

Board of Fire Commissioners
Regular Meeting for December
December 13, 2012

The regular meeting of the City of Cortland Board of Fire Commissioners was called to order at 5:15 p.m. by Chairman Heath. Board members present include Commissioner Buttino, Commissioner Hotchkiss, Commissioner Quinlan and Commissioner Wood. Also present was Fire Chief Charles Glover, Deputy Chief Wayne Friedman, Deputy Chief William Knickerbocker and Administrative Assistant Courtney Metcalf.

Pledge of Allegiance.

Moved by Commissioner Quinlan, seconded by Commissioner Hotchkiss to approve the November 2012 meeting minutes. All in favor, motion carried.

Moved by Commissioner Wood, seconded by Commissioner Buttino to approve the payment of the December 2012 invoices for the fire department and codes division, as presented. All in favor, motion carried.

Moved by Commissioner Buttino, seconded by Commissioner Wood to accept the paid staff sick report for November 2012. All in favor, motion carried.

Chief's Report:

Annual Department Installation Dinner will be held on January 5, 2012.

The funds for the zoning/administrative position the Code Enforcement Division sought to create in the budget process were put in contingency until further evaluation of the position could be considered.

The Code Enforcement Division was awarded a Local Government Records Management Improvement Fund Grant.

Old Business:

Brief report from the subcommittee tasked at looking at ideas of revenue for the fire department.

Moved by Commissioner Quinlan, seconded by Commissioner Buttino to adjourn the meeting at 5:40 p.m. All in favor, motion carried.

Respectfully Submitted,

Courtney L. Metcalf
Administrative Assistant