

Unapproved Agenda
Village of Port Sanilac Council Meeting
December 20, 2022

Welcome to the Village of Port Sanilac December 20, 2022 Council Meeting. This is a Village Business Meeting open to the public. You are welcome to listen but will be recognized to speak only in the portion of the meeting designated for public comment.

Public comment is allocated at the beginning and end of the meeting for general comments. Guests will be recognized to speak only in the portion of the meeting designated for public comment or if called upon to speak. Each guest is limited to two minutes, please state your name, address and indicate the subject you wish to address to the council.

Action Request Forms are available at the Village Office for placement on the agenda.

1. **Pledge of Allegiance to the Flag of the United States of America:** Ray Mach
 2. President Falcon calls the Council Meeting to order at ___ pm.
 3. **Roll Call:** M. Balysh __, S. Balysh __, J. Davis __, R. Lange __, R. Mach __, J. Southard __, D. Falcon __
 4. **Agenda/Additions:**
Motion by __, seconded by __ to approve Agenda and Additions, if applicable.
 5. **Public Comment:**
 6. **Presidential Appointments:**
 7. **Presentations:**
 - a. UHY LLP Certified Public Accountants July 1, 2021 through June 30, 2022 Audit Review.
 8. **Petitions and Communications:**
 - a. Facility Use Check List – Port Sanilac Blues Festival – August 4, 2023 – August 5, 2023 Pg. 4-5
Certificate of Insurance will be provided in March of 2023.
- Village Departments, Committees, and Commissions:**
9. **Public Safety:** Don Morath
 - a. November 2022 Sheriff's Report – Lt. Micheal Moore Pg. 6
 10. **Harbor:** Anne Soule
 11. **Parks and Recreation:** Dan Finn
 - a. December Parks & Recreation Report – Dan Finn Pg. 7
 12. **Planning Commission:**
 - a. Master Plan Oversight Committee Meeting Minutes dated December 5, 2022 Pg. 8
 13. **Finance Committee:**
 - a. Finance Committee Meeting Minutes dated December 13, 2022 – Larry O'Keefe Pg. 9
 - a1. **Motion** __, seconded by __ to adopt the proposed SEFA Lease Agreement and forward to SEFA for consideration, as recommended by the Finance and Governance Committees. Pg. 10-21

a2. Motion by __, seconded by __ to approve the Outbound Technologies professional services agreement, as recommended by the Finance Committee. Pg. 22-26

a3. Motion by __, seconded by __ to approve commercial water and sewer bill adjustments as identified during the audit, as recommended by the Finance and Governance Committees. Pg. 27

a4. Motion by __, seconded by __ to approve Boddy Construction Proposal to construct and install a debris screen at the South Lift Station, as recommended by the Finance Committee. Charge Account 590-931-1. Pg. 28-29

a5. Motion by __, seconded by __ to approve Northern Pump & Well Inc. proposal for annual water pump maintenance, as recommended by the Finance Committee. Pg. 30

a6. Motion by __, seconded by __ to approve Elite Overhead Doors Inc. quote for \$4,670.60 for an insulated door with an automatic opener for the DPW Garage, as recommended by the Finance Committee; charge account 265-930-0. Pg. 31

14. Governance Committee:

a. Governance Committee Meeting Minutes dated December 14, 2022 – Larry O’Keefe Pg. 32-33

a1. Motion by __, seconded by __ to establish a firm bi-annual schedule for a newsletter that solicits public input using the Village web-site, as recommended by the Governance Committee. The Clerk will coordinate with the Planning Commission and Sight and Sound.

a2. Motion by __, seconded by __ to amend fee schedule to include acceptable forms of payment.

a3. Motion by __, seconded by __ to amend Village Ordinance language regarding sewer connection responsibility and recommend changing from:

- “All costs and expenses incident to the installation and connection of the building sewer to the public sewer shall be borne by the owner. The owner shall indemnify the Village for any loss or damage that may directly or indirectly be occasioned by the installation of the building sewer.”

to:

- “All cost and expense incident to the installation, connection, and maintenance of the building sewer to the public sewer connections shall be borne by the property owner,” as recommended by the Governance Committee.

a4. Motion by __, seconded by __ to approve establishment of a Parks and Recreation Committee to include Sue Balysh as Chairperson, Damien Falcon and staffed by Anne Soule and Dan Finn, as recommended by the Governance Committee.

15. New Business:

a. Newsletter – 1st quarter 2023 – draft will be distributed on Monday, December 19, 2022 for review.

16. Previous Business:

a. Sanilac Township – Fire/EMS Millage – No new information provided to date.

b. Siren complaint letter – Defer action until SEFA responds, as recommended by the Governance Committee.

17. Bills:

a. Motion by __, seconded by __ to approve Village bills **PAID** dated December 12, 2022 in the amount of \$7,354.07.

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b. Motion by __, seconded by __ to approve Harbor bills **PAID** dated December 13, 2022 in the amount of \$143.10.

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c. Motion by __, seconded by __ to approve Village bills **TO BE PAID** dated December 20, 2022 in the amount of \$33,279.96.

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d. Motion by __, seconded by __ to approve Harbor bills **TO BE PAID** dated December 21, 2022 in the amount of \$1,782.69.

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18. Minutes:

Motion by __, seconded by __ to approve the Council Meeting Minutes dated December 6, 2022, as presented.

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19. Business Manager: Larry O'Keefe

20. Clerk: Barbara Rabineau

21. Work in Progress:

a. 2020 Water Project

22. Public Comment:

23. Closed Session: If necessary:

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

Roll Call Vote:

M. Balysh __, S. Balysh __, Davis __, Lange __, Mach __, Southard __, Falcon __

Return to open session at __ pm.

24. Adjournment:

Motion by __, seconded by __ to adjourn the council meeting at __ pm.