



The Village of

Port Sanilac

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Approved Minutes

Village of Port Sanilac Council Meeting

December 16, 2025

Pledge of Allegiance to the Flag of the United States of America was led by President Falcon.

President Falcon calls the Council Meeting to order at 7:08 p.m.

Council Members Present: M. Balysh, S. Balysh, J. Sroka, A. Smiley, D. Falcon.

Council Members Absent: B. Moran, Jr., B. Simon.

Staff Present: Larry O'Keefe, Barbara Joslin, Dan Finn.

Guests: Mary Simon, Planning Commission.

Agenda/Additions:

Motion by M. Balysh, seconded by A. Smiley to approve Agenda with Additions. **Motion Carried.**

Public Comment: none

Presidential Appointments: none

Presentations: none

Petitions and Communications: none

Village Departments, Committees, and Commissions:

Governance Committee:

a. Sheriff's November Incident Report was looked over at by Council, no-one in attendance from the sheriff department. Questions regarding complaints, are there any Ordinance complaints, something Village can control?

b. Harbor Master's December Report dated December 10, 2025, was read by the clerk. State gas tax starts in January 2026; they want to tax the gas that is still in the tank at the Harbor that was purchased in 2025. J. Sroka is going to make some phone calls regarding this.

Planning Commission:

a. Planning Commission Meeting Minutes dated November 25, 2025, approved with amendments on December 15, 2025.

b. Planning Commission with ROWE Consultants Workshop – November 25, 2025, approved December 15, 2025. Workshop is being planned during the day on January 13, 2026, from 3:30 – 4:30 p.m.

c. Planning Commission - 2026 Planning Commission Meeting Dates, approved December 15, 2025.

Community Development:

a. Community Development Meeting – no meeting in December 2025, next meeting January 6, 2026, at 10:00 a.m.

Parks & Recreation:

a. Parks & Recreation Meeting Minutes dated December 9, 2025 – No meeting. – Dan Finn
Dan Finn suggested possible winter activities at the BSCC in January and February. Corn Hole in January? President Falcon has a set of boards, just need to purchase another set of corn hole boards or possible find someone to donate or make a set. Music in the Bark in February and March – open mic or ask previous music groups to perform, and possible borrow a sound system. Maybe a potluck dinner/prom theme.

Finance:

a. Finance Committee Meeting Minutes dated December 2, 2025

a1. Reviewed the proposed Outbound Technologies Incorporated service agreement for Water System tech support and recommend Council approve the agreement that will be charged to account #591-100-803.

Motion by D. Falcon, seconded by M. Balysh to approve Outbound Technologies service agreement for Water System tech support. On call rate, is a hourly rate of \$100.00 they are in New Haven, Michigan.
Motion Carried.

a2. Reviewed options for replacement tires for the DPW GMC 3500 dump truck and recommend Council approve the bid from Croswell Tire and Towing for six tires - \$1,992.00 for the DPW truck to be paid out of account #661-100-930.

Motion by S. Balysh, seconded by D. Falcon to approve replacement tires that cost - \$1,992.00 to Croswell Tire and Towing. (payable check #40597). **Motion Carried.**

a3. Reviewed an offer from Martin Concrete to complete the 2026 Sidewalk Project work at 2025 contract unit prices and recommend Council approve the proposal that is not to exceed \$35,000 that will be charged to account #213-100-803.

Motion by S. Balysh, seconded by D. Falcon to approve Martin Concrete to complete the 2026 Sidewalk Project that does not exceed \$35,000, and will be charged to account #213-100-803. **Motion Carried.**
(How many trees will be saved; Spring start-up schedule.)

New Business: none

Unfinished Business:

a. Port Sanilac Area Business Association – HULL Foundation Beautician & Harbor Park Initiative 1st Phase – Harbor Park. Tabled back to Governance Committee and for Community Development and Parks and Recreation Departments to discuss and share their visions. Would it be possible to have a Zoom meeting with the PSABA to discuss the Village's visions?

b. STR (Short Term Rentals) Applications, approved, fines (Class A fee).
Mary Simon shared that there are 24 renewed short-term rentals, two Short Term Rentals applications were submitted past the deadline for submittal. Planning Commission to investigate a two-year renewal, possibly a little more in cost for renewal applications. Planning Commission to redefine the verbiage on application, verification paperwork, grace period, inspections, etc. with all new rules to be posted on website.

Council Meeting Minutes, December 16, 2025

Motion by A. Smiley, seconded by S. Balysh to waive the deficiency, in part, because the STR regulation process is new and mistakes will be made. **Motion Carried.**

Council decided to relinquish the deficiency, in part, because the STR regulation process is new and mistakes will be made. Council motioned, on a roll call vote, to waive enforcement any penalties for violation of the STR ordinance.

Roll Call Vote: M. Balysh, yes, S. Balysh, yes, J. Sroka, yes, A. Smiley, yes, D. Falcon, yes.

Yes's = 5

No's = 0

Absent = 0

SEFA

a. Sanilac East Fire Authority – Monthly Meeting Update

Bills:

a. **Motion** by S. Balysh, seconded by A. Smiley to approve Village bills **PAID** dated December 9, 2025 in the amount of \$21,236.82. **Motion Carried.**

b. **Motion** by M. Balysh, seconded by J. Sroka to approve Harbor bills **PAID** dated December 10, 2025 in the amount of \$198.72. **Motion Carried.**

c. **Motion** by S. Balysh, seconded by A. Smiley to approve Village bills **TO BE PAID** dated December 16, 2025, in the amount of \$7,028.22. **Motion Carried.**

Minutes:

Motion by S. Balysh, seconded by J. Sroka to approve the Council Meeting Minutes dated December 2, 2025, as submitted.

Business Manager: nothing to report

Clerk: Barbara Joslin

a. 1st Quarter Newsletter draft was submitted.

a1. **Motion** by S. Balysh, seconded by J. Sroka to approve purchase of postage for newsletter mailing.

b. **"Special Thank You"** to DPW from the Port Sanilac Area Business Association – Thank you for making the Festival of Lights shine brighter. We are deeply grateful for your support and for helping make this tradition so special, from Festival of Lights Committee 2025.

c. January 6, 2026, at 6:45 p.m. (5–10-minute meeting) Special ZBA meeting minutes to be finalized from the ZBA Hearing on December 15, 2025. Everyone who attended that meeting needs to be present to approve the hearing minutes.

Council Meeting Minutes, December 16, 2025

Public Comment:

Mary Simon, Planning Commission – ZBA, reminding Council in a hearing, when answering the nine questions that must be answered yes for the Zoning Board of Appeals to grant the request for a Dimensional Variance do not look for alternatives; it was a self-made problem.

Closed Session: If necessary:

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

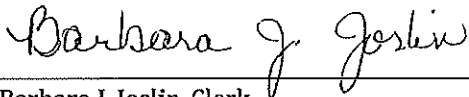
Roll Call Vote:

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 M. Balysh to adjourn the council meeting at 8:21p.m.

A handwritten signature in cursive script, reading "Barbara J. Joslin". The signature is written in dark ink and is positioned above a horizontal line.

Barbara J. Joslin, Clerk