

Unapproved Agenda

Village of Port Sanilac Council Meeting

Welcome to the Village of Port Sanilac December 17, 2024 Council Meeting. This is a Village Business Meeting open to the public. Action Request Forms are available at the Village Office for placement on the agenda.

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.

1. **Pledge of Allegiance to the Flag of the United States of America:** A. Smiley

2. President Falcon calls the Council Meeting to order at ____ pm.

3. **Roll Call:** M. Balysh ____, S. Balysh ____, B. Hunter ____, B. Moran Jr. ____, B. Simon ____, A. Smiley ____, D. Falcon ____

4. **Agenda/Additions:**

Motion by ____, seconded by ____ to approve Agenda and Additions, if applicable.

5. **Public Comment:**

6. **Presidential Appointments:**

7. **Presentations:**

8. **Petitions and Communications:**

a. 1st Quarter Newsletter DRAFT was submitted.

Pg. 3-4

Motion by ____, seconded by ____ to approve the 1st Quarter Newsletter content and processing costs; not to exceed \$250.00.

b. Letter from Frances Bassett (Air B&B's)

Pg. 5

Village Departments, Committees, and Commissions:

10. **Governance:**

a. Sheriff's November 2024 Incident Report – Lt. Moore/Lt. Edington

Pg. 6

b. Harbor Master's Monthly Report dated December 10, 2024 - Anne Soule

Pg. 7

11. **Community Development/Parks and Recreation:**

a. Community Development/Parks and Recreation has a meeting rescheduled for Thursday, December 26, 2024 at 6:00 p.m. at Bark Shanty Community Center.

b. Parks & Recreation "Festival of Lights" – Brian Moran, Jr.

12. Finance:

a. Finance Committee Meeting Minutes dated December 3, 2024 Pg. 8

b. Treasurer's Report - Water Project - Darcy Johnson Pg. 9

b1. Motion by ____, seconded by ____ to reimburse water construction account in the amount of \$78,479.03. (Budget adjustments and transfer of funds from general water checking account to water project construction fund checking account.)

c. Old Electric for \$1,025.00 to be charged to account #590-100-930

c1. Motion by ____, seconded by ____ to approve paying Olds Electric for the North Sewer Lift Station auxiliary power connection.

d. Carsonville Tire for \$792.00 to be charged to account #565-100-930

d1. Motion by ____, seconded by ____ to approve paying Carsonville Tire for tires for the 2011 F250 Ford Pickup.

13. New Business:

14. Unfinished Business:

15. Bills:

a. **Motion** by ____, seconded by ____ to approve Village bills **PAID** dated December 10, 2024 in the amount of \$20,662.37. Pg. 10-13

b. **Motion** by ____, seconded by ____ to approve Harbor bills **PAID** dated December 11, 2024 in the amount of \$372.05. Pg. 14

c. **Motion** by ____, seconded by ____ to approve Village bills **TO BE PAID** dated December 17, 2024 in the amount of \$4,603.24 Pg. 15-16

d. **Motion** by ____, seconded by ____ to approve Water Projects bills **TO BE PAID** dated December 18, 2024 in the amount of \$234, 199.43. Pg. 17

16. Minutes:

Motion by ____, seconded by ____ to approve the Council Meeting Minutes dated December 3, 2024, as submitted. Pg. 18-20

17. Business Manager: Larry O'Keefe

18. Clerk: Barbara Joslin - nothing additional

19. Work in Progress:

a. 2022 Water Project

20. Public Comment:

21. Closed Session: If necessary:

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

Roll Call Vote:

M. Balysh ____, S. Balysh ____, B. Hunter ____, Brian Moran Jr. ____, B. Simon ____, A. Smiley ____, D. Falcon __

Return to open session at ____ pm.

22. Adjournment:

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



56 N. Ridge St., P.O. Box 628, Port Sanilac, MI 48469
Phone: 810-622-9963, Fax 810-622-7801
psanilac@airadv.net

PORT SANILAC - TODAY

Wednesday, January 1st, 2025

Latest News, Bulletins, and Updates

Issue No.9

SEFA Happenings/Updates

SEFA recently purchased a new rescue rig. It is the first SEFA Fire Truck that has been outfitted with the new SEFA logo.

Community Development/Parks and Rec.

Bark Shanty Community Center has some new stage lights for our Music in the Bark, so be watching for the dates of these events after the new year.

The Pickleball Court will hopefully be done in spring 2025. There was a couple of setbacks before completing the project in the Fall.

The Festival of Lights on November 30th was a little cold but it was a GREAT turnout!! It truly was a community event, everyone put their all into making this day stand out. THANK YOU, You Wonderful People!!

