

Village of South Glens Falls  
46 Saratoga Avenue, South Glens Falls, NY12803

October 19th, 2022

7:00 PM

**Village Board Meeting**

MAYOR NICHOLAS BODKIN PRESIDING

Minutes

**Attendance:**

Mayor Bodkin  
Trustee Gutheil  
Trustee Carota  
Trustee Girard  
Trustee Orlow  
Alan D  
Kevin Ostrander  
Clerk Treasurer Samantha Berg

Jojo  
Dave Gifford  
Charlie  
Jason Martin  
Bob  
Megan Bassler  
518-415-7363  
JM

**Public Forum 7:00 p.m.**

1. Meeting is called to order at 7:00 PM. No one from the public wishes to speak at this time.

2. **Motion to Approve the Bills as Audited:** Motion #101922-2 to approve the bills as audited. Trustee Carota motions. Trustee Orlow seconds. Trustee Gutheil votes no. Motion passes.

**Discussion:** Trustee Gutheil asked who is controlling overtime for the Clerk's Office. The Mayor stated that the department head controls this and Clerk Treasurer Berg stated this should not happen in the future. Trustee Gutheil would like to see delivery slips, when items are ordered, and when they are delivered. Trustee Gutheil asked about the bill pertaining to the fire truck. The Mayor stated the truck broke down for a second time and will need diagnostics run on how to proceed. The company also charged for travel. Trustee Gutheil asked why we don't verify references for new employees ourselves. Counsel stated that it is a fine line to walk with getting information from references and using it for hiring. Trustee Gutheil asked what the maintenance fee is for the barcode scanner. This is for our scanner for payments in Edmunds and in case something breaks. Trustee Gutheil asked if we were staying with Edmunds. Clerk Treasurer Berg said she would be okay with this. Trustee Gutheil asked about a voucher for an employee for certified mail postage, he believes there should be a petty cash fund for them. Clerk Treasurer Berg stated there is no record of the office having petty cash.



Trustee Gutheil would like the quarterly bills to indicate what quarter they are for. Trustee Gutheil does not remember being a part of the Association of Village Clerk's. Clerk Treasurer Berg stated they will offer training for us. Trustee Gutheil would like all three employees to be registered for this. Trustee Gutheil will not support Orbital Fire. Trustee Gutheil is concerned about the PowerPlan voucher regarding shipping for a replacement part. Trustee Gutheil is going to look at trees on 71 Hudson St and 41 Chestnut St, \$750 each. He would like to assess the condition of the trees before we pay this bill for maintaining them. Trustee Gutheil thinks we do not have enough money budgeted for StoredTech.

**Motion #101922-3** to have the Mayor or Department Heads call the references. Trustee Gutheil motions. Trustee Girard seconds. Trustee Orlow abstains. The Mayor votes no. Trustee Gutheil, Girard, and Carota vote yes. Motion passes.

**Motion #101922-4** to create a petty cash fund in the amount of \$200. Trustee Gutheil motions. Trustee Orlow seconds. All in favor. Motion passes

**3. Transfers:**

10/19/22			
FX 8320.408	FX 8340.403	\$650.00	Water Dept Internet (Verizon tablets)
A 3120.403	A 3120.425	\$500.00	Background Checks
A 3120.200	A 3120.412	\$114.47	New Furnace

**Motion #101922-1** to approve the transfers as presented, Trustee Carota motions. Trustee Orlow seconds. All in favor. Motion passes.

**Discussion:** Trustee Gutheil asked why we were short of funds for the new furnace. Clerk Treasurer Berg stated there was an incorrect revenue posting that was not caught until afterwards.

4. **Update on Investment Directive: Mayor and Clerk Treasurer Berg:** All current CD's are 30 days or less. The Mayor stated there is a million dollars of water funds in the general fund, we are hoping to move this into a CD upon maturity of the other 30 day CD's. This will be on the 24th. Trustee Gutheil asked if the 4 million dollars in the general fund was reinvested that he mentioned from the last meeting. The Mayor stated only \$135,000 was reinvested because the resolution only allowed for this. Trustee Gutheil asked why we haven't invested all the money yet. The Mayor stated this was the Board's resolution from the previous meeting. Trustee Gutheil suggests possibly needing a financial advisor. Trustee Gutheil stated we have a lot of idle money and believes we have lost tens of thousands of dollars. The Mayor is now asking to move the one million dollars. Trustee Girard suggests investing an additional \$1,500,000. The board agrees with the 2.5 million dollar amount. This will be discussed further in the executive session.
5. **FAZ Auditor Update:** Trustee Gutheil asked when we will be finished and close the books. Clerk Treasurer Berg is working on finishing bank reconciliations then will have a better idea. The Mayor stated we will be left with \$1,245,000 after investing.
6. **Motion to approve the Mayor to sign the payroll contract for new payroll company:** Discussion: Trustee Gutheil believes the agreement has Nassau County listed when it should be Saratoga. This item will be tabled while counsel reviews.
7. **NRWA PFAS Cost Recovery Program:** **Motion #101922-5** to complete additional



information required and have the Mayor sign. Trustee Carota motions, Trustee Girard seconds. Trustee Orlow and Gutheil abstain, rest in favor. Motion passes.

