

Charlton Fire District Meeting Minutes

October 1, 2013

PUBLIC MEETING: The public meeting of the Charlton Fire District was called to order on October 1, 2013 at 7:09 p.m.

PRESENT: Jeff Voigt (Chairman), Bob LeGere, Kevin Loukes, Dave Peters, Sharon Cronin (Secretary),

ABSENT: Bob Rosa, Andy La Patra (Treasurer)

1. Approval of Agenda

Motion to approve the agenda was made by Jeff Voigt and seconded by Bob LeGere. Approved 4-0.

2. Approval of Minutes

Motion to approve last month's minutes made by Bob LeGere and seconded by Jeff Voigt. Approved 4-0.

3. Chairman's Report

There is nothing to report at this time.

4. Treasurer's Report

a. Treasurer's Report presented by Sharon Cronin.

b. Review and audit of bills.

c. Operating Account: \$144,372.33
Payroll Account: \$10,267.79
Apparatus Capital Reserve: \$320,084.30
Equipment Capital Reserve: \$53,010.02
Emergency Capital Reserve: \$25,000.52
Capital Improvement Reserve: \$108,668.41
Total ending on September 26, 2013: \$661,403.37

Motion to pay outstanding bills was made by Jeff Voigt and seconded by Dave Peters. Approved 4-0.

Motion to approve Treasurer's report made by Jeff Voigt and seconded by Dave Peters. Approved 4-0.

5. Chief's Report

a. Kevin Riehl presented Chief's Report. 9 calls for the month:
4-EMS
2-Fire alarm
1-Stand by
1-Mutual Aid
1-Gas leak

- b. Annual physicals are scheduled with Dr Halbig's office starting Oct. 16th.
- c. CFD will be going to Charlton Heights Elementary School for Fire Prevention Wednesday, October 9th.
- d. The old gear has been disposed of.
- e. The printer in the truck bay broke. It is being replaced.
- f. The Ladies Auxiliary is having their pancake breakfast on Sunday, October 6th.
- g. The radiator in the Asst. Chief's vehicle has been replaced at cost of \$385.00.
- h. Assistant Chief Dyer reported that the stove hoods have been installed.
- i. 18-2 has tires that are out of date. This being addressed.
- h. Assistant Chief Dyer presented purchase requests. (Motions under new business)

7. Committee Reports

- a. **Facilities Management:**
Boiler needs to be cleaned and inspected before winter.
- b. **Emergency Vehicles:**
Pump tests will be done next year when ladder testing is done.
- c. **Staff Relations:**
There is nothing to report at this time.
- d. **Inventory:**
Gear that has been disposed of has been inventoried to auditor's standards.

8. Unfinished Business

- a. The Board continued discussions on replacing the Asst. Chief's vehicle. The Secretary will put a bid notification in the paper.
- b. The budget was discussed and it was determined that no further budget workshops were necessary.

Motion to approve the Secretary to place a bid notification in the paper for a 2014 Utility Police Interceptor made by Jeff Voigt and seconded by Dave Peters. Approved 4-0.

9. New Business

- a. Snowplowing for the 2013-2014 season was discussed. The Secretary will send out a bid notification to the Gazette.
- b. The cleaning contract for 2013-2014 was discussed. The Secretary will send out a bid notification to the Gazette.
- c. There was a discussion on cleaning and inspecting the boiler.
- d. The firehouse Halloween party will be October 31st.

Motion to approve the Secretary to place a snowplowing bid notification in the Gazette made by Bob LeGere and seconded by Jeff Voigt. Approved 4-0.

Motion to approve the Secretary to place a cleaning bid notification in the Gazette made by Dave Peters and seconded by Kevin Loukes. Approved 4-0.

Motion to approve cleaning and servicing the boiler at a price not to exceed \$300.00 made by Dave Peters and seconded by Jeff Voigt. Approved 4-0.

Motion to use the firehouse for the Halloween party on October 31st made by Dave Peters and seconded by Jeff Voigt. Approved 4-0.

Motion to approve the purchase of a portable truck radio from Pittsfield Radio not to exceed \$1900.00 made by Dave Peters and seconded by Jeff Voigt. Approved 4-0.

Motion to approve the reimbursement of \$100.00 to Aaron Dyer for Aug. phone bill made by Jeff Voigt and seconded by Kevin Loukes. Approved 4-0.

Motion to approve the reimbursement of \$100.00 to Kevin Riehl for Aug phone bill made by Jeff Voigt and seconded by Kevin Loukes. Approved 4-0.

Motion to approve the reimbursement of \$48.69 to Bob LeGere for the purchase of a firehouse flag made by Jeff Voigt and seconded by Dave Peters. Approved 4-0.

Motion to approve the physical fitness reimbursement of \$100.00 to Eric Muscanell made by Jeff Voigt and seconded by Dave Peters. Approved 4-0.

Motion to approve the purchase of 12 pairs of firefighting gloves from MES for \$900.00 made by Jeff Voigt and seconded by Dave Peters. Approved 4-0.