2022 Water Project Update

The work on the South Lake Street water main portion of our Water System Improvement Project is substantially completed. Hydroseeding and repairs to lawn sprinkler systems will be completed in the spring. Meanwhile, construction of the booster station is ongoing, with the building "rough-in" expected to be complete by late January. Pumps, controls, and other electrical system components are scheduled for completion in late May. The last phase of the project is activating the connection

with the Village of Lexington water supply which cannot take place before upgrades to their water treatment plant which are slated for completion late summer or early fall 2025.

2025 Port Sanilac Upcoming Events

2024 events wrapped up with the Port Sanilac Christmas Tree Lighting and Santa Clause event at Fire Hall Park. Despite the cold a great crowd participated in a sing along and kids enjoyed Santa and Mrs. Clause at the fire hall. Look for the 2025 events list in upcoming village newsletters.

Did You Know?????

Two planning commission spots are still open. If you are interested in serving your community and want to know more, please contact the village office for more information.

Please do not forget to register your short- and long-term rental properties at the village office. Those who have failed to register will have enforcement action taken against them.

With the summer months coming to an end, you can sign up through the village office to the property checks completed by the sheriff's office.

Village Clerk Barb Rabineau recently retired. Her presence in the office and at council meetings will be greatly missed. She was one of a kind and a great source of information for village staff. She was recently replaced by Barb Joslin who is doing a fanatic job of keeping things rolling for village staff since Barb Rabineau's retirement.

2025 Village Council Meeting Dates

Meetings are held on the first and third Tuesday of each month at 7:00pm at the Bark Shanty Community Center, 135 N. Church St, Room #3, Port Sanilac, MI 48469. Governance Meetings are held at 6:30pm on the third Tuesday before the council meeting and Finance meetings are held at 6:30pm on the first Tuesday before the council meeting. Please feel free to join in and get to know what is going on in the village.

Dates for 2025- Will be published in the paper soon!

Business Highlights

Reminder if you would like your business highlighted in the newsletter, please submit your write up to the village office.

During the winter months do not forget to support our local business during the slow period of the year. Also please visit any of our local eating establishments including the Blue Water Inn, Stone Lodge, Ally Bar, and Sanilac Coffee.

Ordinance Enforcement

Scott Bickel has been out addressing village ordinance issues as they arise. The governance committee along with the village council continues to update and amend ordinances as needed. If you have a question or concern about any ordinances in place you are welcome to visit the village office during business hours or attend the governance committee meetings and village council meetings.

New Staff/ Village Council

Brian Moran - I was born and raised here in the village of Port Sanilac. I have dedicated the last 25 years as Firefighter EMT. I enjoy seeing the growth in the village over the past few years, and the number of visitors that come to the village

supporting our local businesses. One of my goals as trustee is to help the businesses in the community to keep the visitors coming back for years to come.

Barb Hoenicke-Joslin - I grew up on a small dairy farm 12 miles north of Port Sanilac. My father was the gentleman killed in the Bindicator Company explosion in 1976. I attended Deckerville Community Schools and then attended Business School in Port Huron. Graduating with an Associate's degree. I have been a St. Clair County resident for 35 years!

Michelle Smiley - As a recently elected write-in candidate for Port Sanilac Village Trustee, I would like to introduce myself! My name is Angela Smiley. I was born in Sanilac County, raised in Port Sanilac, and attended CPS school. After graduation, I earned a Master's Degree in Higher Education, Leadership, and Business Administration. I also have a background in sales, along with education at the high school and college level. Many of you, or your children, may know me from substitute teaching at one of the local area schools. One of my hobbies, passed down through multiple generations in my family, is singing and playing guitar. I also enjoy putting together talent shows for elementary children, and helping organize events for the community. I work as a Safety Coordinator for a shop in Yale, assist with Curriculum Development for the State of MI, and occasionally bartend at The Alli Bar. I am an animal lover, and enjoy hearing stories about them!

It is my honor to service the Village of Port Sanilac, support local businesses, and embrace the opportunity to work together with residents. Port Sanilac is safe, unique, and most of all... a beautiful community. We are blessed!

Frances Bassett
155 South Lake Street
Port Sanilac, MI 48469

December 2024

Port Sanilac Village Council

Regarding Air B&B's

My name is Frances Bassett. My husband and I built our home in a residential area of the Village over 30 years ago. We have always been law abiding citizens and supported our community. We have been here longer than our neighbors on the north, south and across the street.

I was unaware, through my own fault, over the past two years, that some of these neighbors have turned thier homes into Air B&B's. So my property has now become a commercial zone. How did this happen? No one asked me if I wanted a commercial property next to me. How is it that these new neighbors can inflict their value on me or on my peace and quiet and my property value? Remember I am the thirty year taxpayer with no say. I realize that I am in a residential area, but when someone is making money from their property, I feel it becomes commercial. How will this affect my property value and my taxes?

