



The Village of
Port Sanilac

56 N. Ridge St. • Box 628 • Port Sanilac, MI 48469-0628 • Ph. (810) 622-9963 • Fax (810) 622-7801



Approved Meeting Minutes
Village of Port Sanilac Council Meeting
April 2, 2024

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

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

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

Council Members Absent: Linda Hahn, Damien Falcon

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

Guests: Mary Simon, Dan Sinagoga, Jeff Smeader, Jenny Sroka, Jim Sroka, Marie Willis

Agenda/Additions:

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

Public Comment:

a. B. Hunter stated the Easter Egg Hunt sponsored by the Sanilac County Historical Museum and the Village of Port Sanilac was very successful; approximately 155 children attended.

Presidential Appointments: None

Presentations: None

Petitions and Communications:

a. Amendment to Zoning Ordinance Article 17 – Special Land Use Section 17.10.32 - Short Term Rental verbiage and direction was provided by Corporate Counsel. Discussion was held regarding the proposed amendments to Section 17.10.32 of the Village of Port Sanilac Zoning Ordinance, as recommended by the Planning commission. Upon **Motion** made by B. Hunter, which was supported by B. Simon, the proposal was referred back to the Planning Commission to be modified so as to more fully address its application to existing short-term rental properties. **Motion Carried.**

b. Resolution #03-2024 – Adoption of Master Plan was submitted into the record.

Village Departments, Committees, and Commissions:

Planning Commission:

a. Planning Commission Approved Public Hearing Meeting Minutes dated February 27, 2024 were submitted.

b. Planning Commission Approved Meeting Minutes dated February 27, 2024 were submitted.

c. Planning Commission Unapproved Meeting Minutes dated March 26, 2024 were submitted.

d. Planning Commission Unapproved Public Hearing Meeting Minutes dated March 29, 2024 were distributed to Trustees prior to the Council Meeting and submitted into the record.

e. RRC final action steps were presented by Mary Simon.

Zoning Administrator's Report:

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

Governance Committee:

a. Governance Committee Meeting Minutes dated March 19, 2024 were presented by Larry O'Keefe.

Personnel Committee:

a. Personnel Committee Meeting Minutes dated March 19, 2024 were presented by Larry O'Keefe.

New Business: None

Unfinished Business:

a. Sanilac East Fire Authority – Negotiations Update. Jim Sroka spoke to the proposal submission outlined in the newsletter, followed by a submission from Sanilac Township with the Village then responding with a counter proposal. A meeting will be scheduled for later this week with the Township. The new agreement should eliminate the need for interpretation.

a1. Sanilac East Fire Authority – Monthly Meeting Update. B. Hunter advised the Forester Township contract was submitted and an inflatable boat was purchased. Jim Sroka stated SEFA was originally established to spread the budget out and to give Sanilac Township some authority. The agreement now gives almost all the authority to Sanilac Township. A SEFA finance meeting was held to review line items over budget and to initiate financial transfers to be presented at the next SEFA meeting. Preliminary work on a future budget has also begun.

Bills:

a. **Motion** by S. Balysh, seconded by A. True to approve Village bills **PAID** dated March 26, 2024 in the amount of \$2,745.39. **Motion Carried.**

b. **Motion** by S. Balysh, seconded by B. Hunter to approve Harbor bills **PAID** dated March 27, 2024 in the amount of \$306.80. **Motion Carried.**

c. **Motion** by B. Hunter, seconded by B. Simon to approve Village bills **PAID** dated March 28, 2024 in the amount of \$1,750.00. **Motion Carried.**

d. **Motion** by A. True, seconded by S. Balysh to approve Village bills **TO BE PAID** dated April 2, 2024 in the amount of \$3,927.61. **Motion Carried.**

e. **Motion** by S. Balysh, seconded by B. Simon to approve Harbor bills **TO BE PAID** dated April 3, 2024 in the amount of \$2,130.70. **Motion Carried.**

Minutes:

Motion by B. Simon, seconded by B. Hunter to approve the Council Meeting Minutes dated March 19, 2024, as presented. **Motion Carried.**

Treasurer's Report: Darcy Johnson

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

b. Treasurer's Report dated April 2, 2024 was presented by Darcy Johnson.

b1. Motion by S. Balysh, seconded by B. Hunter to adjust the general fund budget using excess insurance budget to increase committee stipends for SEFA, Ad Hoc stipends, and over budget items on legal, printing and publishing budgets.

i.	Insurance/bonds expense	101-100-807	-\$4,000.00
ii.	Committee stipends	101-100-704	+\$1,000.00
iii.	Printing & publishing	101-100-900	+\$1,500.00
iv.	Legal	101-100-801	+\$1,500.00

Motion Carried.

Business Manager: Larry O’Keefe

a. Business Manager’s Report dated March 2024 was presented by Larry O’Keefe.

a1. Motion by B. Hunter, seconded by S. Balysh to purchase a new Land Pride grader blade Model RB 1684 from Ball Equipment in Sandusky for \$1,249.00; charge account 661-100-930. **Motion Carried.**

Clerk: Barbara Rabineau

a. 2024 Election petitions and instructions for open Council seats along with information regarding the Bark Shanty Community Center Millage renewal will be submitted at the next Council meeting.

Work in Progress:

a. 2022 Water Project – update provided under Business Manager’s Report.

Public Comment:

a. B. Hunter suggested setting up the first (of two) Town Hall meetings. President Pro-Tem Balysh suggested Council table establishing a date until the SEFA agreement is closer to completion, as residents will have questions; the second Town Hall can be scheduled for the fall.

b. S. Balysh stated attendance at community meetings and directing residents and business owners how to pursue projects will aid in the development of our community. B. Hunter stated that is directly in line with improvements that will be made to our website to better align us with our Redevelopment Ready Community goals.

c. **Motion** by B. Hunter, seconded by B. Simon to add an agenda item for training activities to track progress. **Motion Carried.** Training provided by Linda Hahn will be backdated on the next agenda.

d. B. Hunter will provide training for on-line calendar use if any one is interested.

Adjournment:

Motion by B. Hunter, seconded by B. Simon to adjourn the council meeting at 7:54 pm. **Motion Carried.**

Barbara Rabineau, Clerk