



The Village of
Port Sanilac

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Approved Meeting Minutes
Village of Port Sanilac Council Meeting
November 2, 2023

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

President Falcon called the Council Meeting to order at 7:01 pm.

Council Members Present: M. Balysh, S. Balysh, B. Hunter, B. Simon, D. Falcon

Council Members Absent: J. Southard, A. True

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

Guests: Al Daum, Cathie Hazlett, Dave Hazlett, Mary Simon, Jenny Sroka, Jim Sroka

Agenda/Additions:

1. Letter of Resignation from Jim Southard dated October 26, 2023.

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

Public Comment:

a. Bill Sarkella gave a county level report.

Presidential Appointments: None

Presentations: None

Petitions and Communications:

a. Letter of Resignation from Jim Southard dated October 26, 2023 was read into the record.

Motion by S. Balysh, seconded by B. Hunter to accept resignation letter from Jim Southard, Trustee dated October 26, 2023. **Motion Carried.**

Village Departments, Committees, and Commissions:

Planning Commission:

a. Approved Planning Commission Meeting Minutes dated September 26, 2023 were submitted.

b. Approved Public Hearing Minutes dated September 26, 2023 were submitted.

c. Unapproved Planning Commission Meeting Minutes dated October 24, 2023 were submitted.

d. Unapproved Public Hearing Meeting Minutes dated October 26, 2023 were submitted.

e. RRC Best Practice Guidelines – Final Compliance Report dated October 24, 2023 was submitted.

f. Mary Simon and Jim Sroka presented the Master Plan draft. Council members will forward any questions or clarifications to the Clerk by November 8, 2023. Public notification will be listed on the Village Sign and links will be available on the Village website. The Public Hearing for the Master Plan is scheduled for Tuesday, January 23, 2024.

Zoning Administrator's Report:

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

New Business: None

Previous Business:

- a. B. Hunter updated Council on planting a live tree in Fire Hall Park utilizing a donation from the Port Sanilac Business Association. S. Balysh added that the money given to the Port Sanilac Business Association refunding their donation for inflatables at the Summer Festival was then returned to the Village toward the tree; she is happy the two groups are working together. **Motion** by B. Hunter, seconded by D. Falcon to authorize planting a live tree in Fire Hall Park to be utilized for the Christmas tree lighting. Funding to include a donation from the Port Sanilac Business Association of \$775.00; a plaque will be placed at the site to recognize their donation. **Motion Carried.**

- b. Sanilac East Fire Authority update. B. Hunter advised that SEFA has accepted the Village of Port Sanilac's Resolution to rescind the previous Resolution to dissolve SEFA; the SEFA board must decide on the dissolution. The date has been moved back to June 30, 2024; the two-party Authority decision needs to be addressed. The next SEFA meeting is scheduled for November 14, 2023. Meetings have taken place with Chief Moran and will continue to repair the relationship. President Falcon stated he and M. Balysh will be looking at two party board models. He believes positive progress is being made with Sanilac Township.

Bills:

- a. **Motion** by B. Hunter, seconded by M. Balysh to approve Village bills **PAID** dated October 24, 2023 in the amount of \$10,838.01. **Motion Carried.**
- b. **Motion** by S. Balysh, seconded by B. Hunter to approve Harbor bills **PAID** dated October 25, 2023 in the amount of \$48.84. **Motion Carried.**
- c. **Motion** by B. Hunter, seconded by M. Balysh to approve Village bills **TO BE PAID** dated November 2, 2023 in the amount of \$18,640.31. **Motion Carried.**
- d. **Motion** by B. Hunter, seconded by B. Simon to approve Harbor bills **TO BE PAID** dated November 3, 2023 in the amount of \$483.45. **Motion Carried.**
- e. **Motion** by S. Balysh, seconded by B. Simon to approve Water Fund bill **TO BE PAID** dated November 4, 2023 in the amount of \$7,052.75. **Motion Carried.**

Minutes:

- Motion** by S. Balysh, seconded by B. Hunter to approve the Council Meeting Minutes dated October 19, 2023, as presented. **Motion Carried.**

Treasurer's Report: Darcy Johnson

- a. Financial Statements dated October 2022 and 2023 were submitted.
- b. Treasurer's Report dated November 2, 2023 was presented by Darcy Johnson.

