



The Village of
Port Sanilac

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Approved Meeting Minutes
Village of Port Sanilac Council Meeting
October 1, 2024

The Pledge of Allegiance to the Flag of the United States of America was led by Linda Hahn.

President Falcon called the Council Meeting to order at 7:02 pm.

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

Staff Present: Darcy Johnson, Larry O'Keefe, Barbara Rabineau

Guests: Allen Bensal, Jenny Sroka, Jim Sroka

Agenda/Additions:

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

Public Comment: None

Presidential Appointments: None

Presentations: None

Petitions and Communications:

a. EGLE – Lead and Copper Report

Training:

a. Training template was provided to the Planning Commission from Katie Higgs, RRC Community Planner.

Village Departments, Committees, and Commissions:

Governance Committee:

a. Governance Committee Meeting Minutes dated September 17, 2024 were presented by Larry O'Keefe.

a1. Motion by B. Hunter, seconded by B. Simon to adopt changes to Ordinance No.: #2023-03, Title III: Administration, Chapter 34. Public Safety, as recommended by the Governance Committee. **Motion Carried.**

a2. Motion by S. Balysh, seconded by L. Hahn to approve Ordinance Enforcement Officer job description, as recommended by the Governance Committee. **Motion Carried.**

a3. Motion by B. Hunter, seconded by B. Simon to approve rental of Bark Shanty Community Center, Room #4 Office Space to the Sanilac East Fire Authority for \$100.00 per year, as recommended by the Governance Committee. **Motion Carried.**

Planning Commission:

a. Planning Commission Approved Meeting Minutes dated August 27, 2024 were submitted.

b. Planning Commission Unapproved Meeting Minutes dated September 24, 2024 were submitted.

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b1. J. Sroka advised letters have been sent out regarding short-term rental properties. B. Hunter, Planning Commission Liaison, advised the Commission discussed removal of playground equipment and moving the fence at North Park.

c. Planning Commission Workshop Meeting Minutes dated September 17, 2024 were submitted.

Zoning Administrator's Report:

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

New Business:

a. The Bark Shanty Community Center hourly gymnasium, weekday rental rate was discussed. Community Events that are offered to residents free of charge can utilize the gymnasium through the week without a charge (two-hour maximum time limit per reservation). All reservations will require the Facility Use Check List to be completed along with the rental agreement. **Motion** by S. Balysh, seconded by B. Hunter to establish an hourly rate of \$10.00 per hour, maximum two hours to rent the gymnasium on weekdays for non-community group events with an associated fee to attend. **Motion Carried.**

Unfinished Business:

a. Sanilac East Fire Authority monthly meeting update was submitted.

a1. L. Hahn advised Darcy Johnson has been hired as the Treasurer for the Sanilac East Fire Authority and a new fire truck has been purchased. Jim Sroka advised SEFA will be looking at financial institutions for investment purposes.

Bills:

a. **Motion** by B. Hunter, seconded by S. Balysh to approve Village bills **PAID** dated September 24, 2024 in the amount of \$1,220.99. **Motion Carried.**

b. **Motion** by S. Balysh, seconded by L. Hahn to approve Harbor bills **PAID** dated September 25, 2024 in the amount of \$281.80. **Motion Carried.**

c. **Motion** by B. Hunter, seconded by L. Hahn to approve Village bills **TO BE PAID** dated October 1, 2024 in the amount of \$6,889.23. **Motion Carried.**

d. **Motion** by B. Hunter, seconded by S. Balysh to approve Harbor bills **TO BE PAID** dated October 2, 2024 in the amount of \$129.75. **Motion Carried.**

Minutes:

Motion by L. Hahn, seconded by M. Balysh to approve the Council Meeting Minutes dated September 17, 2024, as submitted. **Motion Carried.**

Treasurer's Report: Darcy Johnson

a. Financial Statements September 2023 and September 2024 were submitted.

b. Treasurer's Report dated October 1, 2024 was presented by Darcy Johnson.

b1. Motion by B. Hunter, seconded by B. Simon to authorize budget adjustment as follows:

- a. To budget for the union training fees per new union agreement bringing a balance forward to cover:
 - i. Public Works Bal. Forward 565-100-390 +\$1,500.00
 - ii. Union Training Fees 564-100-965 +\$1,500.00

Motion Carried.

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Business Manager: Larry O'Keefe

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

Clerk: Barbara Rabineau

a. Amended Fee Schedule dated October 1, 2024 was submitted. The President Pro-Tem meeting stipend was discussed. **Motion** by D. Falcon, seconded by B. Hunter to adjust the meeting stipend for the President Pro-Tem to \$110.00. **Motion Carried.**

Motion by D. Falcon, seconded by S. Balysh to approve the amended Fee Schedule dated October 1, 2024, including the adjusted President Pro-Tem meeting stipend of \$110.00. **Motion Carried.**

Work in Progress:

a. 2022 Water Project - nothing additional.

Public Comment: None

Adjournment:

Motion by D. Falcon, seconded by B. Hunter to adjourn the council meeting at 8:09 pm. **Motion Carried.**



Barbara Rabineau, Clerk