Now I understand the neighbor directy south of me has been granted permission to become an Air B&B. He is well within the 250 feet of the place across the street and the one two doors South of him. How can that be? That's not following your new ordinance. I applied for a perrrmit at about the same time he did to protect myself. I was denied due to the proximty of these Air B&B;s. Now, I hear he has been granted permission to proceed after his appeal to the council, even though, it was submitted after the deadline date that was established. Does this mean anyone can appeal to the Council after deadline dates? Doesn't this set presedence on future issues?

I am completely frustrated. I am sure you would understand my situation if you had one or more Air B&B;s next to you.

Frances Bassett
Frances Bassett

Received

DEC 03 2024

Village of Pt. Sanilac



MONTHLY ACTIVITY REPORT
Village of Port Sanilac
in partnership with the
Sanilac County Sheriff's Office



MONTH: NOVEMBER 2024

CONTRACTUAL LAW ENFORCEMENT SERVICES ACTIVITY:

(This section covers those services provided under the current contractual law enforcement services partnership)

ACTIVITY HOURS	
Traffic Enforcement / Community Policing Hours:	24
Complaint Hours:	4
TOTAL HOLIDAY HOURS:	
TOTAL REGULAR HOURS:	28

DAYS AND HOURS WORKED FOR THE REPORTING MONTH:

Date/Employee	Hours	Miles	Date/Employee	Hours	Miles
Friday, November 1, 2024 Det/Sgt Joshua Horst. 6P-10P	4	25	Saturday, November 16, 2024 Dep. Michael Rich. 6P- 10P	4	25
Saturday, November 2, 2024 Dep. Nicholas Gould. 6P- 10P	4	25	Friday, November 22, 2024 Det. Rob Wendling. 4P- 8P	4	10
Friday, November 8, 2024 Dep. Brandon Thompson. 430P- 630P	4	25	Saturday, November 30, 2024 Dep. Matthew Washe. 3P- 7P	4	24
Saturday, November 9, 2024 Dep. Matthew Washe. 6P- 10P	4	11			

MILEAGE

TOTAL MILES:	145
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SELECTED STATISTICS

Complaints Investigated:	11
Traffic Stops:	24
Citations Issued:	5
Verbal Warnings:	24
Misdemeanor Arrests:	2
Felony Arrests:	0

(This section covers hours provided to the Village at no-cost, and they are referred to as Directed Patrol Hours and are provided by general Uniform Services Staff during the course of their regular shifts.)

ACTIVITY

Total Number of Complaints handled by Sheriff's Office in the Village (Number Includes Traffic Offenses/Stops):	10
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Harbor Monthly Report

December 10, 2024

Edgewater Resources will have a proposal to us this week and will set up on a meeting to present the proposal.

The Army Corp. says they will have a representative in Port Sanilac this month or next, I will keep everyone updated.

We have 26 seasonal contracts back with a deposit or full payment.

All financials and reports have been turned in and accepted by the DNR.

Regards
Anne Soule



56 N. Ridge St., P.O. Box 628, Port Sanilac, MI 48469
Phone: 810-622-9963, Fax 810-622-7801
psanilac@airadv.net

Finance Committee Minutes

Date: December 3, 2024

Committee members: M. Balysh and B. Simon

Staff: D. Johnson and L. O'Keefe

Guests: Jim and Jen Sroka

The Committee convened at 6:40 P.M. and adjourned at 7:00 P.M. and took the following actions:

- Reviewed quotes for BSCC drainage recommend Council approve. However, subsequent Council action forwarded this to Governance for further review.
- Reviewed quotes for the North Sewer Lift Station auxiliary power connection and recommend Council award the work to Olds Electric for, \$1,025, to be charged to account #590-100-930
- Discussed the proposed SEFA, Fire Hall Lease Agreement and recommend SEFA representatives meet with Governance to work out the terms for an agreement acceptable to all the parties.
- Reviewed quotes for tires for the 2011 F250 Ford Pickup and recommend Council approve the quote from Carsonville Tire, for \$792 to be charged to account #565-100-930.
- Discussed finances related to the Water System Improvement Project and directed staff to provide more background information regarding options to proceed.

Respectfully submitted,

Larry O'Keefe

This institution is an equal opportunity provider and employer.
If you wish to file a Civil Rights program complaint of discrimination, complete the USDA Program Discrimination Report Form, found online at http://www.ascr.usda.gov/complaint_filing_cust.html, or any USDA office, or call (866) 632-9992 to request the form. You may also write a letter containing all of the information requested in the form. Send your completed complaint form or letter to us by mail at U.S. Department of Agriculture, Director, Office of Adjudication, 1400 Independence Ave. S.W., Washington, D.C. 20250-9410, by Fax (202) 690-7442 or email at program.intake@usda.gov.

