



Village Board Meeting

November 16, 2022
MAYOR NICHOLAS BODKIN PRESIDING

Attendance:

Mayor Bodkin
Trustee Gutheil
Trustee Girard
Clerk Treasurer Berg
Megan Bassler

TJ Chagnon
Alan Dubois
Bob
JM
User

Absent:

Trustee Orlow
Trustee Carota

Minutes

1. Tonights meeting is called to order at 7:00PM and the Public Forum is opened. No one from the public wishes to address the Board at this time.
2. **Grant Projects Disbursement Requests.**
 - a. **Carbon Filtration Project Update:**
 - i. **Motion to Approve Jersen Pay App #2:** Motion #111622-1 to approve Jersen pay app #2 once a partial release is done. Trustee Gutheil motions, Trustee Girard seconds. All in favor, motion passes.
Discussion: Trustee Gutheil would like an update and clarification on the status of the pumps and GAC filters.
 - ii. Motion to approve Jersen pay app #3 for \$128,500. Item has been tabled
Discussion: Trustee Gutheil has questions about supervision costs and believes they are too high.
 - b. **Sewer I&I Update**
 - i. **Motion to Approve KPI Pay App #3:** This item has been tabled.
 - ii. **Motion for the Mayor to sign Disbursement #13, KPI Pay App #2:** No motion was made.

Discussion: Trustee Gutheil has a question on the number of services. He believes we are paying for services that are not active.



3. **Transfers: Motion to approve the following transfers: Motion #111622-2.** Trustee Girard motions, Trustee Gutheil seconds. All in favor, motion passes.

Discussion: Trustee Gutheil would like an update on the auditor situation. He believes the expenditure account is lower than it should be. FAZ has been paid \$11,486 this fiscal year. Trustee Gutheil believes we spent almost \$32,000.

FX 8340.403	FX 8320.407	\$6,000.00	Water Pump Station Chemicals
A 1990.400	A 1320.400	\$1,686.25	Auditor Contractual Expenses

4. **Motion #111622-3 to Approve the Bills as Audited with the voucher for whiteboards removed.** Trustee Girard motions, Mayor Bodkin seconds. All in favor, motion passes.

Discussion: Trustee Gutheil has concerns on the payroll warrant. There is too much overtime and becoming a regular thing. Someone should be overseeing the department. The accounts payable warrant has some small purchases we never had before and believes they were not necessary. Trustee Gutheil does not believe a whiteboard was needed and thinks the voucher should indicate if the item is used or new. The Mayor stated the Building Department requested a visual aid to assist in their work. The boards were purchased from an employees former business. Trustee Gutheil and Girard asked why the chalkboard was removed and could not be used. The whiteboard invoice will be pulled. Trustee Girard will not approve the purchase of a new board from several hundreds dollars or more. Trustee Gutheil asked about voucher #458 regarding Edmunds server hosting. Clerk Treasurer Berg stated this is a yearly service we have on our servers. Trustee Gutheil questions the National Grid bills. He believes were not being billed for two accounts. An account was overpaid and they are giving us a credit. Clerk Treasurer Berg stated the Firehouse account had a faulty meter and National Grid has not been assessing this issue. This has since been done and we should be getting a bill soon. Trustee Gutheil believes the retirement money should have been on the next warrant so the money could be invested.

Trustee Gutheil believes the telephone expenses are too high. Trustee Gutheil asked about the Zone 5 membership for the Police Department. The Chief believes this is beneficial to them. Trustee Gutheil noticed Wellers offers 1% discount if paid in 10 days and believes we should make an effort to use that.

5. **Motion #111622-4 to create budget codes for payment of short term principal.** Trustee Gutheil motions, Trustee Girard seconds. All in favor, motion passes.
 - a. **FX 9790.600**
 - b. **G 9790.600**

Discussion: Trustee Girard asked why this was not budgeted for when the budget was



created. CTB advised the agreement was signed prior to her tenure. Trustee Gutheil asked if we have a payment schedule, Clerk Treasurer Berg stated EFC sends her an email and she verifies against our own records. Trustee Gutheil would like more information on principal payments.

