



The Village of
Port Sanilac

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Approved Meeting Minutes
Village of Port Sanilac Council Meeting
December 21, 2021

The Pledge of Allegiance was led by Jim Southard

President Mach called the Council Meeting to order at 7:03 pm.

Council members Present: M. Balysh, S. Balysh, J. Davis (arrived at 7:07), S. Jacobs, R. Lange, J. Southard, R. Mach

Staff Present: Don Morath, Larry O'Keefe, Barbara Rabineau

Guests: Bill Sarkella, Jim Sroka, Kelly Trowhill

President Mach requested a moment of silence in remembrance of Constance Henry.

Agenda/Additions:

1. **Motion** by ___, seconded by ___ to approve bills TO BE PAID dated December 22, 2021 in the amount of \$7,461.74.
2. Trash rate increase of \$12.65 per quarter, per household. **Motion** by ___, seconded by ___ to raise quarterly water bill as recommended by the Finance Committee to \$70.00 per quarter, per household.
3. Clerk to publish process to Council and Committee members for RRC website submissions.
4. **Motion** by ___, seconded by ___ to appoint Sarah Morath as Deputy Clerk.

Motion by R. Lange, seconded by J. Southard to approve Agenda/Additions. **Motion carried.**

Public Safety: Don Morath

Sheriff's November 2021 Activity Report was given by Don Morath.

Presentations: None

Petitions and Communications: None

Presidential Appointments:

Motion by R. Mach, seconded by J. Southard to re-appoint Sarah Morath as Deputy Clerk. **Motion carried.**

Public Comment:

Bill Sarkella gave a county level report.

New Business: None

Previous Business: None

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Bills:

a. **Motion** by R. Lange, seconded by S. Jacobs to approve bills **TO BE PAID** dated December 21, 2021 in the amount of \$18,961.57. **Motion carried.**

b. **Motion** by S. Jacobs, seconded by M. Balysh to approve bills **TO BE PAID** dated December 22, 2021 in the amount of \$7,461.74. **Motion carried.**

Minutes:

Motion by J. Southard, seconded by S. Balysh to approve the December 7, 2021 Council Meeting Minutes as presented. **Motion carried.**

Business Manager: Larry O'Keefe

a. Finance Committee Meeting Minutes dated December 14, 2021

b. Correspondence has been sent to BSCC HVAC contractor. If a corrective action plan is not received by Thursday, December 23, 2021, the Finance Committee is requesting authorization to move forward in preparing bid documents. **Motion** by R. Lange, seconded by J. Southard to authorize \$1,800.00 for MacMillan Associates to prepare bid documents for the completion of the BSCC HVAC Project. **Motion carried.**

c. Publishing the Request for Proposal will be put on hold pending receipt of the corrective action plan.

d. **Motion** by S. Balysh, seconded by R. Lange to authorize the purchase of four Cooper AT3 tires including install and balancing from Carsonville Tire for \$896.00. Quote includes disposal of old tires. **Motion carried.**

e. **Motion** by J. Davis, seconded by J. Southard to authorize miscellaneous electrical system repairs to the DPW Ford F-250 payable to Port Sanilac Auto Care for \$855.21. **Motion carried.**

f. **Motion** by R. Lange, seconded by J. Southard to accept Emterra letter/proposal dated October 19, 2021 for waste, recycling and yard waste collection; contract term is 2022 through 2026 at a flat rate of \$16.10 and to authorize President Mach to sign the contract extension document prepared by Attorney Stremers. **Motion carried.**

g. **Motion** by S. Jacobs, seconded by R. Mach to approve trash rate increase of \$12.65 per quarter, per household as recommended by the Finance Committee. **Motion carried.**

Clerk: Barbara Rabineau

a. RRC website policy to be discussed at the Governance Committee meeting scheduled for January 11, 2022 at 8:00 a.m. at the BSCC. Agenda to also include the outside sign posting policy and DPW phones.

Village Committees, Commissions, Authorities:

Parks & Rec:

a. Ad for Parks & Rec. Coordinator is on the website, the outside sign and has been placed in the newspaper.

Harbor:

a. Kelly Trowhill presented the Harbor Meeting Minutes dated November 30, 2021 and the Harbor Profit & Loss – Budget vs. Actual January 2021 through December 2021 Statement.

Work in Progress:

a. 2020 Water Project – SAMS identification process complete.

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Public Comment:

- a. Don Morath updated Council on the break wall and dredging issues.

Adjournment:

Motion by J. Davis, seconded by S. Balysh to adjourn the council meeting at 8:12 pm.

Motion carried.