Treasurer's Report

December 17, 2024

1) Budget Adjustments and transfer of funds- from general water checking account to water project construction fund checking account:

- a. To reimburse water construction account in the amount of \$78,479.03 for cost of emergency hookup that was not part of the original water project budget

575-100-699	WPCF transfer in	+\$78,479.03
575-100-970	WPCF Capital Outlay	+78,479.03
571-100-390	Water RRI bal fwd	+52,236.03
571-100-995	Water RRI txf out	+52,236.03
591-100-390	Water bal fwd	+26,243.00
591-100-995	Water txf out	+26,243.00

Respectfully Submitted: Darcy Johnson, Treasurer

Accounts Payable Prepay Report with Distributions

CheckNbr	InvoiceNbr	InvoiceDate	Description	Amount	Discount Taken	Amount To Pay
<u>AVS BROADBAND</u>						
39951	11/10/24	11/10/2024	Phone & Internet 12/1-31/24	\$316.00	\$0.00	\$316.00
	101-100-920		Phone & Internet 12/1-31/24		\$316.00	
39951	11/10/24	11/10/2024	Internet 12/1-31/24	\$75.00	\$0.00	\$75.00
	211-100-920		Internet 12/1-31/24		\$75.00	
39951	11/10/24	11/10/2024	Internet 12/1-31/24	\$75.00	\$0.00	\$75.00
	565-100-920		Internet 12/1-31/24		\$75.00	
39951	11/10/24	11/10/2024	Internet 12/1-31/24	\$75.00	\$0.00	\$75.00
	591-100-920		Internet 12/1-31/24		\$75.00	
				<u>\$541.00</u>	<u>\$0.00</u>	<u>\$541.00</u>
<u>DTE ENERGY</u>						
39952	10/31-12/2/24	12/2/2024	Electrical Service 10/31-12/2/24	\$71.78	\$0.00	\$71.78
	565-100-920		Electrical Service 10/31-12/2/24		\$71.78	
39952	10/31-12/2/24	12/2/2024	Electrical Service 10/31-12/2/24	\$780.23	\$0.00	\$780.23
	591-100-920		Electrical Service 10/31-12/2/24		\$780.23	
39952	10/31-12/2/24	12/2/2024	Electrical Service 10/31-12/2/24	\$130.04	\$0.00	\$130.04
	565-100-920		Electrical Service 10/31-12/2/24		\$130.04	
39952	10/31-12/2/24	12/2/2024	Electrical Service 10/31-12/2/24	\$130.03	\$0.00	\$130.03
	101-100-851		Electrical Service 10/31-12/2/24		\$130.03	
39952	10/31-12/2/24	12/2/2024	Electrical Service 10/31-12/2/24	\$129.87	\$0.00	\$129.87
	211-100-920		Electrical Service 10/31-12/2/24		\$129.87	
39952	10/31-12/2/24	12/2/2024	Electrical Service 10/31-12/2/24	\$114.90	\$0.00	\$114.90
	591-100-920		Electrical Service 10/31-12/2/24		\$114.90	
39952	10/31-12/2/24	12/2/2024	Electrical Service 10/31-12/2/24	\$656.18	\$0.00	\$656.18
	590-100-920		Electrical Service 10/31-12/2/24		\$656.18	
				<u>\$2,013.03</u>	<u>\$0.00</u>	<u>\$2,013.03</u>
<u>EMTERRA ENVIRONMENTAL USA CORP</u>						
39953	266514	12/1/2024	MUNI Trash/Recycle/Organics plus sur	\$7,698.87	\$0.00	\$7,698.87
	580-100-803		MUNI Trash/Recycle/Organics plus sur		\$7,698.87	
				<u>\$7,698.87</u>	<u>\$0.00</u>	<u>\$7,698.87</u>
<u>ERIC J. BRUSS</u>						
39954	Nov 2024	11/26/2024	Planning Comm Stip Nov 2024	\$90.00	\$0.00	\$90.00
	101-100-705		Planning Comm Stip Nov 2024		\$90.00	
				<u>\$90.00</u>	<u>\$0.00</u>	<u>\$90.00</u>

