



The Village of
Port Sanilac

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Approved Meeting Minutes
Village of Port Sanilac Council Meeting
September 3, 2024

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

President Pro-Tem Balysh called the Council Meeting to order at 7:06 pm.

Council Members Present: M. Balysh, S. Balysh, L. Hahn, B. Hunter, B. Simon

Council Member Absent: D. Falcon

Staff: Scott Bickel, Darcy Johnson, Larry O'Keefe, Barbara Rabineau

Guests: Beth Emond, Ray Emond, Cathi Hazlett, David Hazlett, John Rogers, Bill Sarkella, Jenny Sroka, Jim Sroka

Agenda/Additions:

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

Public Comment:

a. Bill Sarkella gave a county-level report.

b. Cathi Hazlett inquired about the merry-go-round whether it was going to be replaced or repaired. S. Balysh advised the cost to repair is approximately \$1,000.00; the Parks & Recreation Committee will be soliciting donations.

Presidential Appointments: None

Presentations: None

Petitions and Communications:

a. Resolution Number: #11-2024 – A Resolution to Designate 7260 Main Street, Port Sanilac, Michigan as a blight property. **Motion** by B. Hunter, seconded by B. Simon to designate 7260 Main Street, Port Sanilac, Michigan as a blight property.

Roll Call Vote:

M. Balysh yes, S. Balysh yes, L. Hahn yes, B. Hunter yes, B. Simon yes, D. Falcon absent

Motion Carried.

b. Event and Facility Use Checklist – Lighthouse Park Picnic on September 7, 2024. **Motion** by B. Hunter, seconded by L. Hahn to approve Event and Facility Use Checklist – Lighthouse Park Picnic on September 7, 2024. **Motion Carried.**

Meeting Minutes September 3, 2024

c. Event and Facility Use Checklist – CPS Homecoming Parade September 20, 2024. **Motion** by S. Balysh, seconded by L. Hahn to approve Event and Facility Use Checklist – CPS Homecoming Parade on September 20, 2024. **Motion Carried.**

d. Event and Facility Use Checklist – Knights of Columbus Tootsie Roll Drive October 11, 2024 and October 12, 2024 – 9:00 am – 4:00 pm. **Motion** by S. Balysh, seconded by B. Hunter to approve Event and Facility Use Checklist – Knights of Columbus Tootsie Roll Drive October 11th and 12th from 9:00 am to 4:00 pm each day. **Motion Carried.**

Training: None

Village Departments, Committees, and Commissions:

Finance Committee:

c. Finance Committee Meeting Minutes dated August 6, 2024 were presented by Larry O’Keefe.

A1. **Motion** by B. Hunter, seconded by S. Balysh to approve \$25.00 per month stipend to Tjwana Hvizdos, Bookkeeper, to compensate for the use of her personal cell phone for work related use, as recommended by the Finance Committee; charge account 565-100-920. **Motion Carried.**

Governance Committee:

c. Governance Committee Meeting Minutes dated August 20, 2024 were presented by Larry O’Keefe.

A1. Chapter 113: Peddlers and Auctioneers – Red Line Version

Motion by B. Hunter, seconded by B. Simon to approve revised Ordinance Title XI: Business Regulations, Chapter 113. Peddlers and Auctioneers, as recommended by the Governance Committee. **Motion Carried.**

Planning Commission:

a. Planning Commission Approved Meeting Minutes dated July 23, 2024 were submitted.

b. Planning Commission Unapproved Meeting Minutes dated August 27, 2024 were submitted.

Zoning Administrator’s Report:

c. Zoning Administrator’s August Report – Larry O’Keefe was presented by Larry O’Keefe.

New Business:

c. Sanilac Township’s participation in Parks & Recreation for the community. S. Balysh will contact Dan Kelly, Sanilac Township Supervisor, and report back to Council.

