

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

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

Attendees: Fire Chief Wayne Friedman, Volunteer Membership Coordinator Greg Maxwell

Pledge of Allegiance

Minutes: The August 2023 meeting minutes were presented. Motion made by Commissioner Saddlemire, seconded by Commissioner Hotchkiss, to accept August minutes with one correction. All in favor. Motion carried.

Sick Leave Report: The August 2023 sick leave report presented. Motion made by Commissioner Saddlemire, 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 Hotchkiss, 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.

Fire Chief's Report:

- Budget is on track, some allocation needed
- Covid has come back slightly and affected staffing
- 2024 Draft budget due 9/15
- Open House is coming up on October 7<sup>th</sup>
- The Paramedic Program grant has begun with four firefighters participating
- SCBA grant is being finalized, and we will purchase the air packs from Scott
- The Battalion Chief position is being reviewed.
- We have two new hires, Thomas Mulhern and Chelsea O'Donnell. They will be starting on the 20<sup>th</sup> and 19<sup>th</sup> of this month, respectively.

Deputy Chief's Report: Not Present

Battalion Chief:

Volunteer Deputy Chief Charles Sherman Report: Not Present

The Cortland Crown Company Report by Dannie Reynolds: Not Present

Volunteer Membership Coordinator Greg Maxwell's Report:

- Corey McNaughton is an out of district applicant. Chief Friedman would like him to start the probation period. Motion made by Commissioner Hotchkiss, seconded by Commissioner Saddlemire. All in favor. Motion carried.
- We will not be moving forward with two other applicants.

Old Business:

- The Commission received a letter from Volunteer Firefighter Kristen Gregory requesting to continue to serve the city in the same capacity after moving out of the district. Motion made by Commissioner Saddlemire to approve the request, seconded by Commissioner Hotchkiss. All in favor. Motion carried.

New Business:

- 9/11 Ceremony was well attended and well received.

Meeting Adjourned at 17:37 hours.

Minutes taken by:

Nicole Bennett

Administrative Assistant