Accounts Payable Prepay Report with Distributions

CheckNbr	InvoiceNbr	InvoiceDate	Description	Amount	Discount Taken	Amount To Pay
<u>GREAT AMERICA FINANCIAL SVCS.</u>						
39955	37946148	11/21/2024	Ricoh Copier	\$12.16	\$0.00	\$12.16
	101-100-803		Ricoh Copier		\$12.16	
39955	37946148	11/21/2024	Ricoh Copier	\$12.12	\$0.00	\$12.12
	202-100-803		Ricoh Copier		\$12.12	
39955	37946148	11/21/2024	Ricoh Copier	\$12.12	\$0.00	\$12.12
	203-100-803		Ricoh Copier		\$12.12	
39955	37946148	11/21/2024	Ricoh Copier	\$12.12	\$0.00	\$12.12
	211-100-803		Ricoh Copier		\$12.12	
39955	37946148	11/21/2024	Ricoh Copier	\$12.12	\$0.00	\$12.12
	207-100-803		Ricoh Copier		\$12.12	
39955	37946148	11/21/2024	Ricoh Copier	\$12.12	\$0.00	\$12.12
	565-100-803		Ricoh Copier		\$12.12	
39955	37946148	11/21/2024	Ricoh Copier	\$12.12	\$0.00	\$12.12
	208-100-727		Ricoh Copier		\$12.12	
39955	37946148	11/21/2024	Ricoh Copier	\$12.12	\$0.00	\$12.12
	590-100-803		Ricoh Copier		\$12.12	
39955	37946148	11/21/2024	Ricoh Copier	\$12.12	\$0.00	\$12.12
	591-100-803		Ricoh Copier		\$12.12	
39955	37946148	11/21/2024	Ricoh Copier	\$12.12	\$0.00	\$12.12
	661-100-803		Ricoh Copier		\$12.12	
39955	37946148	11/21/2024	Ricoh Copier	\$12.12	\$0.00	\$12.12
	580-100-803		Ricoh Copier		\$12.12	
				<u>\$133.36</u>	<u>\$0.00</u>	<u>\$133.36</u>
<u>JAMES A. SROKA</u>						
39956	Nov 2024	11/26/2024	Planning Comm Stip Nov 2024	\$90.00	\$0.00	\$90.00
	101-100-705		Planning Comm Stip Nov 2024		\$90.00	
				<u>\$90.00</u>	<u>\$0.00</u>	<u>\$90.00</u>
<u>JOHN ROGERS</u>						
39957	Nov 2024	11/26/2024	Planning Comm Stip Nov 2024	\$90.00	\$0.00	\$90.00
	101-100-705		Planning Comm Stip Nov 2024		\$90.00	
				<u>\$90.00</u>	<u>\$0.00</u>	<u>\$90.00</u>
<u>MARY M. SIMON</u>						
39958	Nov 2024	11/26/2024	Planning Comm Stip Nov 2024	\$120.00	\$0.00	\$120.00
	101-100-705		Planning Comm Stip Nov 2024		\$120.00	
				<u>\$120.00</u>	<u>\$0.00</u>	<u>\$120.00</u>
<u>OPERATING ENGINEERS LOCAL 324</u>						
39959	Feb 2025	12/18/2024	Health Care Ins. Feb 2025	\$4,057.20	\$0.00	\$4,057.20
	101-100-716		Health Care Ins. Feb 2025		\$4,057.20	

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Accounts Payable Prepay Report with Distributions

CheckNbr	InvoiceNbr	InvoiceDate	Description	Amount	Discount Taken	Amount To Pay
				<u>\$4,057.20</u>	<u>\$0.00</u>	<u>\$4,057.20</u>
<u>STANDARD INSURANCE CO.</u>						
39960	1/1/25	1/1/2025	Village life Ins	\$281.31	\$0.00	\$281.31
	101-100-807		Village life Ins		\$245.79	
	101-100-807		Village life Ins		\$35.52	
39960	1/1/25	1/1/2025	Village life Ins	\$11.84	\$0.00	\$11.84
	586-100-807		Village life Ins		\$11.84	
				<u>\$293.15</u>	<u>\$0.00</u>	<u>\$293.15</u>
<u>THE DTE ENERGY</u>						
39961	11/1-30/24	11/30/2024	Street Lights 11/1-30/24	\$3,800.03	\$0.00	\$3,800.03
	204-100-920		Street Lights 11/1-30/24		\$3,800.03	
				<u>\$3,800.03</u>	<u>\$0.00</u>	<u>\$3,800.03</u>
<u>THOMAS JACKSON</u>						
39962	Nov 2024	11/26/2024	Planning Comm Stip Nov 2024	\$240.00	\$0.00	\$240.00
	101-100-705		Planning Comm Stip Nov 2024		\$240.00	
				<u>\$240.00</u>	<u>\$0.00</u>	<u>\$240.00</u>
<u>VILLAGE SPECIAL EQUIPMENT</u>						
39963	11/11-24/24	11/24/2024	Equip Usage rental	\$162.00	\$0.00	\$162.00
	591-100-940		Equip Usage rental		\$162.00	
39963	11/11-24/24	11/24/2024	Equip Usage rental	\$81.00	\$0.00	\$81.00
	590-100-940		Equip Usage rental		\$81.00	
39963	11/11-24/24	11/24/2024	Equip Usage rental	\$33.02	\$0.00	\$33.02
	202-100-940		Equip Usage rental		\$33.02	
39963	11/11-24/24	11/24/2024	Equip Usage rental	\$181.22	\$0.00	\$181.22
	203-100-940		Equip Usage rental		\$181.22	
39963	11/11-24/24	11/24/2024	Equip Usage rental	\$601.75	\$0.00	\$601.75
	565-100-940		Equip Usage rental		\$601.75	
39963	11/11-24/24	11/24/2024	Equip Usage rental	\$9.16	\$0.00	\$9.16
	211-100-940		Equip Usage rental		\$9.16	
				<u>\$1,068.15</u>	<u>\$0.00</u>	<u>\$1,068.15</u>
<u>WEX BANK</u>						
39964	11/1-30/24	12/1/2024	Gas for equipment	\$389.58	\$0.00	\$389.58
	661-100-921		Gas for equipment		\$389.58	
39964	11/1-30/24	12/1/2024	Gas for equipment	\$38.00	\$0.00	\$38.00
	586-100-860		Gas for equipment		\$38.00	
				<u>\$427.58</u>	<u>\$0.00</u>	<u>\$427.58</u>

