

Village of South Glens Falls
46 Saratoga Avenue, South Glens Falls, NY 12803
January 21, 2026
Regular Village Meeting @ 7:00 PM

Regular Village Board Meeting
DEPUTY MAYOR ZACHARY BAXTER PRESIDING
Minutes

Attendance:

Trustee Baxter	Clerk Treasurer Samantha Berg
Trustee Comstock	DPW Superintendent Alan Dubois
Trustee Middleton	Xavier DeRush
Attorney Bill Nikas	Tyler Corlew
Pete Corlew	TJ Wade
Eavesdropping	JM
Nick	Tim Pease

The Deputy Mayor opened the meeting at 7:00 PM.

Pledge of Allegiance

Public Forum

- **Pete Corlew, SGF Fire Department Chief:** The new floor at the station looks good, but some areas did not get waxed. That furniture is taking up a truck bay, and he would like to get it all put away. Trustee Middleton reported that the flooring company did not know about the waxing and he would follow up. The Village truck has a coolant leak, and the Chief wanted to know the SOP for fixing it. The Village Procurement SOP states any costs over \$300 need prior Board approval. The Fire Department uses Bulldog to service their other trucks, and suggested the Board also use them for the Village truck. Currently, the Village uses Premier, and it takes the truck out of service for a week and a half. The Board asked, since the Fire Department has a current contract, if they could contact Bulldog and present the information to the Board. Chief Corlew responded that he wasn't going to spend his time when the Board could do it. Trustee Baxter stated the Fire Department had a contract, and the Village did not. Chief Corlew replied that the Village could continue paying 2 DPW employees to deliver the truck to Premier and paying 2 DPW employees a week and a half later to bring the truck back. Chief Corlew then told the Board that he did not want to do any work for the Village truck. Trustee Baxter responded that the Board is trying to partner with the Fire Department on this. Chief Corlew then stated that there was a partnership 2 months ago, but not now. Trustee Baxter replied that, 2 months

ago, the Village and Fire Department were negotiating a contract, and there were only so many things that could be done. Chief Corlew stated that there is now a contract with the Fire Department and the Village, but the Fire Department's contract for the trucks does not include the Village truck. Tim Corlew explained that in the past, if there was an issue with the Village truck, the Village was notified and the Fire Department truck representative would call Bulldog who would come up and give an estimate which would be given to the Board who would need to decide/approve the work. Chief Corlew then corrected Tim Corlew and said, since he's been the Chief, that when the Village truck needed to be fixed, the Fire Department would call Bulldog and get the truck fixed with no estimates or procurement and the bill was sent to the Village for payment. "You don't want to not fix a \$500,000 fire truck". Trustee Middleton replied "it wasn't an issue of fixing, it but just trying to figure it out". Trustee Middleton then said he's tried to make it right with the Fire Department but there has been a lack of communication and he has been accessible, easy to work and at the Village office almost every day. Chief Corlew disagreed and said that he had called Trustee Middleton recently and every question he had was told he had to ask the mayor. Trustee Middleton responded that the Chief "laid me out on the phone" to which Chief Corlew replied he only does that "when he's being provoked". Trustee Middleton stated that he "did nothing to provoke you and I'm not that guy". Chief Corlew responded that "you really are that guy". Trustee Middleton then said he "was done with the conversation". Chief Corlew stated to Trustee Baxter that the Fire Department needed a liaison and preferred Trustee Middleton not be and asked the Board who he needed to contact instead. Trustee Baxter asked Chief Corlew if he knew who the Glens Falls Fire Department uses for their truck service and Chief Corlew did not. Trustee Middleton said the Board needs to appoint someone to take that over and asked Chief Corlew if he still wanted him to contact the flooring company. Chief Corlew responded that "if anyone would do it, it would be great." Trustee Middleton then said he would follow up with the flooring company and contact Chief Corlew as soon as he had any follow up information and "will leave the rest of the Board to discuss the fire truck issue and appointing a liaison to work with you."

