InvoiceNbr	InvoiceDate	Description	Amount	Discount Taken	Amount To Pay
<u>LAKESHORE IMPROVEMENTS LLC</u>						
36187	12210	12/28/2021	Ball valve, service call, Press rent	\$838.89	\$0.00	\$838.89
	591-930-0		Ball valve, service call, Press rent		\$838.89	
				<u>\$838.89</u>	<u>\$0.00</u>	<u>\$838.89</u>
<u>RAYMOND HARDWARE</u>						
36188	Acct# 165	12/31/2021	Plastic pail and Lid, Ext. cord,	\$27.11	\$0.00	\$27.11
	661-740-0		Plastic pail and Lid, Ext. cord,		\$27.11	
36188	Acct# 260	12/31/2021	Galv Nipples, Galv. tee, Vacuum brea	\$44.57	\$0.00	\$44.57
	203-740-0		Galv Nipples, Galv. tee, Vacuum brea		\$44.57	
36188	185	12/31/2021	Salt, Photo Cells, Treated posts, wd	\$78.07	\$0.00	\$78.07
	591-740-0		Ball valve, Copper tubing, Couplings		\$78.07	
36188	185	12/31/2021	Salt, Photo Cells, Treated posts, wd	\$527.92	\$0.00	\$527.92
	441-740-0		Salt, Photo Cells, Treated posts, wd		\$527.92	
				<u>\$677.67</u>	<u>\$0.00</u>	<u>\$677.67</u>
<u>THUMB CELLULAR</u>						
36189	100476161	12/16/2021	DPW cell phone taxes	\$0.74	\$0.00	\$0.74
	441-920-0		DPW cell phone taxes		\$0.74	
				<u>\$0.74</u>	<u>\$0.00</u>	<u>\$0.74</u>
			Grand Total:	<u>\$1,806.93</u>	<u>\$0.00</u>	<u>\$1,806.93</u>

6 Checks to Print

This report was created with the following parameters

Report Executed on: 1/5/2021 11:03:57 AM

Accounts Payable Prepay Report with Distributions

CheckNbr	InvoiceNbr	InvoiceDate	Description	Amount	Discount Taken	Amount To Pay
<u>APPLIED IMAGING</u>						
36184	1661169	1/4/2021	Copies made	\$72.00	\$0.00	\$72.00
	111-803-0		Copies made		\$57.61	
	111-870-0		Copies made		\$14.39	
36184	1661169	1/4/2021	Copies made	\$14.39	\$0.00	\$14.39
	590-803-0		Copies made		\$14.39	
36184	1661169	1/4/2021	Copies made	\$14.39	\$0.00	\$14.39
	591-803-0		Copies made		\$14.39	
36184	1661169	1/4/2021	Copies made	\$14.39	\$0.00	\$14.39
	661-803-0		Copies made		\$14.39	
				<u>\$115.17</u>	<u>\$0.00</u>	<u>\$115.17</u>
<u>AT&T U-VERSE</u>						
36185	299445376	12/24/2021	Internet services for Office	\$41.10	\$0.00	\$41.10
	111-920-0		Internet services for Office		\$41.10	
				<u>\$41.10</u>	<u>\$0.00</u>	<u>\$41.10</u>
<u>GREAT AMERICA FINANCIAL SVCS.</u>						
36186	28425966	12/22/2021	Copier Rent	\$12.16	\$0.00	\$12.16
	111-803-0		Copier Rent		\$12.16	
36186	28425966	12/22/2021	Copier Rent	\$12.12	\$0.00	\$12.12
	202-803-0		Copier Rent		\$12.12	
36186	28425966	12/22/2021	Copier Rent	\$12.12	\$0.00	\$12.12
	203-803-0		Copier Rent		\$12.12	
36186	28425966	12/22/2021	Copier Rent	\$12.12	\$0.00	\$12.12
	296-803-0		Copier Rent		\$12.12	
36186	28425966	12/22/2021	Copier Rent	\$12.12	\$0.00	\$12.12
	301-802-0		Copier Rent		\$12.12	
36186	28425966	12/22/2021	Copier Rent	\$12.12	\$0.00	\$12.12
	441-803-0		Copier Rent		\$12.12	
36186	28425966	12/22/2021	Copier Rent	\$12.12	\$0.00	\$12.12
	442-962-0		Copier Rent		\$12.12	
36186	28425966	12/22/2021	Copier Rent	\$12.12	\$0.00	\$12.12
	590-803-0		Copier Rent		\$12.12	
36186	28425966	12/22/2021	Copier Rent	\$12.12	\$0.00	\$12.12
	591-803-0		Copier Rent		\$12.12	
36186	28425966	12/22/2021	Copier Rent	\$12.12	\$0.00	\$12.12
	661-803-0		Copier Rent		\$12.12	
36186	28425966	12/22/2021	Copier Rent	\$12.12	\$0.00	\$12.12
	801-803-0		Copier Rent		\$12.12	
				<u>\$133.36</u>	<u>\$0.00</u>	<u>\$133.36</u>

Council Meeting Minutes December 15, 2020

b. Finance recommends accepting the agreement from MacMillan Associates and authorize President Mach to execute the Agreement.