12

Accounts Payable Prepay Report with Distributions

CheckNbr	InvoiceNbr	InvoiceDate	Description	Amount	Discount Taken	Amount To Pay
Grand Total:				<u>\$20,662.37</u>	<u>\$0.00</u>	<u>\$20,662.37</u>

14 Checks to Print

This report was created with the following parameters

Report Executed on: 12/9/2024 2:50:35 PM

Accounts Payable Prepay Report with Distributions

CheckNbr	InvoiceNbr	InvoiceDate	Description	Amount	Discount Taken	Amount To Pay
<u>AVS BROADBAND</u>						
10970	12/1-31/24	11/10/2024	Phone & Internet 12/1-31/24	\$177.00	\$0.00	\$177.00
	586-100-920		Phone & Internet 12/1-31/24		\$177.00	
				<u>\$177.00</u>	<u>\$0.00</u>	<u>\$177.00</u>
<u>CULLIGAN WATER CONDITIONING OF MARLETTE</u>						
10971	11/30/24	11/30/2024	Equipment Rental Dec 2024	\$13.07	\$0.00	\$13.07
	586-100-803		Equipment Rental Dec 2024		\$13.07	
				<u>\$13.07</u>	<u>\$0.00</u>	<u>\$13.07</u>
<u>DTE ENERGY</u>						
10972	10/31-12/2/24	12/2/2024	Electrical Service 10/31-12/2/24	\$181.98	\$0.00	\$181.98
	586-100-920		Electrical Service 10/31-12/2/24		\$181.98	
				<u>\$181.98</u>	<u>\$0.00</u>	<u>\$181.98</u>
			Grand Total:	<u><u>\$372.05</u></u>	<u><u>\$0.00</u></u>	<u><u>\$372.05</u></u>

3 Checks to Print

This report was created with the following parameters

Report Executed on: 12/9/2024 3:09:51 PM

14

Accounts Payable Prepay Report with Distributions

CheckNbr	InvoiceNbr	InvoiceDate	Description	Amount	Discount Taken	Amount To Pay
<u>CUTLER JANITORIAL SUPPLY, LLC</u>						
39965	8196	8/29/2024	1 cs black 55-60gal black, 1 cs towe	\$101.00	\$0.00	\$101.00
	565-100-727		1 cs black 55-60gal black, 1 cs towe		\$101.00	
				<u>\$101.00</u>	<u>\$0.00</u>	<u>\$101.00</u>
<u>STATE OF MICHIGAN</u>						
39966	761-11280816	12/1/2024	NPDES Annual Permit Fee, 2025 MIG580	\$400.00	\$0.00	\$400.00
	591-100-803		NPDES Annual Permit Fee, 2025 MIG580		\$400.00	
				<u>\$400.00</u>	<u>\$0.00</u>	<u>\$400.00</u>
<u>EMILY KRAJEWSKI</u>						
39967	BSCC Rental 12/8/24	12/9/2024	BSCC Rental Deposit Refund	\$100.00	\$0.00	\$100.00
	211-100-964		BSCC Rental Deposit Refund		\$100.00	
				<u>\$100.00</u>	<u>\$0.00</u>	<u>\$100.00</u>
<u>KENS SEWER SERVICE LLC</u>						
39968	3204	12/1/2024	Cleaned BSCC sewer drain and removed	\$558.00	\$0.00	\$558.00
	211-100-930		Cleaned BSCC sewer drain and remove		\$558.00	
				<u>\$558.00</u>	<u>\$0.00</u>	<u>\$558.00</u>
<u>LAKESHORE IMPROVEMENTS LLC</u>						
39969	13694	11/15/2024	Winterized boat slips, Harbor park b	\$242.50	\$0.00	\$242.50
	591-100-930		Winterized boat slips, Harbor park b		\$242.50	
39969	13694	11/15/2024	Winterized boat slips, Harbor park b	\$242.50	\$0.00	\$242.50
	586-100-930		Winterized boat slips, Harbor park b		\$242.50	
39969	13693	11/15/2024	Water heater Replacement BSCC	\$1,238.98	\$0.00	\$1,238.98
	211-100-930		Water heater Replacement BSCC		\$1,238.98	
				<u>\$1,723.98</u>	<u>\$0.00</u>	<u>\$1,723.98</u>
<u>MICHIGAN PIPE & VALVE</u>						
39970	S044321	11/26/2024	1 ss inserts cts, 3/4 ss inserts cts	\$38.40	\$0.00	\$38.40
	591-100-727		1 ss inserts cts, 3/4 ss inserts cts		\$38.40	
				<u>\$38.40</u>	<u>\$0.00</u>	<u>\$38.40</u>
<u>MICHIGAN RURAL WATER ASSOC.</u>						
39971	202-12655	11/30/2024	John Monsees 11/27/24	\$400.00	\$0.00	\$400.00
	591-100-803		John Monsees 11/27/24		\$400.00	
				<u>\$400.00</u>	<u>\$0.00</u>	<u>\$400.00</u>

