



The Village of
Port Sanilac

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Approved Meeting Minutes
Village of Port Sanilac Council Meeting
July 18, 2023

The Pledge of Allegiance to the Flag of the United States of America was led by R. Mach.

President Pro-Tem Davis called the Council Meeting to order at 7:02 pm.

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

Council Member Absent: D. Falcon

Staff Present: Dan Finn, Don Morath, Sarah Morath, Larry O'Keefe, Barbara Rabineau, Anne Soule

Guests: Al Daum, Tom Jackson, Mike Owens, Jeff Smeader, Don Thomas, Theodore Family, Ken Wimmer

Agenda/Additions:

1. Resolution Number: #05-2023. A Resolution to provide for the additional duties of the Zoning Administrator, who is designated an Officer of the Village of Port Sanilac; pursuant to MCL62.2, to approve lot split/combinations.
2. Request from the Theodore family to speak longer than allotted two minutes at Council Meeting July 18, 2023.

Motion by R. Lange, seconded by S. Balysh to approve Agenda and Additions. **Motion Carried.**

Public Comment:

a. Tom Jackson complimented the Fire Department and Emergency Medical Response personnel for the expedient and professional service provided to his family member.

Presidential Appointments: None

Presentations: None

Petitions and Communications:

- a. Letter dated June 27, 2023 (received July 6, 2023) from Maria Szydlo was submitted.
- b. Letter sent to Sanilac County Animal Control dated July 6, 2023 was submitted.
- c. Request for Services from Forester Township was read into the record.

Village Departments, Committees, and Commissions:

Public Safety: Don Morath

- a. Sheriff's June Activity Report was presented by Lt. Moore
- b. Law Enforcement Operations Plan dated July 1, 2023 through December 31, 2023 was presented by Lt. Moore.
- c. D. Morath updated Council as to the proposed Village of Port Sanilac Fire Department progress. He advised a meeting was held with R. J. Henry, Blues Festival Committee Chair, to review details for the upcoming event. In addition, he addressed the tornadic event that occurred south of Port Sanilac on Friday, July 14, 2023.
- d. Public Safety Meeting Minutes dated July 11, 2023 were presented by Larry O'Keefe.
- e. J. Davis updated Council regarding budget comparisons, tasks to activate the fire department, coverage areas, services to be requested, and communications. The Sanilac Township fire services millage levy is one mill across the Township. The Township has not clarified how monies will be transferred to the Village of Port Sanilac. Budgets will be developed, reviewed, and an update will be given to Council at the next meeting.

Harbor:

- a. Harbor Master's Report dated July 12, 2023 was presented by Anne Soule. J. Davis advised a meeting was held with Townley Engineering regarding the sidewalk project; revisions will be reviewed at the next Harbor Oversight Committee meeting and then sent to Finance for review and recommendations.
- b. Harbor Oversight Committee Meeting Minutes dated June 19, 2023 were submitted.

Finance:

- a. Finance Committee Meeting Minutes dated July 11, 2023 were presented by Larry O'Keefe.
 - a1. **Motion** by R. Lange, seconded by J. Southard to approve Sanilac County News/Jeffersonian and Your Buyer's Guide agreement for advertising rates effective August 1, 2023 through August 1, 2025, as recommended by the Finance Committee; charge account 111-900-0. **Motion Carried.**
 - a2. **Motion** by R. Mach, seconded by M. Balysh to approve Goyette Mechanical proposal for remote HVAC management at the Bark Shanty Community Center excluding the multi-purpose room/gym for \$5,975.00, as recommended by the Finance Committee; charge account 296-930-1. **Motion Carried.**
 - a3. **Motion** by R. Mach, seconded by J. Davis to approve Ace Pyro, LLC three-year contract service agreement (2024 through 2026) to provide fireworks for the Village of Port Sanilac at a cost of \$10,000.00 per year, as recommended by the Finance Committee; charge account 111-760-1. **Motion Carried.**

Parks and Recreation:

- a. Parks & Recreation Report dated July 12, 2023 was presented by Dan Finn. As the Summer Festival was cancelled, Dan Finn will contact the Port Sanilac Business Association to see if the Summer Festival could be rescheduled to coincide with the Antique Boat Show (one day only) on Friday, August 18, 2023; he will report back on August 1, 2023.

New Business:

a. Request from the Theodore family to speak longer than allotted two minutes at Council meeting July 18, 2023. The Theodore family submitted a sequence of events that occurred on Friday, July 14, 2023 and spoke to Council regarding their concerns. R. Mach commented that the family should contact the county regarding their concerns with the contractor. Council has requested that the matter be referred to the Public Safety Coordinator and Committee for further review.

Previous Business:

a. Resolution Number: #05-2023. A Resolution to provide for the additional duties of the Zoning Administrator, who is designated an Office of the Village of Port Sanilac; pursuant to MCL62.2, to approve lot split/combinations. **Motion** by R. Lange, seconded by S. Balysh to adopt Resolution Number: #05-2023. **Motion Carried.**

b. **Motion** by R. Mach, seconded by M. Balysh to accept proposal from Arthur Schlichting to provide administrative assistance at a cost of \$50.00 per application; the Port Sanilac Fee Schedule will be updated to reflect this change. **Motion Carried.**

Bills:

a. **Motion** by M. Balysh, seconded by J. Davis to approve Village bills **PAID** dated July 10, 2023 in the amount of \$9,578.94. **Motion Carried.**

b. **Motion** by S. Balysh, seconded by R. Mach to approve Village bills **TO BE PAID** dated July 18, 2023 in the amount of \$23,323.52. **Motion Carried.**

c. **Motion** by J. Southard, seconded by M. Balysh to approve Harbor bills **TO BE PAID** dated July 19, 2023 in the amount of \$21,332.94. **Motion Carried.**

Minutes:

Motion by R. Mach, seconded by J. Southard to approve the Council Meeting Minutes dated July 5, 2023, as presented. **Motion Carried.**

Business Manager: Larry O'Keefe

a. Dump truck bid summary was provided by Larry O'Keefe. **Motion** by J. Davis, seconded by R. Mach to authorize the sale of the 2000 International IH Dump Truck to Bill Robison, First Response Roofing and Construction, for \$12,500.00 to be paid by certified check. **Motion Carried.**

Clerk: Barbara Rabineau

a. **Motion** by R. Mach, seconded by S. Balysh to approve amending December 6, 2022 Meeting Minutes under Planning Commission Motion G7 to include Article 13, Section 2.3 in addition to Article 13, Section 1.3. **Motion Carried.**

Work in Progress:

a. 2022 Water Project. Larry O'Keefe met with the Engineers

Public Comment:

a. Don Thomas inquired about utilizing the Village Office basement for a shelter; issues with the staircases and budget constraints were discussed along with possible utilization of the Bark Shanty Community Center as a shelter facility.

b. The Public Safety Coordinator will be contacting the County Animal Control Sr. Officer for an update to the dog bite incident along with contacting our Commissioner, Bill Sarkella, for further direction. Don Morath will report back at the next Council meeting on August 1, 2023.

Adjournment:

Motion by R. Mach, seconded by M. Balysh to adjourn the council meeting at 8:17 pm. **Motion Carried.**



Barbara Rabineau
Clerk