



The Village of
Port Sanilac

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Approved Meeting Minutes
Village of Port Sanilac Council Meeting
November 5, 2024

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

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

Council Members Present: M. Balysh, S. Balysh, L. Hahn, B. Moran Jr., B. Simon, D. Falcon

Council Member Absent: B. Hunter

Staff Present: Barbara Joslin, Larry O'Keefe, Barbara Rabineau

Guests: Eric Bruss, Brian Moran Sr., Douglas Petersen, Hope Petersen, Jenny Sroka, Jim Sroka

Agenda/Additions:

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

Public Comment:

a. Douglas Petersen requested an update on his outstanding request for water service. Larry O'Keefe stated he is waiting for information from the Village Attorney; he will follow-up this week.

Presidential Appointments: None

Presentations: None

Petitions and Communications:

a. Chad Gainor's resignation letter was read into the record. **Motion** by L. Hahn, seconded by S. Balysh to accept Chad Gainor's resignation. **Motion Carried.**

b. **Motion** by D. Falcon, seconded by S. Balysh to advertise in the Sanilac News and Jeffersonian for a new Parks and Recreation Coordinator. **Motion Carried.**

Training:

a. Ordinance Review – Title XV Land Usage. Chapter 151 SIDEWALKS; CONSTRUCTION, MAINTENANCE, AND USE. §151.20 – 151.41. President Falcon reviewed Ordinance.

b. Clerk suggested careful review of Ordinances prior to any changes being made. Future first meeting ordinance review documents will be sent separately to Trustees for review prior to the Council Agenda Packet email.

c. M. Balysh noted associated costs with revising ordinances.

d. President Falcon will review sub-committee trustee positions and addition of an Ordinance Review Sub-Committee.

Village Departments, Committees, and Commissions:

Governance Committee:

a. Governance Committee Meeting Minutes dated October 15, 2024 were presented by Larry O'Keefe.

a1. **Motion** by B. Moran Jr., seconded by B. Simon to table MTH Landscaping Inc. proposal for drainage along the west Bark Shanty Community Center property line. **Motion Carried.**

a2. **Motion** by D. Falcon, seconded by L. Hahn to approve the amended Village of Port Sanilac Zoning Board of Appeals By-Laws, as recommended by the Governance Committee, and as corrected. **Motion Carried.**

a3. **Motion** by B. Moran Jr, seconded by B. Simon to table proposed Ordinance #2024-06 – An addition to Title VII: Traffic Code, Chapter 73: PARKING REGULATIONS. **Motion Carried.**

a4. **Motion** by S. Balysh, seconded by L. Hahn to table approving the amended Fee Schedule. **Motion Carried.**

Personnel Committee:

a. Personnel Committee Meeting Minutes dated October 23, 2024 were presented.

Planning Commission:

a. RRC Funding was discussed by Mary Simon. **Motion** by D. Falcon, seconded by B. Simon to approve using RRC funding of \$12,000.00 plus \$3,000.00 Village match to hire a consultant for planned unit development. **Motion Carried.**

a1. Treasurer to submit budget transfer at December 3rd Council Meeting.

b. Planning Commission Approved Meeting Minutes dated September 24, 2024 were submitted.

c. Planning Commission Unapproved Meeting Minutes dated October 22, 2024 were submitted.

d. Planning Commission Special Meeting Minutes dated October 25, 2024 were submitted.

Zoning Administrator's Report:

a. Zoning Administrator's October Report was presented by Larry O'Keefe,

b. Zoning Board of Appeals Public Hearings will be held on December 19, 2024 at 6:30 and 7:00 pm at the Bark Shanty Community Center, Room #3.

New Business: None

Unfinished Business:

a. L. Hahn updated Council on the Sanilac East Fire Authority lease, fire truck logo, and signage.

a1. Jim Sroka spoke regarding their new Treasurer, Darcy Johnson, working on a financial plan for the Authority.

b. 4th Quarter Newsletter Results will be published in the November 19, 2024 Council Packet.

c. Town Hall Meetings are scheduled January 18, 2025 and July 19, 2025 at 4 pm at BSCC Gymnasium.

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Bills:

- a. **Motion** by M. Balysh, seconded by L. Hahn to approve Village bills **PAID** dated October 29, 2024 in the amount of \$1,968.08. **Motion Carried.**

- b. **Motion** by S. Balysh, seconded by B. Moran Jr. to approve Harbor bills **PAID** dated October 30, 2024 in the amount of \$220.41. **Motion Carried.**

- c. **Motion** by L. Hahn, seconded by S. Balysh to approve Village bills **TO BE PAID** dated November 5, 2024 in the amount of \$8,152.19. **Motion Carried.**

- d. **Motion** by L. Hahn, seconded by D. Falcon to approve Harbor bills **TO BE PAID** dated November 6, 2024 in the amount of \$2,071.70. **Motion Carried.**

Minutes:

- a. **Motion** by B. Moran Jr., seconded by B. Simon to approve the Council Meeting Minutes dated October 15, 2024, as submitted. **Motion Carried.**

- b. **Motion** by S. Balysh, seconded by L. Hahn to approve the Special Meeting Minutes dated October 29, 2024, as submitted. **Motion Carried.**

Treasurer's Report: Darcy Johnson

- a. Financial Statements October 2023 and October 2024 were submitted.

- b. Treasurer's October Report dated November 5, 2024 was presented by Darcy Johnson.

- b1. **Motion** by S. Balysh, seconded by B. Simon to invoice Sanilac Township \$2,000.00 for Parks and Recreation fiscal year 2024/2025.

- b2. **Motion** by B. Moran Jr., seconded by B. Simon to approve 2024/2025 Internal Transfers (attached). **Motion Carried.**

Business Manager: Larry O'Keefe

- a. Business Manager's October Report was presented by Larry O'Keefe.

Clerk: Barbara Rabineau

- a. Updated Council Sub-Committee List was submitted to Council.

- b. **Motion** by B. Moran Jr., seconded by D. Falcon to authorize replacement signatures for Clerk to Barbara Joslin at Exchange State Bank. **Motion Carried.**

Work in Progress:

- a. 2022 Water Project – Nothing additional.
 - a1. Booster Pump Station construction insurance. **Motion** by D. Falcon, seconded by L. Hahn to approve additional insurance premium from EMC Insurance for the construction of the Booster Pump Station for \$3,136.00, as recommended by the Finance Committee; charge to account 575-100-970. **Motion Carried.**

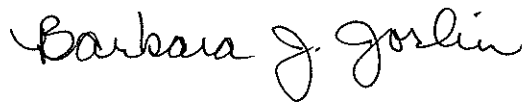
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Public Comment:

- a. Trustees spoke to concerns regarding grass cutting at the Village office, BSCC, and the Welcome Center. Larry O'Keefe will adjust DPW schedules.
- b. Welcome Center lights to be checked; they are on a timer but S. Balysh noticed the lights were on.
- c. S. Balysh advised Council the pickle ball court will not be completed until next spring; manufacturer of paint products will address at that time.
- d. President Falcon advised Trustees to give residents his contact information when any concerns arise.

Adjournment:

Motion by D. Falcon, seconded by L. Hahn to adjourn the council meeting at 8:13 pm. **Motion Carried.**



Barbara J. Joslin, Clerk