



The Village of
Port Sanilac

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Approved Meeting Minutes
Village of Port Sanilac Council Meeting
May 2, 2023

The Pledge of Allegiance to the Flag of the United States of America was led by Damien Falcon.

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

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

Staff Present: Dan Finn, Darcy Johnson, Don Morath, Larry O'Keefe, Barbara Rabineau

Guests: James Brewer, Al Daum, Phil Kolakovich, Sean Kramer, Brian Moran, Mike Owens, Jeff Smeader, Lori Southard, Jenny Sroka, Jim Sroka, Don Thomas, Kathy Vanhoudt, Kenn Wimmer

Agenda/Additions:

1. Personnel Committee Meeting Minutes dated May 1, 2023
2. Public Safety Committee Meeting Minutes dated April 27, 2023

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

Public Comment:

a. James Brewer advised Council that Sean Kramer Jr. had been bitten by a dog. He asked Council to address this issue as well as chickens in the Village; he is requesting accountability from irresponsible pet owners. Don Morath and Larry O'Keefe will contact county officials and take appropriate actions.

Presidential Appointments: None

Presentations:

a. Bill Sarkella gave a county level report.

Petitions and Communications:

a. Retirement Notice from Tammy Massman was read into the record.

b. Email from Congresswoman McClain's Office regarding FY24 Community Funding Project Grant Submission dated April 17, 2023 was submitted.

c. Email from Jon Davis, SEFA Board Member, dated April 22, 2023 was read into the record.

d. Intact Insurance – Proof of Loss and Subrogation Agreement for the Harbor was submitted.

d1. Motion by R. Mach, seconded by M. Balysh to authorize Harbor Master to sign Proof of Loss and Subrogation Agreement. **Motion Carried.**

Village Departments, Committees, and Commissions:

Planning Commission:

- a. Planning Commission Approved Meeting Minutes dated March 28, 2023 were submitted.
- b. Planning Commission Unapproved Meeting Minutes dated April 25, 2023 were submitted.
- c. Planning Commission Workshop Meeting Minutes dated April 18, 2023 were submitted.
- d. Planning Commission Master Plan Open House Minutes dated April 25, 2023 were submitted.

Zoning Administrator's Report:

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

Personnel Committee:

- a. Personnel Committee Meeting Minutes dated April 24, 2023 were presented by Larry O'Keefe.
- b. Personnel Committee Meeting Minutes dated May 1, 2023 were presented by Larry O'Keefe.
- b1. **Motion** by S. Balysh, seconded by R. Mach to extend an offer to Debra Williams for the part-time position of Parks and Recreation Coordinator. **Motion Carried.**
- b2. **Motion** by J. Davis, seconded by D. Falcon to pay an annual salary of \$8,500.00 for the Parks and Recreation Coordinator position. **Motion Carried.**

Public Safety Committee:

- a. Public Safety Committee Meeting Minutes dated April 27, 2023 were submitted.
- a1. The Clerk was directed to send a follow-up letter to SEFA regarding the fire siren.

New Business: None

Previous Business: None

Bills:

- a. **Motion** by R. Lange, seconded by J. Southard to approve Village bill **PAID** dated April 24, 2023 in the amount of \$115,000.00. **Motion Carried.**
- b. **Motion** by S. Balysh, seconded by R. Mach to **approve** Village bills **PAID** dated April 25, 2023 in the amount of \$1,556.36. **Motion Carried.**
- c. **Motion** by J. Southard, seconded by J. Davis to approve Harbor bills **PAID** dated April 26, 2023 in the amount of \$352.10. **Motion Carried.**
- d. **Motion** by M. Balysh, seconded by R. Lange to approve Village bills **TO BE PAID** dated May 2, 2023 in the amount of \$26,895.25. **Motion Carried.**
- e. **Motion** by J. Southard, seconded by J. Davis to approve Harbor bills **TO BE PAID** dated May 3, 2023 in the amount of \$747.90. **Motion Carried.**

Minutes:

Motion by S. Balysh, seconded by J. Davis to approve the Council Meeting Minutes dated April 18, 2023, as presented. **Motion Carried.**

Treasurer's Report: Darcy Johnson

- a. Financial Statements April 2022 and April 2023 were submitted.
- b. Treasurer's Report dated May 2, 2023 was presented by Darcy Johnson.

Business Manager: Larry O'Keefe

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

Clerk: Barbara Rabineau

- a. Budget Public Hearing will be held on June 20, 2023 at 7:00 pm; Council meeting will follow.
- b. **Motion** by R. Mach, seconded by R. Lange to authorize Clerk to publish an ad in The Sanilac County News for the Budget Public Hearing; not to exceed \$100.00. **Motion Carried.**
- c. **Motion** by J. Davis, seconded by R. Mach to approve proof for Port Sanilac Business Association publication. **Motion Carried.**
- d. Five Question Survey Results from the 2nd Quarter Newsletter were submitted.

Work in Progress:

- a. 2022 Water Project

Public Comment:

- a. Dan Finn is interested in the offering of light poles and lights for the museum; he will get with Larry O'Keefe. He also reminded Council of the tree planting and the window of opportunity closing. The Building and Sites Committee will meet to recommend a tree location and possible cement work.
- b. James Brewer asked additional questions regarding ordinance violations; Don Morath addressed his concerns.
- c. Phil Kolakovich commented on the flooding issues and asked if DPW could clean out the water shed and culverts near the ball diamonds at Bark Shanty. Larry O'Keefe will address with the DPW employees and sub-contractors for the Village.

Adjournment:

Motion by D. Falcon, seconded by J. Southard to adjourn the council meeting at 8:03 pm. **Motion Carried.**



Barbara Rabineau
Clerk