



Approved Meeting Minutes
Village of Port Sanilac Council Meeting
June 20, 2023

The Pledge of Allegiance to the Flag of the United States of America was led by Jon Davis.

President Falcon called the Council Meeting to order at 7:18 pm.

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

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

Guests Present: Al Daum, Nicole Falls, Deputy Sheriff Nick Gould, Judy Hanselman, Casey Johnson, Mike Owens, Mary Simon, Lori Southard, Jenny Sroka, Jim Sroka, Kenn Wimmer

Agenda/Additions:

1. Treasurer's Report dated June 20, 2023 – Darcy Johnson

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

Public Comment:

a. Residents spoke regarding their concerns regarding SEFA, the Port Sanilac Fire Department, and the continuance of Medical Emergency Services.

Presidential Appointments:

a. Re-Appointment Request from Robert Batz, Planning Commissioner

Motion by S. Balysh, seconded by R. Mach to re-appoint Bob Batz to the Planning Commission, effective July 1, 2023 through June 30, 2026 (three-year term). **Motion Carried.**

b. Re-Appointment for Larry O'Keefe, Business Manager, DPW Manager, Streets Administrator, and Zoning Administrator

Motion by D. Falcon, seconded by J. Davis to re-appoint Larry O'Keefe for Business Manager, DPW Manager, Streets Administrator, and Zoning Administrator, effective July 1, 2023 through June 30, 2024 (one-year term). **Motion Carried.**

c. Re-Appointment for Barbara Rabineau, Village Clerk

Motion by S. Balysh, seconded by J. Southard to re-appoint Barbara Rabineau for Clerk, effective July 1, 2023 through June 30, 2025 (two-year term). **Motion Carried.**

Presentations: None

Petitions and Communications:

a. Event and Facility Use Check List – Fireworks Collection at the Four Corners June 16th and June 17th (Approved by President Falcon June 12, 2023) was submitted.

b. Event and Facility Use Check List for Parade on July 1, 2023 was submitted. **Motion** by R. Mach, seconded by R. Lange to approve the Event and Facility Use Check List for the Parade on July 1, 2023. **Motion Carried.**

c. Event and Facility Use Check List for the Summer Festival on July 15, 2023 was submitted. **Motion** by J. Southard, seconded by R. Lange to approve the Event and Facility Use Check List for the Summer Festival on July 15, 2023. **Motion Carried.**

d. Resolution #04-2023 – Resolution to Adopt the Village of Port Sanilac 2023-2024 Annual Budget was submitted. **Motion** by R. Mach, seconded by J. Davis to approve Resolution #04-2023 to adopt the Village of Port Sanilac 2023-2024 Annual Budget, as presented at the Public Hearing on June 20, 2023.

Roll Call Vote:

M. Balysh yes, S. Balysh yes, J. Davis yes, R. Lange yes, R. Mach yes, J. Southard yes, D. Falcon yes.

Motion Carried.

Village Departments, Committees, and Commissions:

Public Safety Committee: Don Morath

a. Sheriff's May 2023 Incident Report was presented by Deputy Sheriff Nick Gould.

Harbor Oversight Committee:

a. Harbor Oversight Committee Meeting Minutes dated May 22, 2023 were presented by Anne Soule.

Parks and Recreation Committee:

a. Parks and Recreation June Report was presented by Dan Finn.

a1. Youth Summer Recreation Program was reviewed. **Motion** by R. Mach, seconded by J. Southard to authorize a change in the pay rate for the Directors for the Summer Recreation Program from \$12.00 to \$13.00 per hour. **Motion Carried.**

b. Sparks Grant – Sue Balysh reported that due to time constraints, the Sparks Grant will not be pursued for 2023. Other grant opportunities will be reviewed.

Personnel Committee:

a. Personnel Committee Meeting Minutes dated June 12, 2023 were submitted.

Public Safety Committee:

a. Public Safety Committee Meeting Minutes dated June 13, 2023 were submitted.

