

Charlton Fire District Meeting Minutes

February 7, 2017

PUBLIC MEETING: The public meeting of the Charlton Fire District was called to order on February 7, 2017 at 6:30 p.m.

PRESENT: Jeff Voigt (Chairman), Bob LeGere, Steve Eichfeld, Kevin Loukes, Dave Peters, Sharon Cronin (Secretary), Andy La Patra (Treasurer)

ABSENT: Kevin Loukes

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 meeting minutes made by Jeff Voigt and seconded by Dave Peters. Approved 4-0.

Motion to approve last month's organizational meeting minutes made by Jeff Voigt and seconded by Dave Peters. Approved 4-0.

3. Chairman's Report

Nothing to report

4. Treasurer's Report

- a. Treasurer's Report presented by Andy LaPatra.
- b. Review and audit of bills.
- c. Operating Account: \$379,830.95
Payroll Account: \$3,362.31
Apparatus Capital Reserve: \$55,010.79
Equipment Capital Reserve: \$125,151.11
Emergency Capital Reserve: \$25,043.29
Capital Improvement Reserve: \$207,899.66
Total ending on February 1, 2017: \$796,298.11

Motion to pay outstanding bills was made by Jeff Voigt and seconded by Bob LeGere. 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. Dean DeCapria presented Chief's Report. 13 calls for the month:
 - 8-EMS
 - 2-Electrical emergency
 - 1-Fire alarm
 - 1-Stand by
 - 1-Structure Fire

- b. Car 18 mileage as of 2/7 is 28,140 and car 18-0 mileage as of 2/7 is 53,750.
- c. EMS supplies are in service.
- d. The Bullard camera is in service. Charger to be mounted in 18-1 this week when service is done.
- e. Three sets of gear are in service.
- f. NAPA truck supplies have been picked up.
- g. 18-2 has been serviced and inspected.
- h. 18-1 is going for service and inspection this week.
- i. 18-4 has been serviced and inspected. Unit failed inspection due to king pins in front seizing. Repair was done in order to pass inspection.
- j. Fit testing will be done February 20th through Gibby's testing.
- k. Installation banquet is set for February 26th at the Tavern.
- l. Chief has requested permission to send Ed Winslow to fire police academy.
- m. Chief requested permission to attend commissioner training.
- n. Dean DeCapria presented purchase requests. (Motions under new business)

6. Committee Reports

- a. **Facilities Management (Dave Peters)**
See Unfinished Business
- b. **Apparatus and Equipment (Bob LeGere)**
See Chief's Report
- c. **Firematic Training and Fire Prevention Committee (Jeff Voigt)**
There is nothing to report at this time.
- d. **Radio Communication and Informational Technology Committee (Kevin Loukes)**
There is nothing to report at this time.
- e. **Staff Relations/Code of Ethics Committee (Steve Eichfeld)**
There is nothing to report at this time.

7. Unfinished Business

No unfinished business

8. New Business

- a. Marcuse Maringola from Adirondack Insurance met with Board to review CFD insurance policies.

- b. The Treasurer requested approval to transfer \$27,500.00 from operating acct to payroll acct for annual payroll.
- c. Secretary requested permission to purchase a roll of stamps and white out for the treasurer.
- d. The chief spoke about the Emergency Reporting Program. The board discussed administrative access of the Emergency Reporting Program and the chain of command to be followed. Per the board, the chief will be the sole administrator. The chief will assign access levels to all other members as needed.
- e. Steve Eichfeld, Dean DeCapria and Kevin Loukes requested permission to attend commissioner training.

Motion to approve the chief as the sole administrator of the Emergency Reporting Program with the sole authority to assign all other members access levels as needed made by Steve Eichfeld and seconded by Bob LeGere. Approved 4-0.

Motion to approve the transfer of \$27,500 from operational account to payroll account made by Jeff Voigt and seconded by Bob LeGere. Approved 4-0.

Motion to approve the purchase of a roll stamps and white out for the Treasurer made by Jeff Voigt and seconded by Bob LeGere. Approved 4-0.

Motion to approve Steve Eichfeld, Dean DeCapria and Kevin Loukes to attend commissioner training made by Jeff Voigt and seconded by Bob LeGere. Approved 4-0.

Motion to approve Ed Winslow to attend fire police academy in Montour Falls made by Jeff Voigt and seconded by Bob LeGere. Approved 4-0.

Motion to approve the physical fitness reimbursement for \$100.00 each for John Gaworecki and Duane Rabideau made by Jeff Voigt and seconded by Dave Peters. Approved 4-0.

Motion to approve the purchase of a step ladder from Lowes not to exceed \$300.00 made by Jeff Voigt and seconded by Dave Peters. Approved 4-0.

