



The Village of
Port Sanilac

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Approved Minutes
Village of Port Sanilac Council Meeting
August 4, 2026

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

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 Members Absent: D. Falcon

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

Guests: Jeff Smeader, Art Schlichting

Agenda/Additions:

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

Public Comment: J. Smeader-Lagoon weeds, weeds downtown, ditch needs mowing on the Ontario Street/Church Street.

Presidential Appointments: none

Presentations: none

Petitions and Communications:

a. Event and Facility Use Check List – Ave Maria Catholic Parish, 3rd Annual Ave Maria International Food Festival with a live band and beer tent on Saturday, September 19, 2026 at Port Sanilac Harbor Park from noon till 7:00 p.m.

Tabled back

Motion by S. Balysh, seconded by B. Moran, Jr. to table it back until all the paperwork is complete and a copy of the liquor license is included for the Ave Maria Catholic Parish, 3rd Annual Ave Maria International Food Festival on Saturday, September 19, 2026, from noon till 7:00 p.m.

Village Departments, Committees, and Commissions:

Governance Committee:

a. Governance Committee Meeting Minutes dated July 21, 2026

b. Reviewed a draft policy for filling Board and Commission vacancies and recommend Council adopt the policy attached as Addendum II.

Motion by S. Balysh, seconded by B. Simon to approve Addendum II, Policy for Commission and Board Vacancies. **Motion Carried.**

Planning Commission:

a. Planning Commission – Planning Commission Un-Approved Meeting Minutes July 28, 2026

b. Planning Commission – Planning Commission Un-Approved Workshop Minutes July 20, 2026

Community Development: Meeting was cancelled for this month.

Zoning Administrator's Report: Larry O'Keefe

- a. Zoning Administrator's Reports for July 2026

New Business: none

Unfinished Business: none

SEFA

- a. Sanilac East Fire Authority – meeting minutes July 14, 2026

Bills:

- a. **Motion** by B. Moran, Jr., seconded by B. Simon to approve Village bills **PAID** dated August 8, 2026 in the amount of \$11,794.04. **Motion Carried.**

- b. **Motion** by S. Balysh, seconded by A. Smiley to approve Harbor bills **PAID** dated August 5, 2026 in the amount of \$26,986.71. **Motion Carried.**

- c. **Motion** by B. Moran, Jr., seconded by B. Simon to approve Village bills **TO BE PAID** dated July 28, 2026 in the amount of \$17,517.93. **Motion Carried.**

- d. **Motion** by S. Balysh, seconded by B. Moran, Jr. to approve Harbor bills **TO BE PAID** dated July 29, 2026 in the amount of \$1,052.00. **Motion Carried.**

- e. **Motion** by B. Simon, seconded by A. Smiley to approve Village bills -DPW Truck **PAID** dated July 22, 2026 in the amount of \$50,765.00. **Motion Carried.**

Minutes:

- Motion** by S. Balysh, seconded by B. Moran, Jr. to approve the Town Hall Meeting Minutes dated July 18, 2026, as submitted. **Motion Carried.**

- Motion** by B. Moran, Jr., seconded by A. Smiley to approve the Council Meeting Minutes dated July 21, 2026, as submitted. **Motion Carried.**

Treasurer's Report: Darcy Johnson

- a. Financial Statements July 2025 and July 2026

- b. Treasurer's July Report dated August 4, 2026

1.) Budget concerns: Last year's year end numbers were over on payroll and benefits, upon reviewing there is much more overtime than I budgeted for. Larry thought this year would be about the same so I need to adjust DPW payroll to increase for approximately 10 hours/week overtime each fiscal year below.

2.) Budget Adjustments:

- a. To adjust the 2026/27 General Fund budget for increased OT, benefits, FICA, and adjust audit to compilation price this year from \$16k to \$8k.

i.	101-100-703	Officials Salaries	+3,000.
ii.	101-100-715	FICA	+2,500.
iii.	101-100-721	Retirement Cost	+2,500.
iv.	101-100-802	Accounting	- 8,000.

- 2a. Motion** by S. Balysh, seconded by A. Smiley to adjust the 2026/27 General Fund Budget for increased OT, benefits, FICA and adjust audit to compilation price this year from \$16K to \$8k. **Motion Carried.**

b. To adjust DPW budget for increased OT expenses, increased utility expense and increased equipment rental.

i.	565-100-703	DPW Salaries	+10,000.
ii.	565-100-715	FICA	+ 800.
iii.	565-100-721	Retirement	+ 2,000.
iv.	565-100-920	Utilities	+ 1,000.
v.	565-100-940	Equipment Rental	+ 2,200.
vi.	565-100-390	Prior Balance forward (rev)	+ 16,000.

2b. Motion by B. Moran, Jr., seconded by B. Simon to DPW budget for increased OT expenses, increased utility expenses and increased equipment rental. **Motion Carried.**

c. Budget for remaining RRC Grant

i.	101-100-670	RRC Grant Income	+ 24,500.
ii.	101-100-809	RRC Consultant Expense	+ 21,996.
iii.	101-100-960	Misc.	+ 2,504.

2c. Motion by S. Balysh, seconded by J. Sroka to Budget for remaining RRC Grant. **Motion Carried.**

2d. To budget for increased utility expenses based on last fiscal year.

i.	211-100-920	BSCC Utilities	+ 2,000.
ii.	211-100-411	BSCC Delinquent Property Tax	+ 1,000.
iii.	211-100-667	BSCC Rental Inc.	+ 1,000.

2d. Motion by B. Moran, Jr., seconded by B. Simon to budget for increased utility expenses based on last fiscal year. **Motion Carried.**

2e. To adjust Harbor Budget Based on last fiscal year numbers

i.	586-100-642	Sale of Gas/Diesel	+25,000.
ii.	586-100-670	Rental of Transient	+ 5,000.
iii.	586-100-809	Credit Card Charges	+ 5,000.
iv.	586-100-920	Utilities	+ 3,000.
v.	586-100-922	Diesel for Purchase	+ 12,000.
vi.	586-100-920	Major Improvements	+ 10,000.

2e. Motion by M. Balysh, seconded by B. Moran, Jr. to adjust Harbor Budget based on last fiscal year numbers. **Motion Carried.**

2f. To adjust Sewer Budget for increased expenses

i.	590-100-448	Quarterly Fees	+ 5,000.
ii.	590-100-702	Salaries/Wages	+ 5,000.

2f. Motion by S. Balysh, seconded by A. Smiley to adjust Sewer Budget for increased expenses. **Motion Carried,**

2g. To adjust Water Budget for increased expenses

i.	591-100-702	Salaries/Wages	+ 5,000.
ii.	591-100-920	Utilities	+ 3,000.
iii.	591-100-803	Contracted Services	- 8,000.

2g. Motion by B. Moran, Jr., seconded by B. Simon to adjust Water Budget for increased expenses. **Motion Carried.**

3.) Year End Report attached

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Business Manager: Larry O'Keefe

a. Business Manager's July 2026 Report was presented by Mr. O'Keefe

Public Comment: Jeff Smeader wanted to "Thank" Village Council, DPW and Office Staff for all their hard work serving the Village.

Clerk: Barbara Joslin

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 7:23 p.m.



Barbara J. Joslin, Clerk