



The Village of
Port Sanilac

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January 21, 2020

The Pledge of Allegiance was led by Jon Davis
President Mach called the Council Meeting to order at 7:04 pm.

Council Members Present: M. Balysh, S. Balysh, Davis, Jacobs, Lange, Southard, Mach
Members Present: Debbie Paradoski, Don Morath, Larry O'Keefe
Guests: Gale Travis, Nate Smith, Jane Sorbelli, Doug Muxlow

Agenda/Additions:

1. Steven Bambrick would like to talk to Council about using the Bark Shanty gym
 2. **Motion** by __, seconded by __ to approve bills **TO BE PAID** dated 1/22/2020 in the amount of \$2,616.98.
 3. Letter from Don Morath, Department of Public Safety Coordinator
 4. Finance Committee Report
 5. Letter from Rowe Professional Services regarding the DNR Passport Grant
 6. Building, Site, Water & Sewer Committee Report
 7. Snow removal Procedures & Process
 8. Schedule for 2020 Water Improvement Project
- Motion** by Lange, seconded by Jacobs to approve Agenda/Additions. **Motion carried.**

Presentation:

Steven Bambrick would like to talk to Council about using the Bark Shanty gym (he didn't show up)

Petitions and Communications:

- a. Senior Citizen Housing Project Ad-Hoc Meeting Minutes January 2, 2020 (informational)
- b. Village of Port Sanilac 2020 Finance Committee meeting dates (informational)
- c. Doug Muxlow, Superintendent of CPS explained the upcoming ballot request.
- d. Letter from Don Morath, Department of Public Safety Coordinator
Motion by President Mach, seconded by Southard to return Mr. Morath to a light duty basis.
Motion carried.
- e. Letter from Rowe Professional Services regarding the DNR Passport Grant
Motion by S. Balysh, seconded by Jacobs to facilitate the Grant and authorize President Mach to sign the grant form.
Roll Call Vote: M. Balysh yes, S. Balysh yes, Davis yes, Jacobs yes, Lange yes, Southard yes, Mach yes.
Motion carried.

Public Comment:

Joe O'Mara talked about things going on at the county level

New Business:

- a. Finance Committee recommends revising the 2019-2020 Annual Fee schedule by adding the line item DPW Water Project Oversight \$2,787.25 retroactive to July 1, 2019.
Motion by Lange, seconded by Jacobs to approve revising the 2019-2020 Annual Fee schedule by adding the line item DPW Water Project Oversight \$2,787.25 retroactive to July 1, 2019.
Roll Call Vote: M. Balysh yes, S. Balysh yes, Davis yes, Jacobs yes, Lange yes, Southard yes, Mach yes
Motion call.

Bills:

a. **Motion** by Lange, seconded by S. Balysh to approve bills **TO BE PAID** dated 1/21/2020 in the amount of \$14,835.95. **Motion carried.**

b. **Motion** by Jacobs, seconded by Southard to approve bills **TO BE PAID** dated 1/22/2020 in the amount of \$2,616.98. **Motion carried.**

Minutes:

Motion by Southard, seconded by Davis to approve the January 21, 2020 Council Meeting Minutes as presented. **Motion carried.**

Business Manager: Larry O'Keefe

a. Schedule for 2020 Water Improvement Project

Motion by Lange, seconded by Southard to authorize the Village President to direct staff to achieve the VPS items from the Rowe schedule and sign documents necessary to do so, that are binding but nonfinancial and to comply with a bimonthly report back to council the progress and future schedule.

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

b. Snow removal Procedures & Process

Motion by S. Balysh, seconded by Jacobs the approve the Snow Plow Process and Snow Removal Procedure taking out paragraph five on page 11 of the Snow Removal Procedure document in the packet.
Motion carried.

Clerk: Debbie Paradossi

Informed Jon Davis, Sue Jacobs and Jim Southard they are up for reelection. Also, the Bark Shanty mileage is up for renewal. President Mach directed the Clerk to give the past wording of the mileage to our attorney.

Parks & Rec: Gale Travis – No January 2020 meeting

Finance Committee Report

a. **Motion** by Lange, seconded by Southard to recommend transferring \$1,000.00 from the General Fund for FY 2019-2020 and create a line item in the 2020-2021 for the Garden Club. **Motion carried.**

b. **Motion** by Lange, seconded by S. Balysh to accept the proposal from J. David for maintenance on the Town Clock for an estimated cost of between \$120.00 - \$140.00. **Motion carried.**

c. **Motion** by Lange, seconded by M. Balysh to approve annual testing and maintenance of Wells 2 & 3 by Northern Pump and Well for \$250.00 per well. **Motion carried.**

d. The Port Sanilac Welcome Guide is tabled until the next meeting. There is no proposal from WMIC yet.

e. The purchase of a ladder from Cotterman Industries is tabled until further information is provided.

f. **Motion** by Jacobs, seconded by M. Balysh to establish time and material contractor agreements with Zimmerman Electric, Krause Electric and Reifert Electric in that order at their rates with dollar amounts to be limited by our purchasing policy. **Motion carried.**

g. Larry will send out a letter to Karen Olsen advising her nothing is changing in her water bill until we go to metered billing.

Council Meeting Minutes January 21, 2020

Building, Site, Water & Sewer Committee Report

a. Motion by M. Balysh, seconded by S. Balysh to assign responsibilities for the Harbor Park Grant to the

following individuals: Administrator Larry O'Keefe, Finance Darcy Johnson, Consultant D. Schultz from Rowe Professional Services and Clerical Process Debbie Paradoski. **Motion carried.**

b. The request from Marie Willis to use the Bark Shanty kitchen is sent to Governance Committee.

Public Safety: Don Morath said we have had no interaction with Raymond Hardware
Nate Smith gave the Sheriff's December 2019 Report

Harbor: Kelly Trowhill (no report)

Work in Progress: Employee reviews and raises, researching water options

Public Comment:

Don & Sarah Morath thanked the Council and staff for all their support, it has been quite helpful.

Adjournment:

Motion by Lange, seconded by Davis to adjourn the council meeting at 8:53 pm. **Motion carried.**

Debbie Paradoski, Village Clerk

