



The Village of  
**Port Sanilac**

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**Approved Meeting Minutes**  
Village of Port Sanilac Council Meeting  
June 4, 2024

The Pledge of Allegiance to the Flag of the United States of America was led by D. Falcon prior to the beginning of the Public Hearing held prior to the Council Meeting.

President Falcon calls the Council Meeting to order at 7:08 pm.

**Council Members Present:** M. Balysh, S. Balysh, L. Hahn, B. Hunter, B. Simon, A. True, D. Falcon  
**Staff Present:** Tjwana Hvizdos, Darcy Johnson, Don Morath, Larry O'Keefe, Barbara Rabineau  
**Guests:** Randy Hill, Bill Sarkella, Mary Simon, Jenny Sroka, Jim Sroka, Cathy Stewart, Julie Stolicker, Marie Willis

**Agenda/Additions:**

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

**Public Comment:**

- a. Marie Willis addressed Council regarding the noise ordinance and lack of a noise ordinance for the business district. Her request will be forwarded to the Governance Committee.
- b. Randy Hill, 133 Chippewa Street, addressed Council regarding drainage issues. President Falcon advised he will contact with him next week after reviewing with Larry O'Keefe.
- c. Cathy Stewart and Julie Stolicker with the Port Sanilac Business Association presented a check for \$1,450.48 to the Village of Port Sanilac for banners.
- d. Bill Sarkella gave a county level report.
- e. Mary Simon announced Sanilac County will be sponsoring a Household Hazardous Waste Collection Event Tuesday, September 10, 2024. Mary also invited Council to attend the meeting with Katie Higgs from the MEDC regarding the Redevelopment Ready Community status. She also gave an update regarding the short-term rental registration.

**Presidential Appointments:** None

**Presentations:**

- a. President Falcon presented certificates of appreciation to Don Morath and Jim Sroka.

**Petitions and Communications:**

- a. Event and Facility Use Check List – Port Sanilac Antique Boat & Vintage Show – August 16, 2024 and August 17, 2024  
**Motion** by D. Falcon, seconded by S. Balysh to table the Event and Facility Use Check List – Port Sanilac Antique Boat & Vintage Show August 16, 2024 and August 17, 2024; will be re-submitted at the next Council Meeting. **Motion Carried.**

b. Resolution #06-2024 – Resolution to Adopt the Village of Port Sanilac 2024-2025 Annual Budget. **Motion** by B. Hunter, seconded by B. Simon to approve Resolution #06-2024 to adopt the Village of Port Sanilac 2024-2025 Annual Budget, as presented at the Public Hearing on June 4, 2024, and as recommended by the Finance Committee, subject to Corporate Counsel review of compliance with the Open Meetings Act.

**Roll Call Vote:**

M. Balysh yes, S. Balysh yes, L. Hahn yes, B. Hunter yes, B. Simon yes, A. True yes, D. Falcon yes  
**Motion Carried.**

c. Ordinance #2024-03 – Amendment to Village of Port Sanilac Ordinance Title XI: Business Regulations Chapter 113. Peddlers and Auctioneers.  
**Motion** by S. Balysh, seconded by B. Hunter to adopt Village Ordinance #2024-03 – Amendment to Village of Port Sanilac Ordinance Title XI: Business Regulations Chapter 113. Peddlers and Auctioneers, as recommended by the Governance Committee.

**Roll Call Vote:**

M. Balysh yes, S. Balysh yes, L. Hahn yes, B. Hunter yes, B. Simon yes, A. True yes, D. Falcon yes  
**Motion Carried.**

d. Email and Certificate of Coverage from Michigan Department of Environment, Great Lakes, and Energy were presented by Larry O’Keefe.

**Training:**

a. Mary Simon will be providing training at the next Governance Committee Meeting.

