



The Village of
Port Sanilac

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Approved Meeting Minutes
Village of Port Sanilac Council Meeting
June 6, 2023

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

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

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

Council Member Absent: D. Falcon (excused)

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

Guests: Eric Bruss, Al Daum, John Haman, Mike Owens, Mike Pierson, Lori Southard, Jeff Smeader

Agenda/Additions:

1. Re-appointment of Don Morath as Public Safety Coordinator

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

Public Comment:

a. Jeff Smeader reminded Council of DPW projects requiring attention.

b. Dan Finn spoke of the \$2,500.00 grant awarded from Sanilac County Mental Health on June 5, 2023. Monies will be used to help fund the Port Sanilac Summer Youth Program and the Summer Festival. Dan asked Council for authorization to begin the hiring process for two directors at \$12.00 per hour, to prepare documents for a three-week Summer Youth Program with a participation fee of \$10.00 per child, and to research the grant specifications and liability insurance implications if the program is held at the Sanilac County Museum.

b1. Motion by M. Balysh, seconded by S. Balysh to authorize Dan Finn to proceed with planning activities for the Port Sanilac Summer Youth Program and the Summer Festival utilizing grant monies from Sanilac County Mental Health. **Motion Carried.**

c. Bill Sarkella gave a county level report.

d. Jon Davis thanked the DPW employees for their valiant efforts during the holiday weekend addressing the water issues in addition to their normal duties. He suggested to residents that they also thank the DPW employees.

e. Jon Davis also recognized and thanked the volunteers and contributors for making the Blessing of the Fleet Event held on Memorial Day a success; a "Thank You" letter was sent to Willis Market for providing the food.

Presidential Appointments:

a. **Motion** by J. Southard, seconded by R. Mach to re-appoint Don Morath as Public Safety Coordinator effective July 1, 2023 through June 30, 2024. **Motion Carried.**

Presentations: None

Meeting Minutes June 6, 2023

Petitions and Communications:

- a. Letter sent to the Sanilac East Fire Authority dated May 18, 2023 was submitted.
- b. Resolution Number: #03-2023 – To Dissolve the Sanilac East Fire Authority was submitted.
- c. Letter sent to Blues Festival Committee dated May 23, 2023 was read into the record.
- d. Email received from Blues Festival Committee dated May 23, 2023 was read into the record.
- e. 2022 Water Quality Report for Village of Port Sanilac was submitted.

Village Departments, Committees, and Commissions:

Planning Commission:

- a. Planning Commission Approved Meeting Minutes dated April 25, 2023 were submitted.
- b. Planning Commission Unapproved Meeting Minutes dated May 23, 2023 were submitted.
- c. Planning Commission Workshop Meeting Minutes dated May 16, 2023 were submitted.
- d. Planning Commission Workshop Meeting Minutes dated May 23, 2023 were submitted.

Zoning Administrator's Report:

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

Parks & Recreation Committee:

- a. Deadline for Sparks Grant is June 26, 2023.
- a1. Motion** by R. Mach, seconded by S. Balysh to apply for Sparks Grant to be utilized for upgrades to Bark Shanty contingent on the likelihood of receiving funding and the Village of Port Sanilac's ability to match required funds. **Motion Carried.**

Public Safety Committee:

- a. Public Safety Committee Meeting Minutes dated June 1, 2023 were presented by Larry O'Keefe and Don Morath.
- a1. Motion** by J. Davis, seconded by R. Mach to direct the Public Safety Committee to provide supervision, planning, and to direct staff in accomplishing the re-establishment of the Port Sanilac Fire Department as a Village department. **Motion Carried.**
- a2. Motion** by J. Davis, seconded by R. Mach to direct the staff of the Village to take actions to create, establish, and perform those duties, as required by the laws of the State of Michigan, to re-establish the Port Sanilac Fire Department. **Motion Carried.**
- a3.** Don Morath accepted the re-appointment as Public Safety Coordinator for the Village of Port Sanilac. He also stated that the previously reported dog bite incident has been closed with the Sanilac County's Sheriff's Department; the family may pursue civil action.

Meeting Minutes June 6, 2023

a4. **Motion** by R. Mach, seconded by R. Lange authorized Larry O'Keefe, Business Manager to dispose of the International Harvester Dump Truck by sealed bid/silent auction. **Motion Carried.**

a5. The Public Safety Committee determined the grant opportunity for fire equipment should be handled by the Sanilac East Fire Authority; the Village of Port Sanilac has no authority to pursue grant monies at this time.