10. Privilege of the Floor

Firefighters commented on the security of the Emergency Reporting Program and the necessity of following the chain of command.

11. Adjournment

Motion to adjourn made by Jeff Voigt and seconded by Dave Peters at 9:40 p.m. Approved 4-0.

5:09 PM
02/02/17
Cash Basis

CHARLTON FIRE DISTRICT #1

Profit & Loss

January 2017

	Jan 17	Dec 16	\$ Change
Income			
A5031 INTERFUND TRANSFERS			
INTERFUND TRANSFERS	0.00	0.00	0.00
Total A5031 INTERFUND TRANSFERS	0.00	0.00	0.00
A2401 INTEREST & EARNINGS			
INTEREST & EARNINGS CHECKING	0.14	0.15	-0.01
INTEREST & EARNINGS OPERATING	16.14	10.77	5.37
INTEREST & EARNINGS OTHER ACCTS	17.54	17.49	0.05
Total A2401 INTEREST & EARNINGS	33.82	28.41	5.41
A1001 REAL PROPERTY TAXES			
REAL PROPERTY TAXES	297,546.03	0.00	297,546.03
Total A1001 REAL PROPERTY TAXES	297,546.03	0.00	297,546.03
Total Income	297,579.85	28.41	297,551.44
Gross Profit	297,579.85	28.41	297,551.44
Expense			
A34102 FIRE, EQUIP & CAP OUTLAY			
EQUIPMENT			
SCBA BOTTLE & PACK REPLACEMENT	0.00	7,750.00	-7,750.00
Total EQUIPMENT	0.00	7,750.00	-7,750.00
Total A34102 FIRE, EQUIP & CAP OUTLAY	0.00	7,750.00	-7,750.00
A9030.8 SOCIAL SECURITY			
MEDICARE EMPLOYER	33.35	33.35	0.00
FICA EMPLOYER	142.60	142.60	0.00
Total A9030.8 SOCIAL SECURITY	175.95	175.95	0.00
A34101 FIRE PER SVC			
PERSONAL SERVICES			
NYS INCOME TAX	0.00	116.40	-116.40
MEDICARE EMPLOYEE	33.35	33.35	0.00
FICA EMPLOYEE	142.60	142.60	0.00
FEDERAL INCOME TAX	188.00	188.00	0.00
SECRETARY WAGES	588.65	588.65	0.00
TREASURER WAGES	1,308.60	1,308.60	0.00
Total PERSONAL SERVICES	2,261.20	2,377.60	-116.40
Total A34101 FIRE PER SVC	2,261.20	2,377.60	-116.40
A34104 FIRE PROTECTION			
APPARATUS MAINT/REPAIR	0.00	2,505.94	-2,505.94
ASSOCIATION DUES	0.00	125.00	-125.00
WASTE DISPOSAL	0.00	68.52	-68.52
FUEL - TRUCKS	0.00	132.44	-132.44
BUILDING & GROUNDS REPAIRS	0.00	29.94	-29.94
FIREMATIC & REHAB SUPPLIES	0.00	190.16	-190.16
FIRE PREVENTION	0.00	2,288.75	-2,288.75
EMS SUPPLIES	0.00	44.27	-44.27
PUBLIC NOTICES	5.16	27.74	-22.58
BANK FEES	44.50	44.50	0.00
MISCELLANEOUS	70.00	21.00	49.00
PHYSICAL FITNESS	100.00	200.00	-100.00
BUILDING & GROUNDS MAINTENANCE	140.00	230.00	-90.00
TELEPHONE & CABLE	347.26	287.05	60.21
ELECTRIC & GAS	399.11	225.77	173.34
FUEL - BUILDING	1,482.59	0.00	1,482.59
DATA ENTRY-INCIDENT REPORTING	1,668.00	0.00	1,668.00
Total A34104 FIRE PROTECTION	4,256.62	6,421.08	-2,164.46
Total Expense	6,693.77	16,724.63	-10,030.86
Net Income	290,886.08	-16,696.22	307,582.30

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	\$379,830.95	\$379,830.95
R8021 0720 PAYROLL	xxxxxxxx0720	\$3,362.31	\$1,465.06
R8021 2286 APPARATUS	xxxxxxxx2286	\$55,010.79	\$55,010.79
R8021 2294 EQUIPMENT	xxxxxxxx2294	\$125,151.11	\$125,151.11
R8021 2302 EMERGENCY	xxxxxxxx2302	\$25,043.29	\$25,043.29
R8021 2310 CAPITAL IMPROVEMENTS	xxxxxxxx2310	\$207,899.66	\$207,899.66
Totals:		\$796,298.11	\$794,400.86

statement delivery preferences.