Motion by Lange, seconded by M. Balysh to accept the agreement from MacMillan Associates and authorize President Mach to execute the Agreement.

Roll Call Vote: M. Balysh yes, S. Balysh yes, Davis yes, Jacobs yes, Lange yes, Southard yes, Mach yes
Motion carried.

c. Finance recommends full closure of the Bark Shanty Community Center during construction.

Motion by S. Balysh, seconded by Jacobs for a full closure of the Bark Shanty Community Center until the project is finished. **Motion carried.**

d. Finance recommends adjusting the Fee Schedule to include water & sewer fees that are 120% of village water and sewer user fee for Sanilac Township water users.

Motion by Southard, seconded by Davis to adjust the Fee Schedule to include water & sewer fees that are 120% of village water and sewer user fee for Sanilac Township water users. **Motion carried.**

Motion by S. Balysh, seconded by authorize the Business Manager to modify the fees charged for the out-of-town users in the computer for actual billing purposes to reflect the item 16 d action (above) and then past due balance owed by Shawn Harrison. **Motion carried.**

e. Finance recommends residential water rate be increased from \$55.00 a quarter to \$77.00 a quarter.

Motion by S. Balysh, seconded by Davis to increase residential water rates from \$55.00 a quarter to \$77.00 a quarter. **Motion carried.**

f. Finance recommends commercial metered ready to serve fee increase from \$30.00 a quarter to \$52.00 a quarter.

Motion by Jacobs, seconded by President Mach to increase commercial metered ready to serve fee from \$30.00 a quarter to \$52.00 a quarter. **Motion carried.**

Harbor:

a. Harbor Commission Unapproved Minutes 12/1/2020

b. Harbor Commission Unapproved Special Meeting Minutes dated 12/11/2020

c. Harbor Commission Proposed 2021 Budget

Motion by S. Balysh, seconded by Southard to send the Harbor Commission Proposed 2021 Budget to the Finance Committee. **Motion carried.**

Building, Site, Water & Sewer Committee Report: Mike Balysh

a. Direct staff to look into funding for BSCC. Business Manager is looking into this.

Work in Progress: 2020 Water Project

Adjournment:

Motion by Davis, seconded by S. Balysh to adjourn the council meeting at 8:27 pm. **Motion carried.**

Debbie Paradoski, Village Clerk

**Carl and Irene R Morath Foundation, Inc.
14200 E. Ten Mile Rd
Warren, MI 48089**

RECEIVED

Date: 12/28/2020

JAN 04 2021

**Village of Port Sanilac
56 North Ridge St
P.O. Box 628
Port Sanilac, Mi 48469**

VILLAGE OF PORT SANILAC

It is our pleasure to support your LED Sign replacement Project . We are sure that this gift of \$6,000.00 will be well used. Your good work was brought to our attention by Don and Sarah Morath. Please drop us note acknowledging this donation to the above address.

**Lawrence A. Morath
Frederick L. Morath
Thomas R. Morath**

[Faint, illegible text]

Treasurer's Report

January 5, 2021

1) New Budget Concerns:

- a. Planning Commission: \$2k budget for income/expenses- YTD income \$1553 & YTD expenses \$5231 (legal fees/meetings)
- b. Equipment account is running over budget right now, some yearly expenses have already been taken out and rental revenue income is low. This should turn around as we get into winter and use more equipment.

2) Previous Budget Concerns:

- a. Sewer: R&M Budget= \$11,642, spent \$10,199 *Yearly maintenance items done early in fiscal year

3) Budget Adjustments:

- a. Budget HVAC project and loan for this fiscal year
 - i. BSCC HVAC loan revenue 296-670-0 \$154,300
 - ii. BSCC HVAC Project expenses 296-930-1 \$154,300
- b. Building & Grounds bal forward to cover over budget repairs (decking, air filters, dpw building repairs)
 - i. B&G balance forward 265-670-1 \$5,000
 - ii. B&G repairs & maintenance 265-930-0 \$5,000
- c. Water- budget capital outlay expenses and anticipation loan revenue
 - i. Water- bond anticipation revenue 591-670-2 \$190,000
 - ii. Water- capital outlay 591-975-0 \$190,000

Respectfully Submitted: Darcy Johnson, Treasurer

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