

**City of Cortland
Fire Department**



Charles S. Glover
Fire Chief

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TO: Mayor Susan Feiszli
Members of the Common Council
Mr. Bryan Gazda, Director of Admin & Finance

FROM: Fire Chief Charles Glover 

DATE: July 9, 2010

RE: Request to Fill Vacancy

The City has received a letter from NYS & Local Retirement System the Firefighter Johnson has filed for retirement from service effective August 24, 2010.

Therefore, I am requesting permission to lift the hiring freeze to fill the vacancy created by the retirement of FF Johnson.

I have tentatively schedule a slot in the Basic Firefighting Training Class at the NYS Fire Academy in Montour Falls, NY in anticipation that I will be allowed to fill the vacancy. That class commences on July 25, 2010 and ends October 7, 2010. I am requesting your permission to hire immediately after your approval, if granted, so that I can get the candidate into the basic training class and have him available to the City at the earliest for shift manning purposes.