5:08 PM

CHARLTON FIRE DISTRICT #1
BANK ACCOUNT BALANCES - 2 YEAR COMPARISON

Cash Basis

	<u>Jan 17</u>	<u>Jan 16</u>
R8021 0712 OPERATING	379,830.95	328,093.41
R8021 0720 PAYROLL	3,362.31	3,721.50
R8021 2286 APPARATUS	55,010.79	5,001.04
R8021 2294 EQUIPMENT	125,151.11	101,097.06
R8021 2302 EMERGENCY	25,043.29	25,030.77
R8021 2310 CAPITAL IMPROVEME...	207,899.66	152,465.37
TOTAL	<u>796,298.11</u>	<u>615,409.15</u>



KeyBank
P.O. Box 93885
Cleveland, OH 44101-5885

Business Banking Statement
January 31, 2017
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0712

6 X 81 00006 R EM T1
CHARLTON FIRE DISTRICT #1
OPERATING ACCOUNT
PO BOX 1369
BALLSTON LAKE NY 12019-0369

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KeyBank Business Interest Checking
CHARLTON FIRE DISTRICT #1
OPERATING ACCOUNT

0712

Beginning balance 12-31-16	\$89,127.40
1 Addition	+297,546.03
14 Subtractions	-6,837.12
Interest paid	+16.14
Net fees and charges	-21.50
Ending balance 1-31-17	\$379,830.95

Additions

Deposits	Date	Serial #	Source	
	1-25		Deposit Branch 0081 New York	\$297,546.03
Total additions				\$297,546.03

Subtractions

Paper Checks * check missing from sequence

Check	Date	Amount	Check	Date	Amount	Check	Date	Amount
7564	1-3	\$125.00	7566	1-9	100.00	7568	1-9	35.00
7565	1-10	1,668.00	7567	1-9	5.16	7569	1-13	35.00
Paper Checks Paid								\$1,968.16

Withdrawals	Date	Serial #	Location	
	1-3		Bill Pay:Verizon 518399 5B497Mx5	\$60.21
	1-3		Bill Pay:Time Warner Cable 106007 1Bj9Dmx5	87.05
	1-3		Bill Pay:Dean DE Capria N/A 5Bj9Rmx5	100.00
	1-3		Bill Pay:Kevin G Riehl N/A Lbq9Cmx5	100.00
	1-3		Bill Pay:Da Kenyon Enterpri Cfd #1 Pb39Kmx5	140.00
	1-3		Bill Pay:National Grid-Niag 51564- Abj9Fmx5	399.11

0712 - 03290

Business Banking Statement
January 31, 2017
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0712

Subtractions

(con't)

<i>Withdrawals</i>	<i>Date</i>	<i>Serial #</i>	<i>Location</i>		
	1-3		Bill Pay:Ferrellgas	511576 Jbc9Omx5	1,482.59
<i>Transfers</i>	<i>Date</i>	<i>Serial #</i>	<i>Destination</i>		
	1-4		Trf To DDA On	0720 3290	\$2,500.00
Total subtractions					\$6,837.12

Interest earned

Annual percentage yield (APY) earned	0.14%
Number of days this statement period	31
Interest paid 1-31-17	\$16.14
Interest earned this statement period	\$16.14
Interest paid year-to-date	\$16.14
Interest earned (2016)	\$295.43

Fees and charges

<i>Date</i>		<i>Quantity</i>	<i>Unit Charge</i>	
1-10-17	Dec Kbo Manage Access (Monthly)	1	10.00	-\$10.00
1-31-17	Imaged Items With Statement Charge	1	3.50	-3.50
1-31-17	Duplicate Statement Service Charge	1	5.00	-5.00
1-31-17	Paper Statement Fee	1	3.00	-3.00
Fees and charges assessed this period				-\$21.50

CUSTOMER ACCOUNT DISCLOSURES

The following disclosures apply only to accounts covered by the Federal Truth-in-Lending Act or the Federal Electronic Funds Transfer Act, as amended, or similar state laws.

IN CASE OF ERROR OR QUESTIONS ABOUT YOUR ELECTRONIC TRANSFERS:

Call us at the phone number indicated on the first page of this statement, OR write us at the address listed below*, as soon as you can, if you think your statement or receipt is wrong or if you need more information about a transfer listed on the statement or receipt. We must hear from you no later than sixty (60) days after we sent you the FIRST statement on which the problem or error appeared.

***KeyBank
Customer Disputes
NY-31-17-0128
17 Corporate Woods Blvd
Albany, NY 12211**

- 1 Tell us your name and Account number;
2 Describe the error or transfer that you are unsure about, and explain as
3 clearly as you can why you believe it is an error or why you need more
4 information;
5 Tell us the dollar amount of the suspected error.

