

**CITY OF CORTLAND  
BOARD OF FIRE COMMISSIONERS  
MONTHLY MEETING  
Thursday, July 14, 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 17:20 hours by Chairperson Bonnie Heath.

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

Attendees: Membership Coordinator Greg Maxwell, Deputy Chief Michael Ten Kate, Corporate Council Arthur Meldrim

Pledge of Allegiance

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

Sick Leave Report: The June 2022 sick leave report were presented. Motion made by Commissioner Saddlemire, seconded by Vice-Chair Quinlan to accept sick report as presented. All in favor. Motion Carried.

Financial Report: Reviewed June credit card purchases. Verified purchases. Motion made by Commissioner Hotchkiss, seconded by Vice-Chair Quinlan to accept report with an addition of an explanation for the Thoman Music Purchase. All in favor. Motion Carried. Deputy Chief Ten Kate will send an email with an explanation.

Appeals: Jason Thornton not present. Jacob Brown not present. Todd Simmons present. Has 2 years of inactivity. Admits to not asking for a leave of absence while dealing with health issues.

Budget Status Report was received and filed for current year to date for Code and Fire Budget.

Fire Chief's Report: Not present. Given by Deputy Chief Ten Kate

- 203 Repaired, pump tested Friday 7/15, paint Monday 7/18
- 204 & 231 also pump tested Friday 7/15
- Two emergency calls this last month. 15 ½ Elm St., and Brook Drive. At Brook Drive Captain Hewes' crew arrived only 3 minutes after the first 911 call.
- HazMat at 7-Eleven during this meeting. Diesel spill.

Deputy Chief Ten Kate Report:

- Supports dismissal of volunteer firefighters listed in the Appeals section
- Hasn't heard from grants yet. Optimistically will hear on 7/15

Battalion Chief Derek Reynolds: Not Present

Volunteer Deputy Chief: Not Present

BOE Report: BOE President not present.

Corporate Council Arthur Meldrim

- Consolidation still being done
- Allocation of funds is being debated
- Need a plan to move forward. Transition of funds, membership, and officers must be set before merger
- Commission has the authority to ask if a company has no active members, who decides how to spend the money, and who authorizes it?
- The commission will send a letter to all three companies and ask for by-laws, meeting minutes, and financial records

Volunteer Membership Coordinator Report

- Brandon Fairbanks and Tristen Laurore Sr. applications presented to the commission.
- Motion to accept Fairbanks by Vice-Chair Quinlan pending completion of training, seconded by Commissioner Hotchkiss. Motion Carried.
- Motion to accept Laurore Sr. by Commissioner Hotchkiss pending completion of training, seconded by Vice-Chair Quinlan. All in Favor. Motion Carried.

Old Business

- Deputy Chief Ten Kate is working on SUNY Impact funding
- Looking for assistance from SUNY Cortland Student Government Association. Mayor has a committee looking for reimbursement from SUNY Cortland.
- TLC availability of ambulances has been an issue in which they have asked Marathon and Dryden for assistance. Efforts have been made to record these instances and the Mayor has been informed

New Business: None

Entered Executive Session at 18:41

Exited Executive Session at 18:50

Motion to confirm/stand by termination letter mailed to Jacob Brown by Chief Friedman June 2<sup>nd</sup> by Commissioner Hotchkiss, seconded by Commissioner Saddlemire. All in favor. Motion carried.

Motion to confirm termination of Todd Simmons by Vice-Chair Quinlan, seconded by Commissioner Saddlemire. All in favor. Motion carried.

Motion to give Jason Thornton the option to resign in good standing by Vice-Chair Quinlan, seconded by Commissioner Hotchkiss. Letter must be received in 30 days, otherwise terminated; with needed approval by Fire Chief Friedman based on the Chief's statement regarding Jason's tenure and member in good standing prior to different job requiring out of town travel weekly.

All in favor. Motion carried.

Meeting Adjourned at 18:55 hours.

Minutes Taken By:  
Nicole Bennett  
Administrative Assistant