



The Village of
Port Sanilac

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Approved Meeting Minutes
Village of Port Sanilac Council Meeting
July 5, 2023

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

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: Don Morath, Sarah Morath, Larry O'Keefe, Barbara Rabineau

Guests: Al Daum, John Haman, Casey Johnson, Bill Sarkella, Jeff Smeader, Lori Southard, Jenny Sroka, Jim Sroka, Kenn Wimmer

Agenda/Additions:

1. Request for Village Services sent to Forester and Sanilac Township

Motion by J. Davis, seconded by R. Mach to approve Agenda and Additions. **Motion Carried.**

Public Comment:

- a. Kenn Wimmer, resident, distributed a two-page document to Council regarding SEFA.
- b. Bill Sarkella gave a county level report.

Presidential Appointments:

- a. Re-appointment of Sarah Morath, Deputy Clerk. **Motion** by R. Mach, seconded by J. Davis to re-appoint Sarah Morath, Deputy Clerk effective July 21, 2023 through July 22, 2024. **Motion Carried.**

Presentations: None

Petitions and Communications:

- a. Resolution #04-2023 - Resolution to Adopt the Village of Port Sanilac 2023-2024 Annual Budget was submitted.
- b. Letter dated June 21, 2023 to Gary Daley, Forester Township Supervisor was replaced by Request for Village Services (see item f.)
- c. Letter received June 22, 2023 from Marjorie J. Hoenicke, Forester Township Clerk was read into the record.
- d. Thank You letter to Port Sanilac Business Association was submitted.
- e. Event and Facility Use Checklist submitted by the CPS Football Team was submitted. **Motion** by S. Balysh, seconded by D. Falcon to approve Event and Facility Use Checklist was tabled to obtain Certificate of Insurance. **Motion Carried.**
- f. Request for Village Services sent to Forester and Sanilac Township was read into the record.

Village Departments, Committees, and Commissions:

Planning Commission:

- a. Planning Commission Approved Meeting Minutes dated May 23, 2023 were submitted.
- b. Planning Commission Unapproved Meeting Minutes dated June 27, 2023 were submitted.
- c. Planning Commission Workshop Meeting Minutes dated June 21, 2023 were submitted.

Zoning Administrator's Report:

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

Public Safety Committee:

- a. Public Safety Committee Meeting Minutes dated June 27, 2023 were submitted.

New Business: None

Previous Business: None

Bills:

- a. **Motion** by R. Mach, seconded by R. Lange to approve Village bill **PAID** dated June 22, 2023 in the amount of \$35,469.00. **Motion Carried.**
- b. **Motion** by S. Balysh, seconded by R. Lange to approve Village bills **PAID** dated June 27, 2023 in the amount of \$933.08. **Motion Carried.**
- c. **Motion** by M. Balysh, seconded by S. Balysh to approve Harbor bills **PAID** dated June 28, 2023 in the amount of \$1,089.66. **Motion Carried.**
- d. **Motion** by R. Mach, seconded by J. Davis to approve Village bills **TO BE PAID** dated July 5, 2023 in the amount of \$24,879.36. **Motion Carried.**
- e. **Motion** by J. Davis, seconded by J. Southard to approve Harbor bills **TO BE PAID** dated July 6, 2023 in the amount of \$22,647.78. **Motion Carried.**

Minutes:

- a. **Motion** by S. Balysh, seconded by R. Lange to approve the Public Hearing Meeting Minutes dated June 20, 2023, as presented. **Motion Carried.**
- b. **Motion** by J. Davis, seconded by M. Balysh to approve the Council Meeting Minutes dated June 20, 2023, as presented. **Motion Carried.**

Treasurer's Report: Darcy Johnson

- a. Financial Statements for June 2022 and June 2023 were submitted.

Business Manager: Larry O'Keefe

- a. Business Manager's June Report was presented by Larry O'Keefe.
- b. Proposal from Arthur Schlichting for Michigan Land Division Act administration was submitted. **Motion** by S. Balysh, seconded by J. Southard to authorize Larry O'Keefe, Zoning Administrator, to sign agreement with Arthur Schlichting, Michigan Advanced Assessing Officer (level 3) was tabled to obtain additional information. **Motion Carried.**

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c. **Motion** by R. Mach, seconded by D. Falcon to award Hinojosa Contracting concrete work for \$3,922.93 per estimate dated June 25, 2023 to meet ADA requirements for the Harbor Park exercise equipment area. **Motion Carried.**

Clerk: Barbara Rabineau

a. Updated Village of Port Sanilac Directory dated June 28, 2023 was distributed to Council.

b. Updated Annual Fee Schedule Draft dated July 5, 2023 was submitted. **Motion** by S. Balysh, seconded by D. Falcon to approve updated Annual Fee Schedule dated July 5, 2023 was tabled for further review. **Motion Carried.**

Work in Progress:

a. 2022 Water Project – nothing to report

Public Comment:

a. Don Morath spoke to the success of the festivities on July 1, 2023 and thanked DPW, SEFA, and all those involved in ensuring safe and enjoyable events.

b. Jim Sroka asked Council to address Ordinance enforcement in the Village.

Adjournment:

Motion by D. Falcon, seconded by M. Balysh to adjourn the council meeting at 7:46 pm. **Motion Carried.**



Barbara Rabineau
Clerk