If you tell us orally, we may require that you send us your complaint or question in writing within ten (10) business days.

We will investigate your complaint and will correct any error promptly. If we take more than ten (10) business days to do this, we will recredit your account for the amount you think is in error, so that you will have use of the money during the time it takes us to complete our investigation.

COMMON ELECTRONIC TRANSACTION DESCRIPTIONS:

XFER TO SAV	- Transfer to Savings Account
XFER FROM SAV	- Transfer from Savings Account
XFER TO CKG	- Transfer to Checking Account
XFER FROM CKG	- Transfer from Checking Account
PMT TO CR CARD	- Payment to Credit Card
ADVCR CARD	- Advance from Credit Card

Preauthorized Credits: If you have arranged to have direct deposits made to your Account at least once every sixty (60) days from the same person or company, you can call us at the number indicated on the reverse side to find out whether or not the deposit has been made.

IMPORTANT LINE OF CREDIT INFORMATION

What To Do If You Think You Find A Mistake on Your Statement: If you think there is an error on your statement, write us at: KeyBank N.A., P.O. Box 93885, Cleveland, OH 44101-4825.

In your letter, give us the following information:

- 1 Account Information : Your name and account number.
1 Dollar Amount : The dollar amount of the suspected error.
1 Description of the Problem : If you think there is an error on your bill, describe
what you believe is wrong and why you believe it was a mistake.

You must contact us within 60 days after the error appeared on your statement. You must notify us of any potential errors in writing. You may call us, but if you do we are not required to investigate any potential errors and you may have to pay the amount in question.

While we investigate whether or not there has been an error, the following are true:

- Y We cannot try to collect the amount in question, or report you as delinquent on that amount.
- Y The charge in question may remain on your statement, and we may continue to charge you interest on that amount. But, if we determine that we made a mistake, you will not have to pay the amount in question or any interest or other fees related to that amount.
- Y While you do not have to pay the amount in question, you are responsible for the remainder of your balance.
- Y We can apply any unpaid amount against your credit limit.

Explanation of Finance Charge: Your Finance Charge attributable to interest (hereinafter referred to as interest) is computed using the Average Daily Balance method.

Average Daily Balance method (Balance Subject to Interest Rate): Your interest is computed on all purchases and cash advances (collectively advances) from the date each advance is posted until we receive payment in full (there is no grace period). We figure the interest on your line of credit by multiplying the daily periodic rate by the Average Daily Balance of your line of credit (including current transactions) and multiplying by the number of days in the billing cycle. To get the Average Daily Balance we take the beginning balance of your line of credit each day, add any new advances or debits, and subtract any payments and credits, any non-financed fees and unpaid interest. This gives us the daily balance. Then we add up all of your daily balances in the billing cycle and divide this total by the number of days in the billing cycle to get your Average Daily Balance.

CREDIT INFORMATION: If you believe we have reported inaccurate information about your account to a credit reporting agency, you may contact the credit reporting agency or write to us at:

Key Credit Research Department
P.O. Box 94518
Cleveland, Ohio 44101-4518

Please include your account number, a copy of your credit report reflecting the inaccurate information, name, address, city, state, and zip code, and an explanation of why you believe the information is inaccurate.

BALANCING YOUR ACCOUNT

Please examine your statement and paid check information upon receipt. Erasures, alterations or irregularities should be reported promptly in accordance with your account agreement. The suggested steps below will help you balance your account.

INSTRUCTIONS

- a** Verify and check off in your check register each deposit, check or other transaction shown on this statement.

Enter into your check register and SUBTRACT:

- ü Checks or other deductions shown on our statement that you have not already entered.
- ü The iService charges, if any, shown on your statement.

Enter into your check register and ADD:

- ü Deposits or other credits shown on your statement that you have not already entered.
- ü The interest earned shown on your statement, if any.

[illegible]

5:04 PM

02/02/17

CHARLTON FIRE DISTRICT #1
Reconciliation Summary
R8021 0712 OPERATING, Period Ending 01/31/2017

	<u>Jan 31, 17</u>
Beginning Balance	89,127.40
Cleared Transactions	
Checks and Payments - 18 items	-6,858.62
Deposits and Credits - 2 items	<u>297,562.17</u>
Total Cleared Transactions	<u>290,703.55</u>
Cleared Balance	<u>379,830.95</u>
Register Balance as of 01/31/2017	379,830.95
Ending Balance	379,830.95

5:04 PM

02/02/17

CHARLTON FIRE DISTRICT #1
Reconciliation Detail
R8021 0712 OPERATING, Period Ending 01/31/2017

