

**CITY OF CORTLAND  
BOARD OF FIRE COMMISSIONERS  
MONTHLY MEETING  
Thursday, September 8th, 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 17:15 hours by Chairperson Bonnie Heath.

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

Attendees: Fire Chief Wayne Friedman, Battalion Chief Derek Reynolds, Volunteer Deputy Chief Charles Sherman, and BOE President Dannie Reynolds.

Pledge of Allegiance

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

Sick Leave Report: The August 2022 sick leave report presented. Motion made by Commissioner Starr, seconded by Commissioner Hotchkiss to accept sick report as presented. All in favor. Motion carried.

Financial Report: Reviewed August credit card purchases. Verified purchases. Motion made by Commissioner Starr, seconded by Commissioner Saddlemire 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. All in favor. Motion carried.

Fire Chief's Report:

- 2023 Budget is in progress

Deputy Chief Ten Kate Report: Not present, report given by Chief

- Trucks being fixed
- Fuel account low

Battalion Chief Derek Reynolds:

- CP Cash and Carry had a HazMat call. Fridge broke down, Firefighters moved product to Barry school, saved between \$20,000 and \$30,000
- Delivered food again to 13 Leon Ave, \$13,000 of food, any extra is delivered to low income areas, nothing goes to waste
- Autism Awareness event occurred August 13, coordinated with Kim Friedman
- August 18<sup>th</sup> will be the Kids Carnival
  - 11am-2pm at 28 Kellogg
  - We will send a truck
- Hydrant Helpers with Youth Bureau. Bought and prepared buckets with paint, brushes, and gloves for the public to paint the fire hydrants in the city. Runs from August 22<sup>nd</sup> to September 22<sup>nd</sup>. Participants fill out a card, and there will be a drawing at the end in which the winner will receive a \$100 gift card.

- “Trunk-or-Treat” in October being planned in coordination with the Mayor and Crown City
- October 22<sup>nd</sup> will be the Trinity Valley Tractor and Truck Day
  - Contacted and received good graces from the Homer Fire Department
- Breast Cancer Awareness t-shirts are being sold for the benefit of Volunteer Firefighter Billie Sue Fairbanks
  - There will be extra at Open House
  - Suit-Kote possibly joining in purchase of t-shirts

#### Volunteer Deputy Chief:

- Crown City Ladder has submitted requested paperwork for review

#### BOE Report:

- Moving forward with consolidation
- Sending out final drafts this weekend
- Goal to be finalized by December deadline

#### Volunteer Membership Coordinator Report: Not present, given by Chief

- Christian Budnick’s Volunteer application submitted to the commission
- Motion to approve application pending physical and interview with the Chief made by Commissioner Starr, seconded by Commissioner Hotchkiss. All in favor. Motion carries.

#### Old Business

- Jason Thornton submitted a resignation letter shortly after the last meeting. After discussion and review, Thornton’s resignation has been accepted rather than his termination. Motion made by Commissioner Saddliemire, seconded by Commissioner Hotchkiss. All in favor. Motion carries.

#### New Business:

- LOSAP approved by Common Council
- Common Council approved surplus of truck sold at international auction
- Common Council approved the Alarm Pull boxes being sold to Department members for \$75
  - Members of the Fire Department can email Nicole Bennett to be put on a list to purchase
  - There are around 100 boxes
- 2% Distribution is in process for services provided in 2021 for Active Members
- Several firefighters working for the code department were out on SUNY Cortland’s move in weekend for meet and greet with the students in an effort to educate

Meeting Adjourned at 17:55 hours.

Minutes Taken By:

Nicole Bennett

Administrative Assistant