



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 Minutes
Village of Port Sanilac Council Meeting
November 4, 2025

Pledge of Allegiance to the Flag of the United States of America was led by J. Sroka.

President Falcon calls the Council Meeting to order at 7:05 p.m.

Council Members Present: M. Balysh, J. Sroka, B. Moran, Jr., B. Simon, A. Smiley, D. Falcon

Council Members Absent: S. Balysh

Staff Present: Larry O'Keefe, Barbara Joslin, Darcy Johnson

Guests: County Commissioner William (Bill) Sarkella, Ken Poirier, Kathleen Poirier, David Hazlett, Kathy Rafferty, Joan Schaffner.

Agenda/Additions:

Motion by B. Moran, Jr., seconded by B. Simmon to approve Agenda and Additions. **Motion Carried.**

Public Comment:

County Commissioner B. Sarkella – County updates.

J. Schaffner-Water bills, increase for a single person.

K. Poirier-Water bills, meters, empty steel posts by BSCC.

K. Rafferty-Water bills, Lexington water. (She asked if the microphones could be installed back on desk for Council to speak into as she is hard of hearing. She plans to attend all Council meetings.)

Presidential Appointments: None

Presentations:

a. Donald & Sarah Morath Donation to the Port Sanilac Harbor - \$349.79 (President Falcon asked that the Council sends them a "thank you" note.)

Petitions and Communications:

a. Event and Facility Use Check List – 2025 Christmas Tree Lighting "Christmas Holiday – Festival of Lights" Saturday, November 29th from 5-7:00 p.m.

Motion by B. Moran, Jr., seconded by B. Simmon to approve 2025 Christmas Tree Lighting "Christmas Holiday – Festival of Lights" on Saturday, November 29, 2025, from 5-7:00 p.m. **Motion Carried.**

Village Departments, Committees, and Commissions:

Governance Committee:

a. Governance Committee Meeting Minutes dated October 21, 2025.

b. Reviewed a request from Sheryl Siliba for a utility disconnect effective form the date of the demolition of her residence at 7249 Erie Street and recommend Council approve.

Motion by B. Simon, seconded by A. Smiley to approve the request from Sheryl Siliba for a utility disconnect Effective form the date of the demolition of her residence at 7249 Erie Street. **Motion Carried.**

Council Meeting Minutes November 4, 2025

c. Directed staff to prepare correspondence for Council consideration to send to the CPS School Board expressing an interest to meet and discuss options for structuring an agreement to acquire the vacant land adjacent to BSCC.

Motion by B. Simon, seconded by J. Sroka to approve the correspondence to the CPS School Board Expressing an interest to meet and discuss options for structuring an agreement to acquire the vacant land adjacent to BSCC. **Motion Rescinded.**

Noted: The need to make corrections to the letter. Council asked to continue to discuss the correspondence for the next three Council meetings. Each Council member brings back their ideas, in a bullet type format.

Row Call Vote:

M. Balysh, yes, S. Balysh, absent, J. Sroka, yes, B. Moran, Jr., No, B. Simon, yes, A. Smiley, no, D. Falcon, no

d. Reviewed a Resolution for the necessity for the reconstruction and repair of certain sidewalks in CBD and recommend Council approve.

Motion by M. Balysh, seconded by B. Simon to approve Resolution #00-03-2025 – Resolution #151.20-26 Council Resolution. **Motion Carried.** (Tie Roll Call Vote)

Row Call Vote:

M. Balysh, yes, S. Balysh, absent, J. Sroka, yes, B. Moran, Jr., no, B. Simon, yes, A. Smiley, no, D. Falcon, yes

Planning Commission:

a. Planning Commission – Unapproved Minutes dated October 28, 2025

b. Planning Commission - Approved Minutes dated September 23, 2025

c. Planning Commission – Approved Minutes ROWE Consultants dated September 23, 2025

d. Planning Commission – Unapproved Minutes “Special Land Use” dated October 28, 2025

e. Planning Commission – Draft Letter to Dollar General

Zoning Administrator’s Report:

a. Zoning Administrator’s October 2025 - Larry O’Keefe

New Business: none

Unfinished Business:

a. Sanilac East Fire Authority – Monthly Meeting Update, no update this time, meeting next Tuesday night.