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						89,127.40
Cleared Transactions						
Checks and Payments - 18 items						
Check	12/06/2016	7564	AFDSNY	X	-125.00	-125.00
Check	01/03/2017		EMERGENCY REP...	X	-1,668.00	-1,793.00
Check	01/03/2017		FERRELLGAS	X	-1,482.59	-3,275.59
Check	01/03/2017		NATIONAL GRID	X	-399.11	-3,674.70
Check	01/03/2017		D.A. KENYON ENT...	X	-140.00	-3,814.70
Check	01/03/2017		DEAN DECAPRIA	X	-100.00	-3,914.70
Check	01/03/2017	7566	RYAN MC DONALD	X	-100.00	-4,014.70
Check	01/03/2017		KEVIN RIEHL	X	-100.00	-4,114.70
Check	01/03/2017		TIME WARNER CA...	X	-87.05	-4,201.75
Check	01/03/2017		VERIZON	X	-60.21	-4,261.96
Check	01/03/2017	7568	Sharon B Cronin	X	-35.00	-4,296.96
Check	01/03/2017	7569	KAREN PEPER	X	-35.00	-4,331.96
Check	01/03/2017	7567	THE GAZETTE	X	-5.16	-4,337.12
Check	01/04/2017		TRANSFER FROM ...	X	-2,500.00	-6,837.12
Check	01/10/2017		KEYBANK	X	-10.00	-6,847.12
Check	01/31/2017		DUPLICATE STMT ...	X	-5.00	-6,852.12
Check	01/31/2017		IMAGED ITEMS WI...	X	-3.50	-6,855.62
Check	01/31/2017		PAPER STATEMEN...	X	-3.00	-6,858.62
Total Checks and Payments					-6,858.62	-6,858.62
Deposits and Credits - 2 Items						
Deposit	01/25/2017		Deposit	X	297,546.03	297,546.03
Deposit	01/31/2017		INTEREST PAYME...	X	16.14	297,562.17
Total Deposits and Credits					297,562.17	297,562.17
Total Cleared Transactions					290,703.55	290,703.55
Cleared Balance					290,703.55	379,830.95
Register Balance as of 01/31/2017					290,703.55	379,830.95
Ending Balance					290,703.55	379,830.95



KeyBank
P.O. Box 93885
Cleveland, OH 44101-5885

Business Banking Statement
January 31, 2017
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10720

X 81 00000 R EM T1
CHARLTON FIRE DISTRICT #1
PAYROLL ACCOUNT
PO BOX 1369
BALLSTON LAKE NY 12019-0369

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CHARLTON FIRE DISTRICT #1
PAYROLL ACCOUNT

10720

Beginning balance 12-31-16	\$3,322.32
1 Addition	+2,500.00
3 Subtractions	-2,437.15
Interest paid	+0.14
Net fees and charges	-23.00
Ending balance 1-31-17	\$3,362.31

Additions

Transfers Date	Serial #	Source	
1-4		Trf Fr DDA 00	0712 3290
Total additions			\$2,500.00

Subtractions

Withdrawals Date	Serial #	Location	
1-3		Bill Pay:First New York Fcu 108600 Qbk9Ix2N	\$588.65
1-3		Bill Pay:Sunmark Federal Cr 124890 Qb89Fx1N	1,308.60
1-30		Direct Withdrawal, lrs Usataxpymt	539.90
Total subtractions			\$2,437.15

Interest earned

Annual percentage yield (APY) earned	0.04%
Number of days this statement period	31
Interest paid 1-31-17	\$0.14
Interest earned this statement period	\$0.14

0720 - 03290

Business Banking Statement
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0720

**Interest
earned**
(con't)

Interest paid year-to-date	\$0.14
Interest earned (2016)	\$18.10

**Fees and
charges**

<i>Date</i>		<i>Quantity</i>	<i>Unit Charge</i>	
1-31-17	Duplicate Statement Service Charge	1	5.00	-\$5.00
1-31-17	Paper Statement Fee	1	3.00	-3.00
1-31-17	Service Charge	1	15.00	-15.00
Fees and charges assessed this period				-\$23.00

5:05 PM

02/02/17

CHARLTON FIRE DISTRICT #1
Reconciliation Summary
R8021 0720 PAYROLL, Period Ending 01/31/2017

	<u>Jan 31, 17</u>
Beginning Balance	3,322.32
Cleared Transactions	
Checks and Payments - 6 items	-2,460.15
Deposits and Credits - 2 items	<u>2,500.14</u>
Total Cleared Transactions	<u>39.99</u>
Cleared Balance	<u><u>3,362.31</u></u>
Register Balance as of 01/31/2017	3,362.31
Ending Balance	3,362.31