6. **Motion #111622-5** to Transfer Funds into new budget codes to pay short term principal payments. Trustee Girard motions, Trustee Gutheil seconds. All in favor, motion passes.
 - a. **FX 8340.403 to FX 9790.600 - \$12500.00:**
 - b. **G 8130-404 to G 9790.600 - \$29500.00:**

Discussion: Trustee Gutheil will not support transferring money from contingency. Trustee Gutheil would like to use account A8130-404 which has \$36,764 left, to fund the \$29,500. Staffed provided that EFC informed us this is a once a year payment. Trustee Girard would like to discuss this with bond counsel and request an amortization schedule.

7. **FAZ Auditor Update:** The Auditor has sent Clerk Treasurer Berg a list of outstanding checks that can be voided.
8. **Minutes - 1/5/22, 1/19/22, 11/02/22:** **Motion #111622-6** to approve minutes 1/5/22, 1/19/22, 11/02/22 with corrections made. Trustee Girard motions, Trustee Gutheil second. All in favor motion passes.

Discussion: Trustee Gutheil noticed we note hiring of unnamed persons but we do not clarify for how much pay and who it is in the next meeting, we should be more diligent.

9. **Financial investments Discussion:** Trustee Girard and Gutheil have been asking each meeting to invest as much money as we can. Trustee Girard asked for the balance of the unassigned funds and how much was not invested. The Mayor suggest waiting until we have a complete account of our financials. Trustee Gutheil believes we are losing thousands of dollars a week. Trustee Gutheil reviewed financial statements for A, FX, and G funds. He found we had \$3,863,685 in the bank on October 31st. CD's were \$3,386,083 invested at .03%. Trustee Gutheil would be in favor of a Financial Advisor only if we need the expertise or if one is needed. Trustee Gutheil believes we are not investing as much funds as we should. Trustee Girard noticed in the FX fund there were cashed CD's to pay for a deficit in the budget. Trustee Girard believes the cashed CD's should have been reported as a revenue. Trustee Girard said we had unassigned fund balance that was used to pay off a loan. Clerk Treasurer Berg is hesitant due to the current audit, she believes there may be a large amount of money to be transferred to the water account. The Mayor stated we have 2.3 million dollars in the general operating fund and \$757,000 in water and \$720,000 in sewer. Trustee Girard would like unassigned fund balances to be invested. We will need to find out what the minimum required balance is for each of the accounts. Clerk Treasurer Berg will reach out to



NYCLASS, the Trustees support this. She will work on getting updated numbers and directive to the Board before the next meeting.

Motion #111622-7 to invest any money that is not used and available to invest in 30 day CD's. Trustee Girard motions, Trustee Gutheil seconds. Trustee Girard and Gutheil vote yes. The Mayor votes no. Motion does not pass.

The Mayor voted no due to the motion being too ambiguous. Trustee Girard stated the Mayor is not listening to Trustees or taxpayers. Trustee Girard stated the Mayor is at fault for not earning potential money through investing. Trustee Girard will not support the Mayor if he wanted to raise taxes because the potential earnings could prevent a raise in taxes.

10. **Financial Reports: Motion #111622-8** to receive and file the financial reports. Trustee Gutheil motions, Trustee Girard seconds. All in favor, motion passes.

Discussion: Clerk Treasurer Berg is waiting to get clarification on mortgage taxes then can continue working on the balance sheet.

11. **Fire Truck Repair Updates:** There was an issue with the truck and the repair quote totaled \$4,632.72. \$324.29 was in tax which will be removed. TJ stated the problem on the truck started when they left the repair shop. This was received on November 3rd.

12. **Policy regarding the use of Village vehicles on weekend while on call:** Trustee Girard believes this should be tabled for a meeting with a full Board. This will be tabled.

13. **Quotes for Data storage for PD:** Clerk Treasurer Berg stated the State will not be hosting fingerprint cards and are moving to a cloud service. The Police Department will need this in order to have access to the fingerprint database. This item will be tabled.

