

**CITY OF CORTLAND
BOARD OF FIRE COMMISSIONERS
MONTHLY MEETING
Thursday, February 10, 2022, 5:15 p.m.
Meeting @ Armory**

MINUTES

The regular monthly meeting of the City of Cortland Board of Fire Commissioners was called to order at 5:20 pm by Chairperson Bonnie Heath

Commissioners Present: Chair Bonnie Heath, Vice-Chair Paul Quinlan, Commissioner Dale Saddlemire, Commissioner Chris Hotchkiss

Absent: Commissioner William Starr

Attendees: Fire Chief Wayne Friedman, Deputy Chief Michael Ten Kate, Battalion Chief Derek Reynolds, Alderman Wayne Schutt, BOE President Dannie Reynolds and Volunteer Greg Maxwell.

Pledge of Allegiance:

Minutes: The January 2022 meeting minutes were presented. Motion made by Commissioner Saddlemire, seconded by Commissioner Hotchkiss to accept minutes as presented. All in favor. Motion Carried.

Sick Leave Report: The December 2021 and January 2022 sick leave report were presented. Motion made by Commissioner Quinlan, seconded by Commissioner Hotchkiss to accept sick report as presented. All in favor

Financial Report: Reviewed January credit card purchases. Verified purchases. Motion made by Commissioner Hotchkiss, seconded by Commissioner Saddlemire to accept report as presented. All in favor. Motion Carried.

Fire Chief's Report:

- Each Alderman has been assigned a department with in the city Mayor, Fire Department is pleased to announce Ward 1 Alderman Wayne Scutt as our represented.
- Common Council will have monthly meeting at the Armory, February 15. BOE President Dannie Reynolds will have a work detail to assist in getting room ready.
- Fire Chief has sent an email out regarding mask policy within the department with guidance from CDC and Mayor. Mask will not be mandated with in the firehouse but will stay optional for everyone. Everyone will continue wearing a facemask when going to EMS calls.
- Pesh inspection results show lead in the water at the Armory. The violation has already been addressed and we have posted notice with in the building. Fire Chief and DPW Director Nic Dovi will write a letter to Pesh rectify what we have done to solve the problem.
- Code Office and Fire Chief have meet with Mayor and Aldermans regarding modifications with in the Code department, Mayor would like to move forward on more staffing for the department

and do a MOU with union to put the Code office back in the contract. With Fire Chief Recommendation this modification will save mover overall for City.

- 5 Staff members-2 Firefighters, 1 Captain, 1 Electrician & 1 Secretary

Deputy Chief Ten Kate Report:

- Recently approved and applying for 2 Grants
 - Safer Grant- will provide fund to hire 4 more firefighters (1 for each shift) for approximately 3 years through the grant, city will not need to do match of funds.
 - Recruitment & Retention Grant-Funds will be used to restart the bunker program. In the past, the bunker program was very beneficial and we have recently hire a few of our past bunkers.
- Fire Engine annual maintenance has started.
 - 203 Fire Engine has crack where previously welded, warranty failed.
 - Motor in Engine 201 has another month then we will send to John Brey to do pump test.

Battalion Chief Derek Reynolds

- January 26 fire department had a drive thru. Handed out 800 Covid test
- March 2022 will be handing out more Covid test & N95 per the Mayors request
- February 17 Fire Department will provide 10lb box of produce & dairy, free of charge, to all residents at 42 Church St, 13 Leon Ave & 51 Port Watson St. Courtesy of the food bank.
- Fire on River Street has been deemed arson and individual has been charged with arson 2nd degree. Great work between FID and City PD.

BOE Report

- Letter was read for Company #1 at BOE meeting, in regards to becoming a social historical company with Fire Department.
- Developed a consolidation committee. First meeting will be next month, March.

Volunteer Report

- Two new volunteer application in process

Old Business

N/A

New Business

- Volunteer BillieSue Lee has provided a letter to the Commissioners requesting to stay with City Fire Department after she moved to McGraw, NY. Fire chief has meet with BillieSue, she has provided service within the department, and chief is recommending approval. Motion made by Commissioner Quinlan, seconded by Commissioner Saddle mire to accept request to stay with department even though out of district. All in favor. Motion carried.
- Letter/Award have been presented to Deputy Chief Ten Kate from the commissioners, regarding appreciation of all the grant writing he has provided to the City. Millions of dollars that have been saved by taxpayers do to his dedication in grant writing services.

Meeting Adjourned at 1816

Minutes Taken By:
Heidi Brown
Administrative Assistant