5:05 PM

02/02/17

CHARLTON FIRE DISTRICT #1
Reconciliation Detail
R8021 0720 PAYROLL, Period Ending 01/31/2017

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						3,322.32
Cleared Transactions						
Checks and Payments - 6 items						
Check	01/03/2017		ANDREW G. LA PA...	X	-1,308.60	-1,308.60
Check	01/03/2017		Sharon B Cronin	X	-588.65	-1,897.25
Check	01/30/2017		DIRECT WITHDRA...	X	-539.90	-2,437.15
Check	01/31/2017		KEYBANK	X	-15.00	-2,452.15
Check	01/31/2017		DUPLICATE STMT ...	X	-5.00	-2,457.15
Check	01/31/2017		PAPER STATEMEN...	X	-3.00	-2,460.15
Total Checks and Payments					-2,460.15	-2,460.15
Deposits and Credits - 2 items						
Deposit	01/04/2017		TRANSFER FROM ...	X	2,500.00	2,500.00
Deposit	01/31/2017		INTEREST PAYME...	X	0.14	2,500.14
Total Deposits and Credits					2,500.14	2,500.14
Total Cleared Transactions					39.99	39.99
Cleared Balance					39.99	3,362.31
Register Balance as of 01/31/2017					39.99	3,362.31
Ending Balance					39.99	3,362.31



KeyBank
P.O. Box 93885
Cleveland, OH 44101-5885

Business Banking Statement
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2286

T 81 00000 R EM T1
CHARLTON FIRE DISTRICT #1
APPARATUS CAPITAL RESERVE
PO BOX 1369
BALLSTON LAKE NY 12019-0369

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Key Business Silver Money Market Svgs
CHARLTON FIRE DISTRICT #1
APPARATUS CAPITAL RESERVE

2286

Beginning balance 12-31-16	\$55,008.46
Interest paid	+2.33
Ending balance 1-31-17	\$55,010.79

**Interest
earned**

Annual percentage yield (APY) earned	0.05%
Number of days this statement period	31
Interest paid 1-31-17	\$2.33
Interest earned this statement period	\$2.33
Interest paid year-to-date	\$2.33
Interest earned (2016)	\$7.63

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IN CASE OF ERROR OR QUESTIONS ABOUT YOUR ELECTRONIC TRANSFERS:

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*** KeyBank
Customer Disputes
NY-31-17-0128
17 Corporate Woods Blvd
Albany, NY 12211**

- Tell us your name and Account number;
- Describe the error or transfer that you are unsure about, and explain as clearly as you can why you believe it is an error or why you need more information;
- Tell us the dollar amount of the suspected error.

If you tell us orally, we may require that you send us your complaint or question in writing within ten (10) business days.

We will investigate your complaint and will correct any error promptly. If we take more than ten (10) business days to do this, we will recredit your account for the amount you think is in error, so that you will have use of the money during the time it takes us to complete our investigation.

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XFER TO SAV	- Transfer to Savings Account
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XFER FROM CKG	- Transfer from Checking Account
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ADV CR CARD	- Advance from Credit Card

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IMPORTANT LINE OF CREDIT INFORMATION

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- **Dollar Amount :** The dollar amount of the suspected error.
- **Description of the Problem :** If you think there is an error on your bill, describe what you believe is wrong and why you believe it was a mistake.

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 - The charge in question may remain on your statement, and we may continue to charge you interest on that amount. But, if we determine that we made a mistake, you will not have to pay the amount in question or any interest or other fees related to that amount.
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 - We can apply any unpaid amount against your credit limit.

Explanation of Finance Charge: Your Finance Charge attributable to interest (hereinafter referred to as interest) is computed using the Average Daily Balance method.

Average Daily Balance method (Balance Subject to Interest Rate): Your interest is computed on all purchases and cash advances (collectively "advances") from the date each advance is posted until we receive payment in full (there is no grace period). We figure the interest on your line of credit by multiplying the daily periodic rate by the "Average Daily Balance" of your line of credit (including current transactions) and multiplying by the number of days in the billing cycle. To get the Average Daily Balance we take the beginning balance of your line of credit each day, add any new advances or debits, and subtract any payments and credits, any non-financed fees and unpaid interest. This gives us the daily balance. Then we add up all of your daily balances in the billing cycle and divide this total by the number of days in the billing cycle to get your Average Daily Balance.

CREDIT INFORMATION: If you believe we have reported inaccurate information about your account to a credit reporting agency, you may contact the credit reporting agency or write to us at:

Key Credit Research Department
P.O. Box 94518
Cleveland, Ohio 44101-4518

Please include your account number, a copy of your credit report reflecting the inaccurate information, name, address, city, state, and zip code, and an explanation of why you believe the information is inaccurate.