14. **Motion to approve renewal for Employee Benefits.**

- a. **Medicare Health plan:**
- b. **Dental insurance (no change in premium):**
- c. **Vision insurance (no change in premium):**

Motion #111622-9 to approve renewal for the Medicare, Dental, and Vision benefit plans. Trustee Girard motions, Trustee Gutheil seconds. All in favor. Motion passes.

15. **Police Department Quotes.**

- a. **Front and Rear Partitions for New SUV:** There were four quotes received, most competitive is Galls at \$764.72.
- b. **Electronics, Radios, Lights Re-Installation in New SUV:** There are three



quotes received, the most competitive is Adirondack Two Way Radio \$2,548.60. This will go to account A3120-0426.

- c. **Motion #111622-10** to award the bid to Galls for \$764.72 for front and rear partitions for patrol car and to Adirondack Two Way radio for \$2,548.60 for Radio and electronics. Trustee Girard motions, Trustee Gutheil seconds. All in favor, motion passes.

16. **Fire Department New Member Recognition:** The Village recognizes and welcomes Marissa Ramsey to the South Glens Falls Fire Department

17. **Old Business:** Trustee Gutheil asked where we are at with work on Gansevoort Road pipe. TJ suggest we button the hole up and install an inline inversion valve on Route 9 where it is more usable for the future. TJ will use binder to get this issue through the winter. This will hopefully prevent us from shutting water off for the whole Village. TJ is concerned we are running out of time due to weather. The Mayor stated his stance of shutting off the Village's water from the last meeting. It was in interest of time and TJ's recommendation to act quickly. The Mayor is in support of what TJ is proposing tonight.

Trustee Gutheil asked where we are with Auctions International. The contract is signed and TJ is working on getting our items up for bidding.

Trustee Gutheil asked for an update on the audit. They are willing to work on-site.

Trustee Gutheil asked why the office hours were changed from 4PM to 3:30PM. Clerk Treasurer Berg stated these hours have not changed since her hire in January 2022. She also stated we are still at the office until 4PM, the early closing is to allow staff time to close out the cash register and prepare day end procedures.

Trustee Gutheil asked about utilization and the bill for insurance. He would like to know where we are with utilization. Clerk Treasurer Berg just received information and is working on an update.

Trustee Gutheil asked if the State was billed for the trees. TJ stated the State directly paid for them.

Trustee Gutheil asked about T-Mobile adding an antenna to the tank. He wants to know if this has structural affect or if their will be welding involved. He does not want to take this lightly and believes we need more information.

Trustee Gutheil asked about the policy and procedures manual. The Mayor stated the attorney is currently reviewing.



Trustee Gutheil said all complaints have to go on the record. There was a complaint for a pothole on Gansevoort Rd, TJ will fix it in a few days.

Clerk Treasurer Berg said planning for the Holiday Parade is going well and we will be setting up the float on Saturday. The Mayor wants to recognize Molly and Samantha for their hard work for planning the parade and the other departments for supporting as well.

TJ spoke to the resident on Spring St regarding a truck being parked on the road. This is becoming a safety hazard. He reiterated the truck needs to be moved. If the truck is still present during the next snow storm, TJ may be forced to take action and have the truck towed.

Trustee Gutheil asked about the water plant repairs. TJ stated their will be a 10 ton roller that may be our responsibility to pay for. Trustee Gutheil got an email from Anthony that their may be unforeseen costs. Trustee Gutheil is not happy with how this situation is unfolding and would like to discuss further in executive session

18. **Motion #111622-11** to enter executive session to discuss Health Insurance Renewal, George Moss Property, Unnamed personnel discussion per earlier resolution, and potential litigation issue. Trustee Gutheil motions, Trustee Girard seconds. All in favor, motion passes.
19. **Motion #111622-12** to leave Executive Session at 9:17PM and reconvene the Public Session with no action taken. Trustee Gutheil motions, Trustee Girard seconds. All in favor. Motion passes.
20. **Motion #111622-13** to allow modification for an additional \$1,000 per year for Molly Devaux and Samantha Berg. Trustee Gutheil motions, Trustee Girard seconds. All in favor, motion passes.
21. **Motion #111622-14** to adjourn tonight's meeting. Trustee Gutheil motions, Trustee Girard seconds. All in favor, motion passes.