1. Grant Projects Update - NONE

2. Motion 012126-1 to approve Transfers: Trustee Middleton motioned, Trustee Baxter seconded. All in favor, motion passed.

A 3120.100	A 3120.103	\$15,000.00	PS PT PD OFFICERS
A 3120.100	A 3120.101	\$15,000.00	POLICE PS OVERTIME
A 1440.404	A 1325.403	\$100.00	C/T POSTAGE
A 1362.400	A 1325.403	\$200.00	C/T POSTAGE
A 1325.413	A 1325.402	\$1,000.00	C/T SCHOOLS/CONFERENCES
A 1325.409	A 1325.402	\$1,000.00	C/T SCHOOLS/CONFERENCES
A 1450.400	A 1621.401	\$500.00	VILLAGE VEHICLE MAINTENANCE
a. A 9010.800	A 9015.800	\$8,075.00	POLICE RETIREMENT BENEFITS

Discussion: None

3. **Motion 012126-2 to approve the Bills and Payroll as Audited:** Trustee Middleton motioned, Trustee Comstock seconded. All in favor, motion passed.
- a. **General** - \$275,496.30
 - b. **Water** - \$48,000.95
 - c. **Sewer** - \$7,119.63
 - d. **Payroll:**
 - i. 01/07/26 - \$24,184.47
 - ii. 01/14/26 - \$25,847.06

Discussion: None

4. **Motion 012126-3 to approve Meeting Minutes 01/07/26 and 01/13/26:** Trustee Middleton motioned, Trustee Comstock seconded. All in favor, motion passed.

Discussion: None

5. **Motion 012126-4 to have the Parks Committee and the Clerk's Office prepare an RFP for a Grant Writer:** Trustee Baxter motioned, Trustee Middleton seconded. All in favor, motion passed.

Discussion: Trustee Middleton met with Josh Westfall from the Town of Moreau. The Village needs to have a professional service or person to contact. The Board designated the Parks Committee to facilitate the RFP with the Clerk's Office.

6. **Motion 012126-5 to Resolve as follows: The Board of Trustees supports the criteria contained in the Greenway Act and the process by which the Compact will be achieved, and the Board of Trustees endorses the designation of the Village of South Glens Falls by the Greenway Council and Conservancy as a *Greenway Community*:** Trustee Baxter motioned, Trustee Middleton seconded. All in favor, motion passed.

Discussion: While meeting with Josh Westfall, Trustee Middleton reported that the Village of South Glens Falls is the only municipality that does not participate in the Hudson River Greenway Map. By accepting this resolution, the Hudson River Greenway Committee will vote us in at their next meeting, and the Village will be able to utilize them for grants. Trustee Middleton is going to meet next week with Josh Westfall to discuss working with the Town of Moreau and Warren County Trail Systems.

7. **Water Van - TABLED**

Discussion: The van is old and needs to be replaced.

8. **Motion 012126-6 to allow the Mayor to sign the NYSDEC MS4 Operator Certification:** Trustee Middleton motioned, Trustee Comstock seconded. All in favor, motion passed.

Discussion: None

9. **Motion 012126-7 to allow the Mayor to engage Cornell Cooperative Extension for assistance with the MS4 Certification:** Trustee Middleton motioned, Trustee Comstock seconded. All in favor, motion passed.

Discussion: None

10. Motion 012126-8 to approve the December 2025 Financial Reports: Trustee Middleton motioned, Trustee Comstock seconded. All in favor, motion passed.

Discussion: None

11. Motion 012126-9 to approve the Application of Fire Department Member, Joseph Family: Trustee Middleton motioned, Trustee Comstock seconded. All in favor, motion passed.

Discussion: None

12. Motion 012126-10 to recognize the Resignation of Al Chapman as Planning Board Chairman: Trustee Middleton motioned, Trustee Comstock seconded. All in favor, motion passed.