Bills:

a. **Motion** by B. Moran, Jr., seconded by M. Balysh to approve Village bills **PAID** dated October 28, 2025, in the amount of \$2,803.55. **Motion Carried.**

b. **Motion** by B. Simon, seconded by A. Smiley to approve Harbor bills **PAID** dated October 29, 2025, in the amount of \$47.34. **Motion Carried.**

c. **Motion** by D. Falcon, seconded by M. Balysh to approve Village bills **TO BE PAID** dated November 4, 2025, in the amount of \$23,217.45. **Motion Carried.**

Council Meeting Minutes November 4, 2025

d. Motion by M. Balysh, seconded by B. Moran, Jr. to approve Harbor bills **TO BE PAID** dated November 5, 2025, in the amount of \$245.60. **Motion Carried.**

e. Motion by B. Simon, seconded by B. Moran, Jr. to approve Water Project bills **TO BE PAID** dated November 6, 2025 in the amount of \$512.50. **Motion Carried.**

Minutes:

Motion by B. Moran, Jr., seconded by M. Balysh to approve the Council Meeting Minutes dated October 7, 2025, as submitted. **Motion Carried.**

Motion by B. Moran, Jr., seconded by A. Smiley to approve the Council Meeting Minutes dated October 21, 2025, as submitted. **Motion Carried.**

Treasurer's Report: was presented by Darcy Johnson

a. Financial Statements October 2024 and October 2025.

b. Treasurer's October Report dated November 3, 2025.

c. 1) New Budget concerns: none

2) Budget Adjustments:

a. Adjust Water Construction fund account to bring balance forward from last year

- i. 575-100-390 Balance forward +\$16,000.
- ii. 575-100-970 Capital Outlay +\$16,000.

b. Harbor budget adjustments

- i. 586-100-670 Rental of space transient +\$ 8,000.
- ii. 586-100-931 Major Improvements +\$ 8,000.

Motion by B. Moran, Jr., seconded by J. Sroka to approve budget adjustment. **Motion Carried.**

3) Internal Transfer: (per original approved budget – attached)

Motion by D. Falcon, seconded by B. Moran, Jr. to approve 2025/2026 Internal Transfers (Attached)
Motion Carried.

d. Motion by ___, seconded by ___ to invoice Sanilac Township \$2,000.00 for Parks and Recreation fiscal year 2025/2026. Tabled back (B. Moran, Jr. to check with the PSBA, as they will be starting A new fiscal year this month.)

Business Manager: Larry O'Keefe

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

D. Falcon asked about the sink hole at Huron Street and U.S.25 – to be worked on this week.

Public Comment:

K. Poirier, A. Smiley-asked that the unmarked, metal post at BSCC be taken down, as they are a safety risk.

J. Sroka – Halloween Parade in question for next year.

K. Poirier – BSCC land

Clerk: Barbara Joslin presented each Council member with a copy of the Closed Session minutes for approval.

Legal: Close Session Minutes were approved.

Council Meeting Minutes November 4, 2025

Closed Session: If necessary:

Motion by __, seconded by __ to move into closed session at __ pm

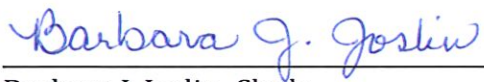
Roll Call Vote:

M. Balysh __, S. Balysh __, J. Sroka __, B. Moran Jr. __, B. Simon __, A. Smiley __, D. Falcon __

Return to open session at __ pm.

Adjournment:

Motion by D. Falcon, seconded by B. Moran, Jr., to adjourn the council meeting at 8:31 p.m.



Barbara J. Joslin, Clerk