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b1. Budget Adjustments/Internal Transfers as follows:

Transfer to:	101-100-581 <u>Bookkeeping</u>	101-100-582 <u>Officer Salaries</u>	101-100-583 <u>Hospitalization</u>	101-100-584 <u>Fringe</u>	565-100-692 <u>DPW Pension</u>
Gen Op (no txf)	\$ 1,199.00	\$ 1,860.00	-	-	-
Major Streets	\$ 2,500.00	\$ 3,500.00	\$ 3,300.00	\$ 1,349.00	\$ 2,310.00
From	202-100-722	202-100-723	202-100-716	202-100-717	202-100-721
Local Street	\$ 1,600.00	\$ 2,000.00	\$ 7,116.00	\$ 2,907.00	\$ 4,921.00
From	203-100-722	203-100-723	203-100-716	203-100-717	203-100-721
Sidewalks	\$ 1,049.00	\$ 1,628.00	\$ 890.00	\$ 363.00	\$ 525.00
From	213-100-722	213-100-723	213-100-716	213-100-717	213-100-721
County 2 Mills	\$ 4,196.00	\$ 6,512.00			
From	204-100-722	204-100-723			
Buildings & Grounds	\$ 1,978.00	\$ 3,070.00			
From	631-100-722	631-100-723			
BSCC	\$ 2,218.00	\$ 3,442.00	\$ 3,558.00	\$ 1,453.00	\$ 2,099.00
From	211-100-722	211-100-723	211-100-716	211-100-717	211-100-721
Parks & Rec.	\$ 1,798.00	\$ 2,791.00			
From	208-100-722	208-100-723			
Law	\$ 3,021.00	\$ 4,689.00			
From	207-100-722	207-100-965			
DPW	\$ 7,456.00	\$ 11,572.00	\$ 13,343.00	\$ 5,450.00	\$ 9,097.00
From	565-100-722	565-100-723	565-100-716	565-100-717	no txf
Sewer	\$ 6,123.00	\$ 9,502.00	\$ 7,709.00	\$ 3,149.00	\$ 5,727.00
From	590-100-722	590-100-723	590-100-716	590-100-717	590-100-721
Water	\$ 8,831.00	\$ 13,706.00	\$ 13,046.00	\$ 5,329.00	\$ 10,049.00
From	591-100-722	591-100-723	591-100-716	591-100-717	591-100-721
Trash	\$ 6,653.00	\$ 10,326.00			
From	560-100-722	560-10-723			
Harbor	\$ 18,006.00	\$ 3,503.00			101-100-676 <u>Harbor Pension</u>
From	586-100-722	586-100-723			\$ 19,038.00 586-100-721
Total	\$66,628.00	\$78,101.00	\$48,965.00	\$20,000.00	\$34,728.00
Total Harbor					\$19,038.00

Motion by S. Balysh, seconded by B. Hunter to approve internal transfers as approved in the 2023/2024 budget. **Motion Carried.**

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Business Manager: Larry O'Keefe

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

Clerk: Barbara Rabineau

- a. Resolution #06-2023 – A Resolution Rescinding Prior Resolution #03-2023 – A Resolution to Dissolve the Sanilac East Fire Authority was submitted into the record.
- b. 4th Quarter Newsletter Survey Results were submitted.

Work in Progress:

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

Public Comment:

- a. **Motion** by B. Hunter, seconded by M. Balysh to authorize Clerk to advertise open Council seat in the Sanilac News. **Motion Carried.**
- b. President Falcon requested the Clerk to read into the record the correspondence from Don Morath, Public Safety Coordinator dated November 2, 2023 regarding Title III: Administration, Chapter 34; correspondence will be forwarded to Governance for recommendation to Council.
- c. A resident requested clarification on the correspondence from Don Morath.
- d. Mary Simon stated the ordinance regarding council meetings does not have to specify the day of the week; the advertised meeting notices need the day, time, and location. Village Ordinances need to be reviewed regarding long term rental dwellings. Also, there is no ordinance restricting street parking even though it is posted.

Adjournment:

Motion by D. Falcon, seconded by B. Hunter to adjourn the council meeting at 8:02 pm. **Motion Carried.**



Barbara Rabineau
Clerk