Discussion: None

13. Old Business - None

14. New Business

a. Motion 012126-11 to RFQ for the Village to have an Annual Plumbing Contract for plumbing issues outside the scope of duties of the DPW: Trustee Middleton motioned, Trustee Comstock seconded. All in favor, motion passed.

Discussion: DPW Superintendent Dubois found that 16 Gansevoort Road and 11 Leland Street did not have water meters installed. There may be additional addresses, and wants to set up a plan for a plumber.

b. Motion 012126-12 to approve the purchase of (4) NozzTeq Sewer Jet Nozzles at \$4,854.04 (G 8130.404): Trustee Middleton motioned, Trustee Baxter seconded. All in favor, motion passed.

Discussion: The company visited DPW with a demonstration of their new technology for sewer cleaning.

c. Motion 012126-13 to approve 3 DPW employees (\$90.00/ea.) to attend the NYS AWWA Training Conference (FX 8320.410 - \$270.00): Trustee Middleton motioned, Trustee Comstock seconded. All in favor, motion passed.

Discussion: Trustee Middleton motioned, Trustee Comstock seconded. All in favor, motion passed.

d. Spring Planting: Trustee Comstock acquired quotes for purchasing flowers. Beautification Committees used to volunteer to plant, and the DPW now takes care of it. Board discussion to request vendors for installation/ landscaping quotes. Trustee Middleton and Trustee Comstock to follow up.

e. DPW New Hire - TABLED

Discussion: Heather Runnalls is working on acquiring her Water Operator license, and the DPW will need another full-time position.

- f. **Motion 012126-14 to approve \$2,000.00 for Parade Funds (A 1990.400 to A 7550.400):** Trustee Middleton motioned, Trustee Baxter seconded. All in favor, motion passed.
Discussion: Clerk Treasurer Berg reported that this account is shared, with the other half contributed by the Town of Moreau for the Memorial Day parade.
- g. **Motion 012126-15 to approve the purchase of 4 Pole Decorations: (2) 6' Reindeer - Display Sales for \$1,609.00 and (2) 8' Toy Soldiers - Holiday Designs for \$1,993.00 (\$5,000 from A 1990.400 to A 7550.400):** Trustee Middleton motioned, Trustee Comstock seconded. All in favor, motion passed.
Discussion: Clerk Treasurer Berg explained that the Village replaces and updates worn-out holiday pole decorations.
- h. **Motion 012126-16 to approve the purchase of a Police Patrol Desk Computer from StoredTech for \$1,694.16 (A 3120.412 to A 3120.215):** Trustee Middleton motioned, Trustee Baxter seconded. All in favor, motion passed.
Discussion: Chief Gifford reported that the current PD computer, purchased in 2018, is no longer working and needs to be replaced.

15. Trustee Reports - None

16. Mayor's Report - None

- 17. Motion 012126-17 to adjourn the Regular Village Board Meeting at 7:57 pm and enter into Executive Session for CSEA Grievance, PBA Negotiations, SLIC Fiber, Dental insurance, PD New Hire, and Water/Sewer Rates:** Trustee Middleton motioned, Trustee Baxter seconded. All in favor, motion passed.

- 18. Motion 012126-18 to adjourn the Executive Session at 8:26 pm and enter the regular session with no action taken:** Trustee Middleton motioned, Trustee Comstock seconded. All in favor, motion passed.

Motion 012126-19 to approve an undisclosed New Hire for the Police Department, pending all the preliminary paperwork, background check process acceptable per the Union Contract: Trustee Baxter motioned, Trustee Middleton seconded. All in favor, motion passed.

Motion 012126-20 to approve a Payroll Request for an additional Dental Insurance Policy for a Non-Union Employee: Trustee Middleton motioned, Trustee Comstock seconded. All in favor, motion passed.

- 19. Motion 012126-21 to adjourn the Regular Village Board Meeting at 8:28 pm:** Trustee Baxter motioned, Trustee Middleton seconded. All in favor, motion passed.