

*Village of Gaines*  
**Regular Council Meeting Minutes**  
**March 13, 2024**

The regular monthly meeting was called to order by President Constance Greene at the Village of Gaines Office, 113 Genesee Street at 7:00 p.m. with a pledge of allegiance to the flag.

Present: Valerie DeLauter, Wayne McGuire, Diane Nowak, Mark Sanborn, Ronda Roach,  
President Connie Greene, and Clerk Vicky Sandlin  
Absent: Taunya Marek

**Approval of Minutes**

- A. Regular Council meeting (February 14, 2024)  
*Motion McGuire, second DeLauter to approve February 14, 2024 Regular Council Meeting minutes as presented.*  
*Unanimous Voice Vote: All Ayes - Motion declared carried*

**Treasurer Report**

- A. Huntington Bank Balance - \$477,050.64; Dort Financial Balance - \$253; Financial Plus Balance - \$65. Report on file.

**Approval of The Bills**

*Motion DeLauter, second McGuire to approve bills.*  
Roll Call: Ayes – DeLauter, McGuire, Nowak, Roach, Sanborn, Greene  
Nays – None *Motion declared carried*

**DPW Report**

Report received from McGuire prior to meeting. Report on file.

**Fire Board Report**

Roach unable to attend. No report.

**Building Inspector Report**

There were no permits for the Village.

**President's Report**

Report received from President Greene. Report on file.

**Unfinished Business**

None

**New Business**

- A. Approval of the FY 2024/2025 Village of Gaines Budget  
*Motion Nowak, second McGuire to approve FY 2024-2025 Village of Gaines Budget with the 2023 L-4029 Property Tax Millage Rate:*
- General: 10.2312
  - Fire: 2.9864
  - Roads: 1.1360
  - Total: 14.3536
- Roll Call: Ayes – DeLauter, McGuire, Nowak, Roach, Greene  
Abstain: Sanborn  
Nays – None *Motion declared carried*
- B. Village Manager  
Discussed appointing Greene as a Village Manager, but decided to go forward with hiring a Deputy Clerk instead.
- C. Fee Schedule *Roach*  
*Motion Nowak, second Mark to approve Fee Schedule as presented.*  
Roll Call: Ayes – DeLauter, McGuire, Nowak, Roach, Sanborn, Greene  
Nays – None *Motion declared carried*

- D. Wage Scale  
*Motion DeLauter, second Roach to table 'Wage Scale'.*  
*Unanimous Voice Vote: All Ayes - **Motion declared carried***
- E. FY 2022/2023 Regular Council meetings, Zoning Board of Appeals meetings, and Planning Commission meeting dates  
*Motion Roach, second DeLauter to approve FY 2022/2023 Regular Council meetings, Zoning Board of Appeals meetings, and Planning Commission meeting dates.*  
*Unanimous Voice Vote: All Ayes - **Motion declared carried***
- F. Resolution 2024-01 Huntington National Bank Open And Maintain Accounts  
*Motion Nowak, second Roach to accept Resolution 2024-01 Huntington National Bank Open And Maintain Accounts.*  
Roll Call: Ayes – DeLauter, McGuire, Nowak, Roach, Sanborn, Greene  
Nays – None **Motion declared carried**
- G. Resolution 2024-02 Financial Plus Credit Union Open And Maintain Accounts  
*Motion Nowak, second Roach to accept Resolution 2024-02 Financial Plus Credit Union Open And Maintain Accounts.*  
Roll Call: Ayes – DeLauter, McGuire, Nowak, Roach, Sanborn, Greene  
Nays – None **Motion declared carried**
- H. Resolution 2024-03 Dort Financial Credit Union Open And Maintain Accounts  
*Motion Nowak, second Roach to accept Resolution 2024-03 Dort Financial Credit Union Open And Maintain Accounts.*  
Roll Call: Ayes – DeLauter, McGuire, Nowak, Roach, Sanborn, Greene  
Nays – None **Motion declared carried**
- I. 5K/Fun Run  
*Motion Nowak, second DeLauter to allow the Gaines Elementary PTO host a 5K Run Saturday, May 18, 2024 at 9:00am – 12:00pm through Village streets designated on submitted documentation (on file).*  
*Unanimous Voice Vote: All Ayes - **Motion declared carried***
- J. DPW Employee  
*Motion Nowak, second DeLauter to end Robert Rudolph's employment as Village DPW employee effective immediately.*  
Roll Call: Ayes – DeLauter, McGuire, Nowak, Roach, Sanborn, Greene  
Nays – None **Motion declared carried**
- K. Village Trees  
Received quotes for trimming/removal of Village trees: ClearView Tree Removal Service and Gregory Weirert Tree Service (quotes on file).  
*Motion Nowak, second DeLauter to accept the quote from ClearView Tree Removal to trim/remove designated Village trees on McConnell Street, Lord Street, and around Fire Hall.*  
Roll Call: Ayes – DeLauter, McGuire, Nowak, Roach, Sanborn, Greene  
Nays – None **Motion declared carried**
- L. Peace Park Electrical  
*Motion DeLauter, second Nowak to table 'Peace Park Electrical'.*  
*Unanimous Voice Vote: All Ayes - **Motion declared carried***
- M. Brush Pick-up  
*Motion DeLauter, second Roach to approve two (2) Brush Pick-up dates: Wednesday, May 29, 2024 and Thursday, September 12, 2024.*  
*Unanimous Voice Vote: All Ayes - **Motion declared carried***

#### **Communications**

- Water & Waste Meeting – Nowak attended. Reported that Jeff Wright had contacted Senator to make BPAS illegal.
- Small Cities/Villages Meeting – Marek unable to attend.
- Gaines Township Meeting – President Greene attended.
- TAC Meeting – No meeting.

#### **Audience Comments**

None

#### **Council Concerns**

- President Greene shared that they are looking for people to fill the three (3) vacant seats on the Village of Gaines Planning Commission.
- A resident suggested setting up a food pantry in the Village.
- Updated/new drop box may need to be researched.
- Discussed Clerk's overtime hours.
- President Greene's access to Clerk and Treasurer's email mentioned.

**Adjournment**

*Motion McGuire, second Roach to adjourn at 8:39 p.m.*

*Unanimous Voice Vote: All Ayes - **Motion declared carried***

Respectfully Submitted,

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Vicky Sandlin, Clerk