BALANCING YOUR ACCOUNT

Please examine your statement and paid check information upon receipt. Erasures, alterations or irregularities should be reported promptly in accordance with your account agreement. The suggested steps below will help you balance your account.

INSTRUCTIONS

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Enter into your check register and SUBTRACT:

- Checks or other deductions shown on our statement that you have *not* already entered.
- The "Service charges", if any, shown on your statement.

Enter into your check register and ADD:

- Deposits or other credits shown on your statement that you have *not* already entered.
- The "Interest earned" shown on your statement, if any.

4	List from your check register any checks or other deductions that are <i>not</i> shown on your statement.		
	Check # or Date	Amount	
	TOTAL →		\$

5	List any deposits from your check register that are <i>not</i> shown on your statement.		
	Date	Amount	
TOTAL →		\$	

6	Enter ending balance shown on your statement.		
	\$		

7	Add 5 and 6 and enter total here.		
	\$		

8	Enter total from 4.		
	\$		

9	Subtract 8 from 7 and enter difference here.		
	\$		

This amount should agree with your check register balance.			
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5:06 PM

02/02/17

CHARLTON FIRE DISTRICT #1
Reconciliation Summary
R8021 2286 APPARATUS, Period Ending 01/31/2017

	<u>Jan 31, 17</u>
Beginning Balance	55,008.46
Cleared Transactions	
Deposits and Credits - 1 item	<u>2.33</u>
Total Cleared Transactions	<u>2.33</u>
Cleared Balance	<u><u>55,010.79</u></u>
Register Balance as of 01/31/2017	55,010.79
Ending Balance	55,010.79



KeyBank
P.O. Box 93885
Cleveland, OH 44101-5885

Business Banking Statement
January 31, 2017
page 1 of 2

2294

T 81 00000 R EM T1
CHARLTON FIRE DISTRICT #1
EQUIPMENT CAPITAL RESERVES
PO BOX 1369
BALLSTON LAKE NY 12019-0369

Questions or comments?
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Key Business Silver Money Market Svgs
CHARLTON FIRE DISTRICT #1
EQUIPMENT CAPITAL RESERVES

2294

Beginning balance 12-31-16	\$125,145.79
Interest paid	+5.32
Ending balance 1-31-17	\$125,151.11

**Interest
earned**

Annual percentage yield (APY) earned	0.05%
Number of days this statement period	31
Interest paid 1-31-17	\$5.32
Interest earned this statement period	\$5.31
Interest paid year-to-date	\$5.32
Interest earned (2016)	\$53.02

995

5:06 PM

02/02/17

CHARLTON FIRE DISTRICT #1
Reconciliation Summary
R8021 2294 EQUIPMENT, Period Ending 02/01/2017

	<u>Feb 1, 17</u>
Beginning Balance	125,145.79
Cleared Transactions	
Deposits and Credits - 1 item	<u>5.32</u>
Total Cleared Transactions	<u>5.32</u>
Cleared Balance	<u><u>125,151.11</u></u>
Register Balance as of 02/01/2017	125,151.11
Ending Balance	125,151.11



KeyBank
P.O. Box 93885
Cleveland, OH 44101-5885

Business Banking Statement
January 31, 2017
page 1 of 2

2302

T 81 00000 R EM T1
CHARLTON FIRE DISTRICT #1
EMERGENCY REPAIR RESERVES
PO BOX 1369
BALLSTON LAKE NY 12019-0369

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CHARLTON FIRE DISTRICT #1
EMERGENCY REPAIR RESERVES

2302

Beginning balance 12-31-16	\$25,042.23
Interest paid	+1.06
Ending balance 1-31-17	\$25,043.29

**Interest
earned**

Annual percentage yield (APY) earned	0.05%
Number of days this statement period	31
Interest paid 1-31-17	\$1.06
Interest earned this statement period	\$1.06
Interest paid year-to-date	\$1.06
Interest earned (2016)	\$12.52

CUSTOMER ACCOUNT DISCLOSURES

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Customer Disputes
NY-31-17-0128
17 Corporate Woods Blvd
Albany, NY 12211**

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- The "Interest earned" shown on your statement, if any.