15

Accounts Payable Prepay Report with Distributions

CheckNbr	InvoiceNbr	InvoiceDate	Description	Amount	Discount Taken	Amount To Pay
<u>QUILL CORPORATION</u>						
39972	41711335	11/26/2024	Name Plate New Council member	\$11.49	\$0.00	\$11.49
	101-100-727		Name Plate New Council member		\$11.49	
				<u>\$11.49</u>	<u>\$0.00</u>	<u>\$11.49</u>
<u>View Newspaper Group</u>						
39973	367224	11/30/2024	Meetings, want ads, Ord printing	\$1,252.72	\$0.00	\$1,252.72
	101-100-900		Meetings, want ads, Ord printing		\$1,252.72	
				<u>\$1,252.72</u>	<u>\$0.00</u>	<u>\$1,252.72</u>
<u>WOLVERINE SALES & SERVICE INC.</u>						
39974	13678	12/9/2024	Dust Caps (PWR GRD) (2PK)	\$17.65	\$0.00	\$17.65
	565-100-930		Dust Caps (PWR GRD) (2PK)		\$17.65	
				<u>\$17.65</u>	<u>\$0.00</u>	<u>\$17.65</u>
			Grand Total:	<u><u>\$4,603.24</u></u>	<u><u>\$0.00</u></u>	<u><u>\$4,603.24</u></u>

10 Checks to Print

This report was created with the following parameters

Report Executed on: 12/10/2024 2:34:58 PM

16

Accounts Payable Prepay Report with Distributions

CheckNbr	InvoiceNbr	InvoiceDate	Description	Amount	Discount Taken	Amount To Pay
<u>RAYMOND EXCAVATING COMPANY</u>						
125	11/27/24	11/27/2024	4th Draw wpcf 11/27-11/27/24 lake st	\$200,422.18	\$0.00	\$200,422.18
	575-100-970		4th Draw wpcf 11/27-11/27/24 lake st	\$200,422.18		
				<u>\$200,422.18</u>	<u>\$0.00</u>	<u>\$200,422.18</u>
			Grand Total:	<u>\$200,422.18</u>	<u>\$0.00</u>	<u>\$200,422.18</u>

1 Checks to Print

This report was created with the following parameters

Accounts Payable Prepay Report with Distributions

CheckNbr	InvoiceNbr	InvoiceDate	Description	Amount	Discount Taken	Amount To Pay
<u>BOOMS CONSTRUCTION</u>						
126	Application 2	12/3/2024	Booster Pump Station App. #2	\$33,777.25	\$0.00	\$33,777.25
	575-100-970		Booster Pump Station App. #2	\$33,777.25		
				<u>\$33,777.25</u>	<u>\$0.00</u>	<u>\$33,777.25</u>
			Grand Total:	<u>\$33,777.25</u>	<u>\$0.00</u>	<u>\$33,777.25</u>

1 Checks to Print

This report was created with the following parameters

\$ 234,199.43

17

Unapproved Agenda
Village of Port Sanilac Council Meeting
December 3, 2024

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

President Falcon calls the Council Meeting to order at 7:04pm.

Council Members Present: M. Balysh, S. Balysh, B. Hunter, B. Moran Jr., B. Simon, A. Smiley, D. Falcon.

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

Guests: Bill Sarkella, County Commissioner District 4, Anna Frusti, Cathi & Dave Haslett, Wanda Hughes, Phil Kolakovich, Mr. & Mrs. Dennis Smallwood, Jeff Smeader, Jenny Sroka, Jim Sroka

Agenda/Additions:

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

Public Comment:

a. Bill Sarkella gave a county-level report.