Finance Committee:

a. Finance Committee Meeting Minutes dated June 13, 2023 were submitted.

a1. **Motion** by R. Mach, seconded by D. Falcon to authorize the reroofing of the Bark Shanty Community Center and accept the proposal from Parraghi Roofing and Sheet Metal, LLC for \$45,000.00 for the total BSCC reroof, \$575.00 for the shed and \$3,400.00 for the garage for a total price of \$48,975.00 to be charged to account 296-930-0, as recommended by the Finance Committee. **Motion Carried.**

a2. **Motion** by S. Balysh, seconded by J. Davis to approve the Bark Shanty Community Center Reroof loan through Thumb Bank & Trust for \$30,000.00 with an annual re-payment schedule. **Motion Carried.**

a3. **Motion** by J. Davis, seconded by M. Balysh to approve a Rental Inspection Fee of \$150.00, as recommended by the Finance Committee. **Motion Carried.**

a4. Motion by S. Balysh, seconded by R. Lange to approve the proposal for \$1,448.30 from Dornbos Sign for general signage, and wayfaring signage; charge to account 204-930-0, as recommending by the Finance Committee. **Motion Carried.**

a5. Motion from R. Lange, seconded by R. Mach to approve proposal for \$7,695.00 plus a fuel surcharge from Tri-County Vac for Lead Service Line Verification and 19 Hole Budget for turn key inspection including restoration; charge to account 591-803-0, as recommended by the Finance Committee. **Motion Carried.**

a6. Motion by R. Mach, seconded by J. Southard to approve Union healthcare increase of \$37.80 per employee per month, as recommended by the Finance Committee. **Motion Carried.**

New Business: None

Previous Business: None

Bills:

a. Motion by M. Balysh, seconded by J. Southard to approve Village bills **PAID** dated June 12, 2023 in the amount of \$17,692.47. **Motion Carried.**

b. Motion by S. Balysh, seconded by J. Davis to approve Harbor bills **PAID** dated June 13, 2023 in the amount of \$64.42. **Motion Carried.**

c. Motion by S. Balysh, seconded by R. Mach to approve Village bills **TO BE PAID** dated June 20, 2023 in the amount of \$16,079.66. **Motion Carried.**

d. Motion by M. Balysh, seconded by J. Southard to approve Harbor bills **TO BE PAID** dated June 21, 2023 in the amount of \$3,571.67. **Motion Carried.**

Minutes:

Motion by S. Balysh, seconded by R. Mach to approve the Council Meeting Minutes dated June 6, 2023, as presented. **Motion Carried.**

Business Manager: Larry O'Keefe

Clerk: Barbara Rabineau

a. May 16, 2023 Council Meeting tabled written statement to be posted on the Village website for prospective Trustees and/or Commissioners regarding qualifications and expectations; see draft. **Motion** by R. Mach, seconded by J. Southard to approve written statement to be posted on Village Website for prospective Trustees and/or Commissioners regarding qualifications and expectations. **Motion Carried.**

b. Ordinance: Title III Chapter 30.16 (informational) was submitted.

c. 3rd Quarter Newsletter draft was submitted. **Motion** by S. Balysh, seconded by D. Falcon to approve purchase of postage for newsletter mailing. **Motion Carried.**

Treasurer's Report: Darcy Johnson

a. Treasurer's Report dated June 20, 2023

a1. Motion by D. Falcon, seconded by S. Balysh to approve budget adjustment to adjust water RRI budget to pay Northern Pump & Well invoice:

- a. Water RRI Balance Forward 594-670-2 +\$25,523.00
- b. Water RRI R & M 594-930-0 +\$25,523.00

Motion Carried.

a2. Motion by J. Davis, seconded by D. Falcon to approve Northern Pump and Well Invoice #23-J2637 for \$35,469.00 to repair Well #3; charge account 594-930-0. **Motion Carried.**

Work in Progress:

a. 2022 Water Project – Nothing to report.

Public Comment:

a. Mary Simon reported the Planning Commission Workshop RRC and 5-Year Plan activities are winding down; the Zoning ordinance updates will be the responsibility of the full Planning Commission.

b. R. Mach reviewed accomplishments achieved during the past few years with cooperation and hard work from Council, employees, volunteers, and the Port Sanilac Residents.

Adjournment:

Motion by D. Falcon, seconded by R. Mach to adjourn the council meeting at 8:38 pm. **Motion Carried.**



Barbara Rabineau
Clerk