**Village Departments, Committees, and Commissions:**

**Governance Committee:**

a. Governance Committee Meeting Minutes dated May 21, 2024 were presented by Larry O’Keefe. L. Hahn asked questions regarding the DDA mentioned in the minutes.

**Planning Commission:**

- a. Approved Planning Commission Public Hearing Meeting Minutes dated April 23, 2024 were submitted.
- b. Approved Planning Commission Meeting Minutes dated April 23, 2024 were submitted.
- c. Approved Planning Commission Public Hearing Meeting Minutes dated April 24, 2024 were submitted.
- d. Unapproved Planning Commission Meeting Minutes dated May 28, 2024 were submitted.

**Zoning Administrator’s Report:**

a. Zoning Administrator’s May Report was presented by Larry O’Keefe.

**New Business: None**

**Unfinished Business:**

- a. Sanilac East Fire Authority negotiations update was given by L. Hahn.
- a1. The Sanilac East Fire Authority monthly meeting will take place later in the month.

**Bills:**

- a. **Motion** by A. True, seconded by L. Hahn to approve Village bills **PAID** dated May 28, 2024 in the amount of \$6,494.93. **Motion Carried.**
- b. **Motion** by S. Balysh, seconded by L. Hahn to approve Harbor bills **PAID** dated May 29, 2024 in the amount of \$69.27. **Motion Carried.**
- c. **Motion** by L. Hahn, seconded by B. Hunter to approve Village bills **TO BE PAID** dated June 4, 2024 in the amount of \$6,384.65. **Motion Carried.**
- d. **Motion** by B. Simon, seconded by D. Falcon to approve Harbor bills **TO BE PAID** dated June 4, 2024 in the amount of \$24,643.12. **Motion Carried.**

**Minutes:**

- a. **Motion** by L. Hahn, seconded by M. Balysh to approve the Council Meeting Minutes dated May 21, 2024, as presented. **Motion Carried.**
- b. **Motion** by B. Hunter, seconded by A. True to approve Public Hearing Meeting Minutes dated June 4, 2024, as read. **Motion Carried.**

**Treasurer's Report:** Darcy Johnson

- a. Financial Statements dated May 2023 and May 2024 were submitted.
- b. Treasurer's May Report dated June 4, 2024 was presented by Darcy Johnson. **Motion** by S. Balysh, seconded by L. Hahn to approve the following budget adjustments:
  - a. County 2 mills Bookkeeping      204-100-722      +\$1,978.00
  - County 2 mills R & M              204-100-930      -\$8,978.00
  - County 2 mills Utilities            204-100-920      +\$7,000.00

**Motion Carried.**

- c. Michigan Department of Treasury Form L-4029 – 2024 Tax Rate Request  
**Motion** by B. Simon, seconded by B. Hunter to approve and authorize Damien Falcon, President and Barbara Rabineau, Clerk to sign Michigan Department of Treasury Form L-4029 – 2024 Tax Rate Request.  
**Motion Carried.**

**Business Manager:** Larry O'Keefe

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

**Clerk:** Barbara Rabineau

- a. Newsletter article submission deadline is June 7, 2024. Mary Simon to forward a notice for short-term and long-term rental property owners to be included in the newsletter. Additions will also include notification of the Amendment to Chapter 113. Peddlers and Auctioneers and non-emergency contact information.
- b. Deadline to file an affidavit of Identity for Village elected office – July 23, 2024. Clerk asked that candidates inform her when decision is made.

**Work in Progress:**

- a. 2022 Water Project – update given under Business Manager's Report.

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**Public Comment:**

a. President Falcon would like Council to consider approving a duty phone for DPW employees to utilize when they are on-call.

b. S. Balysh advised the parade route must be changed as St. Mary's has another engagement on July 6, 2024 utilizing the parking area.

**Adjournment:**

**Motion** by D. Falcon, seconded by B. Hunter to adjourn the council meeting at 8:30 pm. **Motion Carried.**



Barbara Rabineau, Clerk