

**CITY OF CORTLAND
BOARD OF FIRE COMMISSIONERS
MONTHLY MEETING
Thursday, June 10, 2021, 5:15 p.m.
Meeting @ Armory**

MINUTES (Draft)

The regular meeting of the City of Cortland Board of Fire Commissioners was called to order at 5:18pm by Vice Chairperson Paul Quinlan

Commissioners Present: Vice-Chair Paul Quinlan, Commissioner Dale Saddlemire, Commissioner Bill Starr and Commissioner Hotchkiss

Excused Absence: Chairperson Bonnie Heath

Attendees: Fire Chief Wayne Friedman, Deputy Chief Michael Ten Kate, Volunteer Member Coordinator Greg Maxwell,

Pledge of Allegiance:

Minutes: The May 2021 meeting minutes were presented. Motion made by Commissioner Hotchkiss, seconded by Commissioner Starr to accept minutes as presented. All in favor. Motion Carried.

Sick Leave Report: The May 2021 sick leave report was presented. Motion made by Commissioner Starr, seconded by Commissioner Hotchkiss to accept Career Staff sick report as presented. All in favor. Motion carried.

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

Code and Fire Department Budget Status Report: Reviewed status.

Chief Friedman Report:

- Recent Hire and Promotion; start date July 8, 2021.
 - Promotion FF William Fox and new hire Patrick Sherman
- Code office position still in review and recent conversation with Mayor and Corporation Counsel
- HQ window project in progress and moving along as expected. Window frames are looking great; a few of the windows are complete.

Deputy Chief Ten Kate Report:

- We have started our annual ariel testing
 - 232 failed the test as we suspected, quote to fix is \$7000.00
 - 231 Ladder blew a o-ring during testing, we were able to collaborate with Priority Fire and testing company and have it repaired same night
- Ground Ladder Testing went well
- Started our Pump testing as well, about ½ complete at this point.
- Hose testing will be coming next

BOE Report

- No Report

Volunteer Report

- Retired Captain Tom Casterline has submitted an application for volunteer status. Motion made by Commissioner Hotchkiss, seconded by Commissioner Saddlemire to start the probation period for Volunteer Tom Casterline as of 6/10/2021. All in favor. Motion Carried.

Old Business

- Fire Chief has met with company and board representatives to discuss membership totals within each company. Fire Chief made a recommendation not to disburse contract monies to all companies and have all the funds stay with the Board of Engineers.

New Business

- Any volunteer application, rather new, retired or resigned member requesting membership at City of Cortland Fire Department will all need to go through the same process. New application, background check, reference check, board interview, Fire Chief interview, commissioner approval etc.

Motion to adjourn by Commissioner Hotchkiss seconded by Commissioner Saddlemire. All in favor. Motion carried.

Meeting Adjourned at 17:49

Respectfully submitted,

Heidi Brown,
Secretary