



The Village of  
**Port Sanilac**

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March 17, 2020

The Pledge of Allegiance was led by Jim Southard  
President Mach called the Council Meeting to order at 7:03 pm.

**Members Present:** M. Balysh, S. Balysh, Davis, Jacobs, Lange, Southard, Mach

**Staff Present:** Don Morath, Larry O'Keefe, Debbie Paradoski

**Guests:** Bob Armstrong, Marie Willis

**Agenda/Additions:**

1. Minutes from Public Safety/SEFA Meeting March 14, 2020
2. Phone numbers & websites for coronavirus info
3. Bark Shanty Community Center calendar for March -May
4. **Motion** by \_\_\_, seconded by \_\_\_ to approve bills **TO BE PAID** dated 3/18/2020 in the amount of \$2,068.45.
5. Bob Armstrong to present WMIC Advertising
6. New Freedom of Information Form
7. Amend Village of Port Sanilac 2019-2020 Annual Fee Schedule with Freedom of Information Act fee
8. SEFA down wire fee discussion
9. Executive Order – Village Meetings & Operations
10. Executive Order – Finance Operations
11. Executive Order – Harbor Commission Fiscal Operations
12. Finance Committee Report

**Motion** by Lange, seconded by Jacobs to approve Agenda/Additions. **Motion carried.**

**Public Safety:** Don Morath gave the Sheriff's February 2020 Report

a. Sargent gave an update from the Sheriff's Department

b. Phone numbers & websites for coronavirus info are posted on the Village website

**Presentations:**

a. Bob Armstrong presented the WMIC Advertising for 2020. The cost is \$940.00 for the brochure and an additional \$99.00 for the website link. Present Mach sent this to Finance.

**Petitions and Communications:**

a. Facility Use Check List from Port Sanilac Volunteer Firefighters Association for a hot dog stand at the Harbor Park for the 4<sup>th</sup> of July.

**Motion** by S. Balysh, seconded by Lange to approve the Facility Use Check List from Port Sanilac Volunteer Firefighters Association for a hot dog stand at the Harbor Park for the 4<sup>th</sup> of July 2020. **Motion carried.**

b. Facility Use Check List from Port Sanilac Volunteer Firefighters Association for a Beer Tent during the Summer Festival July 24-26, 2020.

**Motion** by S. Balysh, seconded by Jacobs to approve the Facility Use Check List from Port Sanilac Volunteer Firefighters Association for a Beer Tent during the Summer Festival July 24-26, 2020.

**Motion carried.**

**Public Comment:** Marie Willis asked about the status of her using the Bark Shanty kitchen.

**New Business:**

a. Bark Shanty Community Center calendar for March -May

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**Motion** by Lange, seconded by Southard to suspend use of Bark Shanty Community Center until State of Michigan Emergency order and guidelines allow reconsideration. **Motion carried.**

**b. Amend Village of Port Sanilac 2019-2020 Annual Fee Schedule with Freedom of Information Act fee**  
**Motion** by Jacobs, seconded by M. Balysh to amend Fee Schedule to include FOIA requests form fees per recommendation of Finance Committee. **Motion carried.**

**c. SEFA down wire fee discussion**

**Motion** by Davis, seconded by Jacobs to amend the Fee Schedule to add \$650.00 fee for down wire calls.  
**Motion carried.**

**d. Executive Order – Village Meetings & Operations**

**Motion** by Lange, seconded by Southard in compliance with the Governor’s Executive Orders 2020-4, titled “Declaration of State of Emergency” and Executive Order 2020-11, titled “Temporary prohibition on large assemblages and events” the Chief Executive Officer of the Village of Port Sanilac, to wit: Mr. Raymond S. Mach, Village President, hereby orders;

1. That the Village of Port Sanilac shall suspend the regular scheduled meetings, as needed, of the Village Council, Village Council Sub-Committees, Village Authorities, Village Commissions and those standing working groups under Village authority until such time that the Governor of the State of Michigan rescinds said Executive Order(s).

2. That the Village of Port Sanilac, as directed by Executive Order, shall authorize the Business Manager and in the absence of the Business Manager, the Coordinator of Public Safety Services to suspend those events or meetings previously approved or authorized by the Village of Port Sanilac.