New Business: None

Previous Business: None

Bills:

a. **Motion** by R. Lange, seconded by J. Southard to approve Harbor bill **PAID** dated May 18, 2023 in the amount of \$40,290.00. **Motion Carried.**

b. **Motion** by S. Balysh, seconded by J. Southard to approve Village bills **PAID** dated May 22, 2023 in the amount of \$2,965.54. **Motion Carried.**

c. **Motion** by S. Balysh, seconded by J. Southard to approve Harbor bills **PAID** dated May 23, 2023 in the amount of \$299.08. **Motion Carried.**

d. **Motion** by S. Balysh, seconded by R. Mach to approve Village bills **TO BE PAID** dated June 6, 2023 in the amount of \$39,790.04. **Motion Carried.**

e. **Motion** by M. Balysh, seconded by J. Davis to approve Harbor bills **TO BE PAID** dated June 7, 2023 in the amount of \$45,869.90. **Motion Carried.**

Minutes:

a. **Motion** by M Balysh, seconded by J. Southard to approve the Council Meeting Minutes dated May 16, 2023, as presented. **Motion Carried.**

b. **Motion** by R. Mach, seconded by S. Balysh to approve the Special Meeting Minutes dated May 23, 2023, as presented. **Motion Carried.**

Treasurer's Report: Darcy Johnson

a. Financial Statements May 2022 and May 2023 were submitted.

b. Treasurer's Report dated June 6, 2023 was presented by Darcy Johnson.

b1. **Motion** by R. Lange, seconded by R. Mach to authorize opening a one-year certificate of deposit at 5.25% with Edward Jones for the Lagoon Reserve account in the amount of \$84,000.00 and to authorize opening a money market account with Edward Jones for the sewer fund reserve at 5.1% in the amount of \$1,426.13. **Motion Carried.**

b2. **Motion** by R. Lange, seconded by R. Mach to close the money market accounts at J.P. Morgan Chase Bank. **Motion Carried.**

b3. Motion by S. Balysh, seconded by R. Lange to close Harbor certificates of deposit #52198 and certificate of deposit #52199 on July 20, 2023 at Thumb Trust & Bank and open a six month and twelve-month certificate of deposit at Edward Jones at 5.25%. **Motion Carried.**

b4. Motion by R. Mach, seconded by J. Southard to close certificate of deposit #39620, #39621, #39622 and #39623 at Thumb Trust & Bank on August 18, 2023 and open a twelve-month certificate of deposit at Edward Jones at 5.25%. **Motion Carried.**

b5. Motion by R. Mach, seconded by S. Balysh to amend motion b2 and b3 to reflect current interest rates at the time of the certificates of deposit purchase. **Motion Carried.**

b6. Motion by R. Mach, seconded by J. Southard to open a new bank account “Water Project Construction Fund” and transfer/adjust as follows:

Transfer of funds:

i.	Transfer from: 591-975-0	Water Capital Outlay Expense	\$11,090.00
ii.	Transfer from: 591-001-0	Water fund cash	- 11,090.00
iii.	Transfer to: 575-100-01	Water Project Construction Fund	+11,090.00
iv.	Transfer to: 575-100-699	WPCF Transfer In	+11,090.00

Budget Adjustment for this fiscal year 22/23:

i.	575-100-699	WPCF Transfer In	+11,090.00
ii.	575-100-970	Capital Outlay	+11,090.00

Motion Carried.

Business Manager: Larry O’Keefe

a. Business Manager’s May 2023 Report was presented by Larry O’Keefe.

b. Recreation Passport Grant – Final Compliance Onsite Inspection Report was submitted.

c. Motion by R. Mach, seconded by J. Davis to authorize Larry O’Keefe, Business Manager, to sign the Agreement and Permit from Pierson Piling, Inc. as reviewed by Corporate Counsel. **Motion Carried.**

Clerk: Barbara Rabineau

a. The Clerk reminded Council of the Budget Public Hearing – June 20, 2023 prior to the Council Meeting.

b. The July 1, 2023 Newsletter Deadlines are as follows: Submissions to Ray Mach by June 9, 2023 and Draft Newsletter from R. Mach to Clerk by June 14, 2023 for inclusion in the Council Packet.

c. Motion to appoint Tjwana Hvizdos as a Deputy Clerk for the Village of Port Sanilac was tabled.

d. Village of Port Sanilac Ordinance Chapter 113: Peddlers and Auctioneers will be given to the Governance Committee for review. A copy of the Village of Lexington Ordinance covering mobile food vending will also be forwarded for possible inclusion in the Village of Port Sanilac Ordinance.

Work in Progress:

- a. 2022 Water Project

Public Comment:

- a. Jeff Smeader reminded Council of deadlines for water and sewer classes.

Adjournment:

Motion by R. Mach, seconded by J. Southard to adjourn the council meeting at 8:40 pm. **Motion Carried.**



Barbara Rabineau
Clerk