Unfinished Business:

c. Sanilac East Fire Authority – Monthly Meeting Update. B. Hunter advised SEFA is researching long-term financing options. L. Hahn stated the SEFA Personnel Committee will be interviewing candidates for the Treasurer’s position next week.

b. Light House Park Fence – Committee Review. B. Simon stated the question will be included in the 4th quarter Newsletter Survey; results will be presented to Council.

c. Town Hall Meetings – Two meetings have taken place in 2024; the decision to have another meeting this year will be discussed further at the next Council Meeting.

Bills:

iii. **Motion** by B. Hunter, seconded by L. Hahn to approve Village bill **PAID** dated August 20, 2024 in the amount of \$140.00. **Motion Carried.**

b. **Motion** by B. Hunter, seconded by S. Balysh to approve Village bills **PAID** dated August 27, 2024 in the amount of \$1,479.83. **Motion Carried.**

c. **Motion** by S. Balysh, seconded by L. Hahn to approve Harbor bills **PAID** dated August 28, 2024 in the amount of \$59.54. **Motion Carried.**

iii. **Motion** by B. Hunter, seconded by B. Simon to approve Village bills **TO BE PAID** dated September 3, 2024 in the amount of \$3,385.31. **Motion Carried.**

iii. **Motion** by B. Hunter, seconded by L. Hahn to approve Harbor bills **TO BE PAID** dated September 4, 2024 in the amount of \$12,604.51. **Motion Carried.**

Minutes:

Motion by S. Balysh, seconded by L. Hahn to approve the Council Meeting Minutes dated August 20, 2024, as submitted. **Motion Carried.**

Treasurer's Report: Darcy Johnson

iii. Financial Statements August 2023 and August 2024 were submitted. Darcy Johnson explained the process for USDA RD re-imbusement as the August 2024 Financial Statement appears to show a negative Water Project Construction balance. Once funds are received, a positive balance will accurately reflect the balance.

b. Treasurer's August Report dated September 3, 2024 was presented by Darcy Johnson.

B1. Motion by B. Hunter, seconded by S. Balysh to return \$9,452.01 to Sanilac Township from the Village of Port Sanilac Fire Truck Fund. **Motion Carried.**

B2. Motion by B. Hunter, seconded by S. Balysh to issue payment to the Sanilac East Fire Authority (for former member Forester Township) for \$9,452.01 from the Village of Port Sanilac Fire Truck Fund. **Motion Carried.**

B3. Motion by S. Balysh, seconded by B. Hunter to approve transfer of funds as follows:

i.	Fire Truck Fund Balance Forward	214-100-390	+\$18,904.02
ii.	Transfer Sanilac East Fire Authority	214-100-965	+\$ 9,452.01
iii.	Transfer to Sanilac Township	214-100-966	+\$ 9,452.01

Motion Carried.

B4. Motion by B. Hunter, seconded by L. Hahn to approve budget adjustment and transfer fund balance of Drinking Water Revolving Fund loan paid off in April to Water Bond #3 Loan as follows:

i.	DWRF Balance Forward	570-100-390	+\$21,693.31
ii.	DWRF Transfer Fund Out	570-100-995	+\$21,693.31
iii.	Water Bond #3 Transfer In	573-100-699	+\$21,693.31
iv.	Water Bond #3 Principal Payment	573-100-991	+\$21,693.31

Motion Carried.

Business Manager: Larry O'Keefe

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

Clerk: Barbara Rabineau

- a. Newsletter article and survey questions submission deadline is September 6, 2024.

Work in Progress:

- a. 2022 Water Project – nothing additional.

Public Comment:

- a. John Rogers asked if the alleys could be treated to contain the dust during the construction process. Larry O'Keefe will contact the county to coordinate a dust control application.

- b. Jim Sroka suggested an infrastructure working agreement with Sanilac Township to aid in and/or increase grant opportunities. He also stating Council will need to further define fines for short term rental businesses operating without permits and update the fee schedule accordingly.

- c. Ray Emond encouraged an additional town hall meeting this year, as residents can ask questions and receive answers from Council.

Adjournment:

Motion by B. Hunter, seconded by S. Balysh to adjourn the council meeting at 8:05 pm. **Motion Carried.**



Barbara Rabineau, Clerk