Presidential Appointments: None

Presentations: None

Petitions and Communications:

a. Resolution Number: #13-2024 A Resolution Establishing a Credit Card Policy, Actual Policy Procedures.

Roll Call Vote:

M. Balysh, yes, S. Balysh, yes, B. Hunter, yes, B. Moran Jr., yes, B. Simon, yes, A. Smiley, yes, D. Falcon, yes,
Motion Carried.

Training:

a. Ordinance Review – Nuisance/Blight Prevention (separate packet)
Scott Bickel, Code Enforcement Officer

Motion by D. Falcon, seconded by B. Simon to approve Scott Bickel to enforce the nuisance/blight ordinance.
Motion Carried.

Village Departments, Committees, and Commissions:

Governance Committee:

a. Governance Committee Meeting Minutes dated November 19, 2024.

a1. **Motion** by B. Hunter, seconded by D. Falcon to identify Independence Day Weekend, Antique Boat Show and Camper Show and Blues Festival as “Port Sanilac Events” and to determine Food Truck permit fees. **Motion Carried.**

a2. **Motion** by B. Hunter, seconded by B. Simon to review the Raymond Hardware sidewalk information provided by MDOT and recommend Council assign responsibility for the repairs to Raymond Hardware sidewalk. **Motion Carried.**

a3. **Motion** by B. Hunter, seconded by B. Simon to review the Planning Commission refund of application fees for denied Short Term Rentals and recommend Council support the action during the initial ordinance implementation phase only.
Motion Carried.

a4. **Motion** by B. Moran, Jr., seconded by B. Hunter to table to Governance to get more clarification Bark Shanty Community Center drainage project and forward to Governance.

Planning Commission:

- a. Planning Commission Approved Meeting Minutes dated October 22, 2024
- b. Planning Commission Special Meeting Minutes dated November 26, 2024 - Jim Skora commented that there were 22 applications for short term rentals and the need to follow Village of Port Sanilac By-Laws.
- c. Planning Commission Unapproved Meeting Minutes dated November 26, 2024

Zoning Administrator's Report:

- a. Zoning Administrator's November Report – Larry O'Keefe

New Business:

Unfinished Business: Jim Skora

- a. Sanilac East Fire Authority- Heat on at the firehall, Rescue squad, lower stipend.
- b. Town Hall Meetings – January 18, 2025 and July 19, 2025 – 4 pm at BSCC Gymnasium

Bills:

- a. **Motion** by M. Balysh, seconded by B. Hunter to approve Village bills **PAID** dated November 26, 2024 in the amount of \$1,721.27. **Motion Carried.**
- b. **Motion** by S. Balysh, seconded by B. Moran, Jr. to approve Harbor bills **PAID** dated November 27, 2024 in the amount of \$47.52. **Motion Carried.**
- c. **Motion** by S. Balysh, seconded by B. Hunter to approve Village bills **TO BE PAID** dated December 3, 2024 in the amount of \$6,757.09. **Motion Carried.**
- d. **Motion** by M. Balysh, seconded by B. Hunter to approve Harbor bills **TO BE PAID** dated December 4, 2024 in the amount of \$445.80. **Motion Carried.**

Minutes:

- a. **Motion** by B. Moran, Jr., seconded by B. Hunter to approve the Council Meeting Minutes dated November 19, 2024, as submitted. **Motion Carried.**

Treasurer's Report: Darcy Johnson

- a. Financial Statements - November 1, 2024 – December 1, 2024.
- b. Treasurer's November Report dated December 2, 2024 – Darcy Johnson
Motion by B. Hunter, seconded by S. Balysh to approve transfer of funds as follows:
Budget Adjustment:

b. To budget for RRC consultant match & expenses		
i. Gen Fund bal. fwd.	101-100-390	+3,000
ii. RRC grant income	101-100-670	+12,000
iii. RRC consultant	101-100-809	+15,000

Business Manager: Larry O'Keefe

a. Business Manager's November Report – Larry O'Keefe

Clerk: Barbara Joslin

a. 2025 Village of Port Sanilac – Council Meeting Dates and to authorize to publish in the paper, not to exceed \$100.00. But to add both Town Hall meetings.

b. **Motion** by B. Hunter, seconded by A. Smiley to approve publishing in The Sanilac County News.

Motion Carried.

Work in Progress:

a. 2022 Water Project

Public Comment: Jeff Smeader – had question concerning the Well House

Closed Session: If necessary:

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

Roll Call Vote:

M. Balysh ___, S. Balysh ___, B. Hunter ___, B. Moran Jr. ___, B. Simon ___, A. Smiley ___, D. Falcon ___,

Return to open session at ___ pm.

Adjournment:

Motion by D. Falcon, seconded by B. Hunter to adjourn the council meeting at 8:09 p.m.