

**CITY OF CORTLAND
BOARD OF FIRE COMMISSIONERS
MONTHLY MEETING
Thursday, April 13th, 2023, 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 17:16 hours by Chairperson Bonnie Heath.

Commissioners Present: Chairperson Bonnie Heath, Vice-Chair Paul Quinlan, Commissioner Chris Hotchkiss, Commissioner Dale Saddlemire, and Commissioner William Starr.

Attendees: Deputy Chief Michael Ten Kate, and Greg Maxwell.

Pledge of Allegiance

Minutes: The March 2023 meeting minutes were presented. Motion made by Commissioner Saddlemire, seconded by Vice-Chair Quinlan, to accept March minutes with the correction of Chairperson Bonnie Heath calling the meeting to order. All in favor. Motion carried.

Sick Leave Report: The March 2023 sick leave report presented. Motion made by Commissioner Hotchkiss, seconded by Commissioner Saddlemire to accept sick report as presented. All in favor. Motion carried.

Financial Report: Reviewed March credit card purchases. Verified purchases. Motion made by Vice-Chair Quinlan, seconded by Commissioner to accept report. All in favor. Motion carried.

Budget Status Report: Fire and Code budget reports were received and filed for current year to date.

Fire Chief's Report: Not Present

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Deputy Chief Ten Kate Report:

- No vehicle report.
- Repair budget line is at 81% which is a higher than normal but not a concern
- Next month's credit card statement will show a fraudulent charge and a credit. A new card was issued.
- Oil rag fire on Hubbard Street on April 2, shift did a great job
- Kent Drive Fire on April 3 – started as a vehicle fire and turned to structure fire. D shift did an amazing job

Battalion Chief Derek Reynolds: Not Present.

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Volunteer Deputy Chief Charles Sherman Report: Not Present

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The Cortland Crown Company Report by Dannie Reynolds: Not Present

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Volunteer Membership Coordinator Greg Maxwell's Report:

- Nothing to report

Old Business

- **Approval of LOSAP 2022 Census**
- Motion made by Commissioner Hotchkiss to approve LOSAP 2022 Census, seconded by Vice-Chair Quinlan. All in Favor. Motion carried.

New Business:

- None

Meeting Adjourned at 17:39 hours.

Minutes taken by:

Nicole Bennett

Administrative Assistant