Motion to approve the purchase of 12 pairs of extrication gloves for \$500.00 made by Dave Peters and seconded by Jeff Voigt. Approved 4-0.

Motion to approve the purchase of piping materials for the new stoves made by Jeff Voigt and seconded by Kevin Loukes. Approved 4-0.

10. Privilege of the Floor

There is nothing to report at this time.

12. Adjournment

Motion to adjourn made by Bob LeGere and seconded by Kevin Loukes at 9:00 p.m.
Approved 4-0.

12:28 PM
09/26/13
Cash Basis

CHARLTON FIRE DISTRICT #1
Profit & Loss
September 1 - 26, 2013

	Sep 1 - 26, 13	Aug 1 - 26, 13	\$ Change
Expense			
A90301 SOCIAL SECURITY			
MEDICARE EMPLOYER	33.35	33.35	0.00
FICA EMPLOYER	142.60	142.60	0.00
Total A90301 SOCIAL SECURITY	175.95	175.95	0.00
A34101 FIRE PER SVC			
PERSONAL SERVICES			
TREASURER WAGES	0.00	1,408.60	-1,408.60
MEDICARE EMPLOYEE	33.35	33.35	0.00
FICA EMPLOYEE	142.60	142.60	0.00
FEDERAL INCOME TAX	188.00	88.00	100.00
SECRETARY WAGES	588.65	588.65	0.00
Total PERSONAL SERVICES	952.60	2,261.20	-1,308.60
Total A34101 FIRE PER SVC	952.60	2,261.20	-1,308.60
A34102 FIRE, EQUIP & CAP OUTLAY			
EQUIPMENT			
PERSONAL PROTECTIVE EQUIP	0.00	344.29	-344.29
MISCELLANEOUS EQUIPMENT	1,906.20	0.00	1,906.20
Total EQUIPMENT	1,906.20	344.29	1,561.91
Total A34102 FIRE, EQUIP & CAP OUTLAY	1,906.20	344.29	1,561.91
A34104 FIRE PROTECTION			
ALLIED WASTE	0.00	91.71	-91.71
SCBA PACK TESTING	0.00	547.45	-547.45
ELECTRIC & GAS	0.00	250.50	-250.50
PHYSICAL FITNESS	0.00	200.00	-200.00
WEBSITE ADMINISTRATION	0.00	20.00	-20.00
FOOD REIMBURSEMENTS	0.00	85.41	-85.41
MISCELLANEOUS	10.00	60.00	-50.00
PRINTING & SUPPLIES	22.56	0.00	22.56
POSTAGE	37.46	0.00	37.46
FIREFIGHTER TRAINING	121.55	348.70	-227.15
MAINTENANCE SUPPLIES	240.00	210.00	30.00
TELEPHONE & CABLE	253.82	287.68	-33.86
EMS SUPPLIES	542.30	483.06	59.24
BUILDING & GROUNDS REPAIRS	1,095.00	0.00	1,095.00
Total A34104 FIRE PROTECTION	2,322.69	2,584.51	-261.82
Total Expense	5,357.44	5,365.95	-8.51
Net Income	-5,357.44	-5,365.95	8.51

Account Summary

CHARLTON FIRE DISTRICT #1

Deposit Summary

[collapse all...](#)

<u>Account Name</u>	<u>Account No.</u>	<u>Ledger Balance</u>	<u>Avail. Balance</u>
R8021 0712 OPERATING	xxxxxxxx0712	\$144,372.33	\$144,372.33
R8021 0720 PAYROLL	xxxxxxxx0720	\$10,267.79	\$10,267.79
R8021 2286 APPARATUS	xxxxxxxx2286	\$320,084.30	\$320,084.30
R8021 2294 EQUIPMENT	xxxxxxxx2294	\$53,010.02	\$53,010.02
R8021 2302 EMERGENCY	xxxxxxxx2302	\$25,000.52	\$25,000.52
R8021 2310 CAPITAL IMPROVEMENTS	xxxxxxxx2310	\$108,668.41	\$108,668.41
Totals:		\$661,403.37	\$661,403.37

statement delivery preferences.

Reports

OCTOBER 2013 SCHEDULED PAYMENTS

From 09/26/2013 to 10/11/2013

Need to

View a different report?

OCTOBER 2013 SCHEDULED PAYMENTS[Make changes](#) to this report?[Create your own](#) custom report?

<u>Send On</u>	<u>Status</u>	<u>Pay To</u>	<u>Pay From</u>	<u>Amount</u>	<u>Created By</u>
10/03/2013	Scheduled	Atypica , ...16-1	KeyBank Bu, ...0712	40.00	A LaPatra
10/03/2013	Scheduled	National G , ...0102	KeyBank Bu, ...0712	245.19	A LaPatra
10/03/2013	Scheduled	Time Warne , ...1014	KeyBank Bu, ...0712	70.02	A LaPatra
10/03/2013	Scheduled	Verizon , ...6247	KeyBank Bu, ...0712	99.02	A LaPatra
10/03/2013	Scheduled	Allied Was , ...1387	KeyBank Bu, ...0712	91.71	A LaPatra
				\$545.94	