8. **Minutes - 12/01/21, 12/15/21, 08/24/22:** **Motion #101922-6** to approve the listed minutes when corrections are made. Trustee Carota motions, Trustee Girard seconds. Trustee Gutheil abstains and rest are in favor. Motion passes.  
**Discussion:** Trustee Gutheil will abstain from voting. He found a difference in who attended and what is listed in the minutes on the 15th. There was also an executive session that did not have the items of discussion listed.
9. **PD Ammunition Quotes:** **Motion #101922-7** to award the bid to Jurek Brothers who is the most readily available and reasonably priced at \$620.37. Trustee Orlow motions, Trustee Gutheil seconds. All in favor. Motion passes.
10. **Building Inspector Discussion:** The Board will revisit this next meeting.
11. **Parade- PD and DPW preparedness, National Grid agreement for decorations:** The Mayor is asking for the departments to be aware of this coming in the future. **Motion #101922-8** to approve and accept agreement and allow DPW and Police to assist. Trustee Orlow motions. Trustee Girard seconds. All in favor, motion passes.
12. **Mountainside Medical Consortium:** Clerk Treasurer Berg stated this will be at no cost to us and in regards to helping with testing for the DPW Department. **Motion #101922-9** to become a member of Mountainside Medical Consortium. Trustee Orlow motions. Trustee Carota. All in favor. Motion passes.
13. **Village Sign Quotes:** To purchase two new aluminum signs. We received 5 quotes. Trustee Orlow would like a presentation of the company's product. This item has been tabled for the next meeting.
14. **Motion to approve and sign Auctions International Contract:** Item has been tabled. The Mayor received concerns from counsel. Trustee Gutheil stated he has used this company in the past and has a bidder's ID for the record.
15. **AED Pad-Pak Quote:** **Motion #101922-10** to approve purchase of necessary AED Pad Packs for \$340.52. Trustee Orlow motions. Trustee Carota seconds. All in favor, motion passes.
16. **Fire Department New Member Recognition:** We recognize and welcome Brandon Ferris and Tyler Slywka to the Fire Department and thank them for their service.
17. **Old Business:** Trustee Gutheil noticed a NYS registrar reached out about comments for the PFAS. He is questioning who will answer this. Trustee Gutheil recognizes the recordings are sufficient to cover what we need to post and believes a written document needs to be posted within 2 weeks. The Mayor stated NYCOM said the video only is enough and the written minutes have no time limit to be posted.  
  
**Motion #101922-11** to have last meeting minutes be done in house and completed for the next meeting. Trustee Gutheil motions. Trustee Girard seconds. Trustee Orlow abstains, The Mayor votes no. Rest in favor. Motion passes.



Trustee Gutheil and Trustee Orlow want to outsource the task of past minutes to not exceed \$100 a meeting, \$20 an hour. Trustee Orlow motions and Trustee Gutheil seconds. Counsel stated that audio recordings will suffice to cover legality if posted within 2 weeks. There is a need for written minutes. This item will be tabled.

Trustee Gutheil wants to know when the Board is going to review financial statements. Clerk Treasurer Berg stated she completes them on a monthly basis and prefers to have in person meetings to go over them before the meetings. She will look into a time that is best during the week for meeting.

Trustee Gutheil has questions about KPI and would like a meeting with the engineers.

**18. New Business: None**

**19. Carbon Filtration Project Update:** The Mayor stated they are still currently working on this project. **Motion #101922-13** to approve pay app #2 for the amount of \$325,330. Trustee Carota motions, Trustee Orlow seconds. All in favor. Motion passes.

**20. Sewer I&I Update:**

Motion to engage CT Male for review of KPIs recent repair. **Motion #101922-12** to approve CT Male's \$700 recommendation on sewer pipe repair and not to exceed \$1,500 and for the Mayor to sign an engagement letter. Trustee Carota motions, Trustee Orlow seconds. This will allow Trustee Gutheil room for discussion with the company. All in favor. Motion passes. Trustee Gutheil asked why we pay so much per cut for the 5 items. The Mayor stated this is all covered under KPI and the Village is not paying, it is under warranty.

**21. GIGP Update (Water Meters) Bid Deadline 10-26-22, 2:00 p.m. Bid Opening at 46 Saratoga Avenue Municipal Meeting Room 2:00 p.m:**

**22. Trustee Reports:** The Engineer answered Trustee Gutheil's concern.

**23. Mayor's Report:**

Increase of minimum wage to \$14.20.

Update of local laws - **Tabled**

Parking Ticket Fee (8-4-2021 Update needed)

Traffic Ticket Fee (Village Specific)

Update - Speed Limits 141-14 - Around Village Parks

Beach Road, River St./1st St., Veterans Park (Discussion)

11/18/2022 is the deadline to have our proposal sent.

Nuisance and Abatement law

Code Blue: When the temperature decreases below 32 degrees, they can be sent to the Open Door Mission.

**24. Motion #101922-14** to pay KPI invoice from July. Trustee Gutheil abstains. Rest in favor. Motion passes.



Trustee Orlow excused himself at 8:40PM

25. **Motion #101922-15** to pause tonight's meeting and enter executive session at 8:45 PM. Trustee Carota motions. Trustee Girard seconds. Executive session items: Additional MOA for PD employee, potential PD employee discussion, background check policy, Auction International contract, complaints against the Village, employment history of an unnamed person or persons, Fire Department, and George Moss Property.
26. **Motion #101922-16** to re-open tonight's meeting and leave the executive session at 10:15 PM with no action taken. Trustee Carota motions. Trustee Girard seconds. All in favor. Motion passes.
27. **Motion #101922-17** to approve purchase of time clocks (3) through AccuData using Contingency 1990.400 from corresponding A, G, and FX funds. Trustee Carota motions Trustee Girard seconds. All in favor. Motion passes.
28. **Motion #101922-18** to pay MOA \$478.40 to Sergeant Jason Martin for previous time not used. Trustee Carota motions. Trustee Girard seconds. All in favor. Motion passes.
29. **Motion #101922-19** to adjourn tonight's meeting at 10:05 PM. Trustee Carota motions. Trustee Girard seconds. All in favor. Motion passes.

