

**Board of Fire Commissioners  
Meeting  
Thursday, June 13, 2019**

The regular meeting of the City of Cortland Board of Fire Commissioners was called to order at 5:16p.m. By Chair Bonnie Heath.

Commission members present include, Chair Bonnie Heath, Vice Chair Paul Quinlan, Commissioner Chris Hotchkiss, Commissioner Bill Starr and Commissioner Dale Saddlemire

Present at the meeting: Deputy Fire Chief Wayne Friedman, Deputy Fire Chief William Knickerbocker, FF Greg Maxwell, and BOE Secretary Christopher Hines

Pledge of Allegiance.

Moved by Commissioner Saddlemire seconded by Commissioner Quinlan to approve the May 2019 meeting minutes. All in favor, motion carried.

Moved by Commissioner Hotchkiss Seconded by Commissioner Starr to approve the May 2019 Paid Staff sick report. All in favor, motion carried.

**Deputy Fire Chief Wayne Friedman Report:**

- Fire Chief Show is today through this weekend in Syracuse, NY. They are providing lots of great training, information and our New 204 engine is there on display.
- D/C Knickerbocker has officially handed in a Retirement letter to the fire Chief, last day will be 6/26/19.
- Tuesday Common Council Meeting the Fire Department will ask to lift the hiring freeze for a FF.
- Mayor and Fire Chief have met briefly and have another meeting scheduled when he returns from vacation to discuss D/C of Codes position as it is a very unique position.
- Parade Season is here and going well-department has participated in the dairy parade and Homer parade.
- Firework Season is here as well. Codes and Fire Dept. have done a few inspects and issue permits.

**Deputy Fire Chief William Knickerbocker Report:**

- Spoke regarding retirement and how this has been very long decision and is proud of his accomplishments with in the Code Department
- There is 1 Sparkler/Fire Work Tent set up in the City of Cortland (Riverside Plaza) this year, Chief Knickerbocker has inspected and instructed the sellers of City Code.

**BOE Report:**

- Armory room has been completed. There has been an History banner hung which represent all companies, past and current
- Co #1 member Jerry Kalk, Has requested to be moved to Co#3.

**Volunteer Updates:**

- Dawn Brown has requested a leave of absence/hold, due to work conflict. She has reached her 6 month period, completed all her required training
- Isiah Oaks has requested a leave of absence/hold as he reports for Military duty. He has reached his 9 month period.
- FF Greg Maxwell recently attended a training course to assist in better department recruitment and how to look professional. States was a great class and wants to pursue many ideas mentioned.

**Old Business:**

- FF Chris Buttino recently attended the Albany Training Center with a local Newspaper Reporter. This class is yearly and everyone nearby has the opportunity to bring a community member with them to be exposed to the actual Daily Duties of a Firefighter.
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Moved by Commissioner Hotchkiss, seconded by Commissioner Saddlemire to adjourn the meeting at 5:53p.m. All in favor, motion carried.

Respectfully Submitted by:  
Heidi Brown *Administrative Assistant*