**Roll Call Vote:** M. Balysh yes, S. Balysh yes, Davis yes, Jacobs yes, Lange yes, Southard yes, Mach yes.  
**Motion carried.**

**e. Executive Order – Finance Operations**

**Motion** by S. Balysh, seconded by Jacobs in compliance with Governor’s Executive Orders 2020-4, titled “Declaration of State of Emergency” and Executive Order 2020-11, titled “Temporary prohibition on large assemblages and events” the Chief Executive Officer of the Village of Port Sanilac, to wit: Mr. Raymond S. Mach, Village President, hereby orders;

1. That the Village of Port Sanilac shall suspend the regular scheduled meetings, as needed, of the Village Council, Village Council Sub-Committees, Village Authorities, Village Commissions and those standing working groups under Village authority until such time that the Governor of the State of Michigan rescinds said Executive Order(s).

2. That Village Business Manager, in coordination with the offices of the Village Clerk and the Village Treasurer, be authorized to distribute public funds to satisfy those debts incurred by the Village of Port Sanilac. Said authorization shall remain in effect until rescinded by Village Council.

**Roll Call Vote:** M. Balysh yes, S. Balysh yes, Davis yes, Jacobs yes, Lange yes, Southard yes, Mach yes.  
**Motion carried.**

**f. Executive Order – Harbor Commission Fiscal Operations**

**Motion** by Southard, seconded by Lange in compliance with Governor’s Executive Orders 2020-4, titled “Declaration of State of Emergency” and Executive Order 2020-11, titled “Temporary prohibition on large assemblages and events” the Chief Executive Officer of the Village of Port Sanilac, to wit: Mr. Raymond S. Mach, Village President, hereby orders;

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1. That the Village of Port Sanilac shall suspend the regular scheduled meetings, as needed, of the Village Council, Village Council Sub-Committees, Village Authorities, Village Commissions and those standing working groups under Village authority until such time that the Governor of the State of Michigan rescinds said Executive Order(s).

2. That the Village of Port Sanilac, as directed by Executive Order, shall authorize the Chairperson of the Harbor Commission in coordination with the Secretary of the Harbor Commission to distribute public funds to satisfy the debts incurred by said Commission.

**Roll Call Vote:** M. Balysh yes, S. Balysh yes, Davis yes, Jacobs yes, Lange yes, Southard yes, Mach yes.  
**Motion carried.**

**Previous Business:**

a. Michigan Recreation Passport Grant Program Development Project Agreement  
President Mach needs to talk to Gale Travis about the funding before the Agreement is signed.

**Bills:**

a. **Motion** by Jacobs, seconded by Southard to approve bills **TO BE PAID** dated 3/17/2020 in the amount of \$14,504.43. **Motion carried.**

b. **Motion** by S. Balysh, seconded by Mach to approve bills **TO BE PAID** dated 3/18/2020 in the amount of \$2,068.45. **Motion carried.**

**Minutes:**

**Motion** by M. Balysh, seconded by Southard to approve the March 3, 2020 Council Meeting Minutes as presented.

**Roll Call Vote:** M. Balysh yes, S. Balysh yes, Davis abstained, Jacobs yes, Lange abstained, Southard yes, Mach yes. **Motion carried.**

**Business Manager:** Larry O'Keefe gave an update on the 2020 Water Project timeline

a. Doug's Lawn Care spring & fall cleanup proposal

**Motion** by Davis, seconded by M. Balysh to approve Doug's Lawn Care spring & fall cleanup proposal on village grounds for \$1,475.00.

**Roll Call Vote:** M. Balysh yes, S. Balysh yes, Davis yes, Jacobs yes, Lange no, Southard no, Mach yes.  
**Motion carried.**

b. Sheriff's updated contract

**Motion** by Lange, seconded by Southard to approve the revised Sheriff's contract to match the pay raises of the Sanilac County Sheriff's agreement. **Motion carried.**

c. Patrol Car

**Motion** by Lange, seconded by S. Balysh to remove law enforcement related equipment and labeling prior to disposal of the car. **Motion carried.**

d. Police uniforms

**Motion** by Lange, seconded by S. Balysh to remove all law enforcement related patches and labeling prior to availing DPW opportunity to use any of the clothing for work related prior to disposal of the asset.

**Roll Call Vote:** M. Balysh yes, S. Balysh yes, Davis yes, Jacobs yes, Lange yes, Southard yes, Mach yes.  
**Motion carried.**

New Freedom of Information Form (informational)

Unapproved Minutes from Public Safety/SEFA Meeting March 14, 2020

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**Parks & Rec:**

Unapproved Minutes dated March 4, 2020

**Harbor:**

Application from maritime Training for online classes for the Harbor Master (tabled)

**Work in Progress:**

Employee reviews and raises

**Public Comment:**

Sue Balysh tabled about the decorations the Business Association would like to hang from the light poles

**Adjournment:**

**Motion** by S. Balysh, seconded by Southard to adjourn the council meeting at 9:05 pm. **Motion carried.**

Debbie Paradoski, Village Clerk