



The Village of
Port Sanilac

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Approved Minutes
Village of Port Sanilac Council Meeting
December 2, 2025

Pledge of Allegiance to the Flag of the United States of America was led by B. Simon

President Pro Tem M. Balysh calls the Council Meeting to order at 7:01 p.m.

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

Council Member Absent: D. Falcon

Staff Present: Larry O'Keefe, Barbara Joslin

Guests: Bill Sarkella, Kathleen Poirier, Tally Hogue, Kurt Hogue, Mary Simon, Anna Frusti, Daniel Frusti, Dan Sinagoga, Joanne Schaffner, Marcie Kolakovich, Dan Finn.

Agenda/Additions:

Motion by S. Balysh, seconded by B. Moran, Jr. to approve Agenda with the Additions. **Motion Carried.**

Public Comments:

Dan Finn – Museum “Christmas Trail of Lights” & Welcome Center – Village Tree Lighting

Bill Sarkella – update on County Events

Mary Simon – “Well Done” to everyone’s hard work to bring all the Festival of Lights to Village of Port Sanilac
Special “Thank You” to Brian Moran, Jr. for organizing all the lights displayed around the Welcome Center and DPW for all their hard work with all the decorated street light post all around town.

Presidential Appointments: None

Presentations:

Mary Simon – Upgrading Ordinance with Rowe, ZBA Training and By Laws, Short Term Rentals

Dan Finn – Hull Foundation Beautification & Harbor Park Initiative

Dan Sinagoga – Hull Foundation Beautification & Harbor Park Initiative

Petitions and Communications:

a. Resolution #00-04-2025 Water Rate Change to a rate structure that has one Ready to Serve for all residential customers regardless of meter size and a Ready to Serve for commercial customers that are based on meter size.

Motion by B. Simon, seconded by B. Moran, Jr. to approve Resolution #00-04-2025 Water Rate Change to a rate structure that has one Ready to Serve for all residential customers regardless of meter size and a Ready to Serve for commercial customers that are based on meter size.

Roll Call Vote:

M. Balysh, yes, S. Balysh, yes, J. Sroka, abstain, B. Moran, Jr., yes, B. Simon, yes, A. Smiley, yes, D. Falcon, absent.

Village Departments, Committees, and Commissions:

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Governance Committee:

- a. Governance Committee Meeting Minutes dated November 18, 2025.

Planning Commission: Minutes will be in next Council agenda

Zoning Administrator's Report:

- a. Zoning Administrator's November 2025 - was presented by Larry O'Keefe

New Business: none

Unfinished Business:

- a. Sanilac East Fire Authority -J. Sroka, next meeting is in January. Looking for a new insurance carrier. Several accidents on M-25 with sugar beet trucks.

Bills:

- a. **Motion** by S. Balysh, seconded by A. Smiley to approve Village bills **PAID** dated November 25, 2025 in the amount of \$3,142.01. **Motion Carried.**

- a1. **Motion** by M. Balysh, seconded by A. Smiley to approve Village bill **PAID** dated December 1, 2025 in the amount of \$1,454.00. **Motion Carried.**

- b. **Motion** by S. Balysh, seconded by B. Moran, Jr. to approve Harbor bills **PAID** dated November 26, 2025 in the amount of \$265.45. **Motion Carried.**

- c. **Motion** by B. Moran, Jr., seconded by B. Simon to approve Village bills **TO BE PAID** dated December 2, 2025 in the amount of \$51,631.09. **Motion Carried.**

- d. **Motion** by S. Balysh, seconded by B. Simon to approve Harbor bills **TO BE PAID** dated December 3, 2025 in the amount of \$5,807.00. **Motion Carried.**

- e. **Motion** by B. Simon, seconded by B. Moran, Jr. to approve Water Project bills **TO BE PAID** dated December 4, 2025 in the amount of \$78,614.74. **Motion Carried.**

Minutes:

- Motion** by B. Moran, Jr., seconded by M. Balysh to approve the Council Meeting Minutes dated November 18, 2025, as submitted. **Motion Carried.**

Treasurer's Report: Darcy Johnson

- a. Financial Statements November 2024 and November 2025 were submitted.

- b. Treasurer's November Report dated December 2, 2025 was presented by Larry O'Keefe.

- c. 1) New Budget concerns: none
2) Budget Adjustments:
 - a. Adjust general fund account to bring balance forward to cover new computers
 - i. 101-100-390 Balance forward +\$7,800.
 - ii. 101-100-969 Purchase of assets +\$7,800.

Motion by S. Balysh, seconded by J. Sroka to approve budget adjustments to the general fund account. **Motion Carried.**

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- b. Bring balance forward and adjust sidewalk budget to cover repairs of \$36,550.
 - i. 213-100-390 Balance forward +22,000.
 - ii. 213-100-803 Contracted service +22,000.

Motion by B. Simon, seconded by S. Balysh to approve budget adjustments to the sidewalk budget. **Motion Carried.**

Business Manager: Larry O'Keefe

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

Public Comment:

Mary Simon – STR (Short Term Rentals) 33 applications, 4 denied, 3 didn't file paperwork, 18 approved, 1 no written documentation, 1 documentation and no check. 2 newly approved, 2 late. 1 not correct email address. What about fines? Tabled to next Council meeting.

Kathleen Poirier – Thanked Council and asked if the water rate would be posted on the Village website. She also provided some Low-Income Assistances contact numbers to the village office and to be published in the newsletter. (Will verify)

Clerk: Barbara Joslin

- a. 2026 Village of Port Sanilac – Council Meeting Dates and to authorize to publish in the paper, not to exceed \$100.00.

a1. **Motion** by B. Moran, Jr., seconded by A. Smiley to approve publishing in The Sanilac County News. **Motion Carried.**

a2. PSABA – Hull Foundation Beautification & Harbor Park Initiative- 1st Phase Harbor Park – to be tabled to next Council meeting.

Closed Session: If necessary:

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

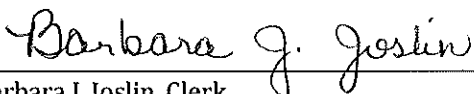
Roll Call Vote:

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

Return to open session at __ pm.

Adjournment:

Motion by B. Moran, Jr., seconded by B. Simon to adjourn the council meeting at 8:09 p.m.



Barbara J. Joslin, Clerk