



The Village of
Port Sanilac

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Approved Meeting Minutes
Village of Port Sanilac Council Meeting
November 16, 2023

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

President Pro-Tem M. Balysh called the Council Meeting to order at 7:01 pm.

Council Members Present: M. Balysh, S. Balysh, B. Hunter, B. Simon, A. True

Council Member Absent: D. Falcon

Staff Present: Chad Gainor, Don Morath, Larry O'Keefe, Barbara Rabineau

Guests: Al Daum, Beth Emond, Ray Emond, Cathie Hazlett, Dave Hazlett, Deputy Jordan Katt, Jeff Lyall, Brian Moran Jr., Brian Moran Sr., Jeff Smeader, Jenny Sroka, Jim Sroka

Agenda/Additions:

1. Letter from the Sanilac East Fire Authority dated November 16, 2023

Motion by B. Hunter, seconded by B. Simon to approve Agenda and Addition. **Motion Carried.**

Public Comment: None

Presidential Appointments: None

Presentations: None

Petitions and Communications:

- a. Harbor Park Grant Project Final Reimbursement Notice was submitted.

Village Departments, Committees, and Commissions:

Governance:

a. Sheriff's October Incident Report was presented by Deputy Jordan Katt. Deputy Katt advised property checks are offered through the Sheriff's Department.

b. Governance Committee meeting minutes dated November 9, 2023 were presented by Larry O'Keefe.

b1. Attachment I – Chapter 110: Long-Term Rental Dwellings was submitted.

b2. Attachment II – Chapter 34: Public Safety was submitted.

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b3. Motion by M. Balysh, seconded by B. Hunter to adopt Village Ordinance changes consistent with the proposed Short Term Rental Zoning Ordinance changes, as recommended by the Governance Committee.

Roll Call Vote:

M. Balysh yes, S. Balysh yes, B. Hunter yes, B. Simon yes, A. True yes, D. Falcon absent.

Motion Carried.

b4. Motion by B. Hunter, seconded by A. True to adopt rewrite of Village Ordinance Chapter 34, as recommended by the Governance Committee, subject to Corporate Counsel review.

Roll Call Vote:

M. Balysh yes, S. Balysh yes, B. Hunter yes, B. Simon yes, A. True yes, D. Falcon absent.

Motion Carried.

b5. Motion by B. Hunter, seconded by M. Balysh to authorize Clerk to assign Ordinance changes to Deputy Clerk at a rate of \$15.00 per hour. **Motion Carried.**

b6. Motion by S. Balysh, seconded by B. Simon to recommend Council engage Kyle O'Mara, of Ferris, Schwedler, and O'Mara, for Corporate Counsel for the Village of Port Sanilac, as recommended by the Governance and Finance Committees. **Motion Carried.**

b7. Motion by S. Balysh, seconded by B. Hunter to authorize L. O'Keefe, Business Manager, to execute USDA RD related contract documents for Legal Services and Engineering Services. **Motion Carried.**

c. Harbor Master Report dated November 7, 2023 was read into the record by the Clerk.

Community Development/Parks and Recreation:

a. Parks & Recreation Report dated November 8, 2023 was presented by Chad Gainor.

b. Village of Port Sanilac Parks & Recreation and Sanilac Township Contract was submitted.

b1. Motion by B. Hunter, seconded by A. True to authorize President Falcon to sign Contract with Sanilac Township for Parks & Recreation activities for 2024-2025. **Motion Carried.**

New Business:

a. B. Simon stated Dan Kelly, SEFA Chairperson, is requesting the Village of Port Sanilac motion to have President Falcon and the Village attorney meet with other SEFA partners regarding the proposed two-party entity. The SEFA board voted to withdraw the motion to dissolve but to allow Forester Township to leave December 31, 2023. **Motion** by B. Simon, seconded by B. Hunter to allow President Falcon and Village Counsel to meet with other Sanilac East Fire Authority entities to discuss Sanilac East Fire Authority Articles of Incorporation going forward. **Motion Carried.**

Previous Business:

a. Master Plan DRAFT was reviewed by Council and comments and corrections were forwarded to Mary Simon, Planning Commission Chairperson.

a1. Motion by B. Hunter, seconded by A. True to approve Master Plan DRAFT 2024-2044, incorporating changes and corrections, as submitted to Mary Simon, Planning Commission Chairperson. **Motion Carried.**

b. Sanilac East Fire Authority letter dated November 16, 2023 will be forwarded to the Finance Committee and Corporate Counsel for review and recommendations.

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Bills:

a. **Motion** by S. Balysh, seconded by B. Hunter to approve Village bills **PAID** dated November 7, 2023 in the amount of \$ \$11,222.22. **Motion Carried.**

b. **Motion** by S. Balysh, seconded by B. Hunter to approve Harbor bills **PAID** dated November 8, 2023 in the amount of \$916.03. **Motion Carried.**

c. **Motion** by A. True, seconded by S. Balysh to approve Village bills **TO BE PAID** dated November 16, 2023 in the amount of \$23,863.60. **Motion Carried.**

d. **Motion** by B. Simon, seconded by M. Balysh to approve Harbor bills **TO BE PAID** dated November 17, 2023 in the amount of \$179.97. **Motion Carried.**

Minutes:

Motion by S. Balysh, seconded by B. Hunter to approve the Council Meeting Minutes dated November 2, 2023, as presented. **Motion Carried.**

Business Manager: Larry O'Keefe – nothing additional to report.

Clerk: Barbara Rabineau

a. Updated Sub Committee Listing dated November 9, 2023 was submitted.

Work in Progress:

a. 2022 Water Project

Public Comment:

a. Brian Moran Sr. commented on DPW plow trucks needing replacement.

Adjournment:

Motion by B. Hunter, seconded by M. Balysh to adjourn the council meeting at 7:40 pm. **Motion Carried.**



Barbara Rabineau
Clerk