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02/02/17

CHARLTON FIRE DISTRICT #1
Reconciliation Summary
R8021 2302 EMERGENCY, Period Ending 01/31/2017

	<u>Jan 31, 17</u>
Beginning Balance	25,042.23
Cleared Transactions	
Deposits and Credits - 1 item	<u>1.06</u>
Total Cleared Transactions	<u>1.06</u>
Cleared Balance	<u><u>25,043.29</u></u>
Register Balance as of 01/31/2017	25,043.29
Ending Balance	25,043.29



KeyBank
P.O. Box 93885
Cleveland, OH 44101-5885

Business Banking Statement
January 31, 2017
page 1 of 2

2310

T 81 00000 R EM T1
CHARLTON FIRE DISTRICT #1
CAPITAL IMPROVEMENTS RESERVES
PO BOX 1369
BALLSTON LAKE NY 12019-0369

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Access your available accounts, transfer funds and view your transactions right from your PC.

Key Business Silver Money Market Svg	.2310	
CHARLTON FIRE DISTRICT #1		
CAPITAL IMPROVEMENTS RESERVES		
	Beginning balance 12-31-16	\$207,890.83
	Interest paid	+8.83
	Ending balance 1-31-17	\$207,899.66

**Interest
earned**

Annual percentage yield (APY) earned	0.05%
Number of days this statement period	31
Interest paid 1-31-17	\$8.83
Interest earned this statement period	\$8.82
Interest paid year-to-date	\$8.83
Interest earned (2016)	\$81.92

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*** KeyBank
Customer Disputes
NY-31-17-0128
17 Corporate Woods Blvd
Albany, NY 12211**

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Enter into your check register and ADD:

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- The "Interest earned" shown on your statement, if any.

4	List from your check register any checks or other deductions that are <i>not</i> shown on your statement.
Check # or Date	Amount
TOTAL →	\$

5	List any deposits from your check register that are <i>not</i> shown on your statement.
Date	Amount
TOTAL →	\$

6	Enter ending balance shown on your statement.
\$	

7	Add 5 and 6 and enter total here.
\$	

8	Enter total from 4.
\$	

9	Subtract 8 from 7 and enter difference here.
\$	

This amount should agree with your check register balance.	
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5:07 PM

02/02/17

CHARLTON FIRE DISTRICT #1

Reconciliation Summary

R8021 2310 CAPITAL IMPROVEMENTS, Period Ending 01/31/2017

	<u>Jan 31, 17</u>
Beginning Balance	207,890.83
Cleared Transactions	
Deposits and Credits - 1 item	<u>8.83</u>
Total Cleared Transactions	<u>8.83</u>
Cleared Balance	<u><u>207,899.66</u></u>
Register Balance as of 01/31/2017	207,899.66
Ending Balance	207,899.66

5:17 PM

02/02/17

Cash Basis

CHARLTON FIRE DISTRICT #1
YTD P & L BUDGET vs. ACTUAL
January 2017

	Jan 17	Budget	\$ Over Budget	% of Budget
Income				
A1001 REAL PROPERTY TAXES				
REAL PROPERTY TAXES	297,546.03	297,546.00	0.03	100.0%
Total A1001 REAL PROPERTY TAXES	297,546.03	297,546.00	0.03	100.0%
A2401 INTEREST & EARNINGS				
INTEREST & EARNINGS CHECKING	0.14	20.00	-19.86	0.7%
INTEREST & EARNINGS OPERATING	16.14	230.00	-213.86	7.0%
INTEREST & EARNINGS OTHER ACCTS	17.54	250.00	-232.46	7.0%
Total A2401 INTEREST & EARNINGS	33.82	500.00	-466.18	6.8%
A5031 INTERFUND TRANSFERS				
INTERFUND TRANSFERS	0.00			
Total A5031 INTERFUND TRANSFERS	0.00			
Total Income	297,579.85	298,046.00	-466.15	99.8%
Gross Profit	297,579.85	298,046.00	-466.15	99.8%
Expense				
A34101 FIRE PER SVC				
PERSONAL SERVICES				
FEDERAL INCOME TAX	188.00			
FICA EMPLOYEE	142.60			
MEDICARE EMPLOYEE	33.35			
SECRETARY WAGES	588.65	8,400.00	-7,811.35	7.0%
TREASURER WAGES	1,308.60	19,200.00	-17,891.40	6.8%
Total PERSONAL SERVICES	2,261.20	27,600.00	-25,338.80	8.2%
Total A34101 FIRE PER SVC	2,261.20	27,600.00	-25,338.80	8.2%
A34102 FIRE, EQUIP & CAP OUTLAY				
EQUIPMENT				
APPARATUS EQUIPMENT	0.00	1,000.00	-1,000.00	0.0%
BUILDING EQUIPMENT	0.00	1,000.00	-1,000.00	0.0%
EMS EQUIPMENT	0.00	1,000.00	-1,000.00	0.0%
FIREFIGHTER EQUIPMENT	0.00	3,000.00	-3,000.00	0.0%
HOSE REPLACEMENT	0.00	1,000.00	-1,000.00	0.0%
PERSONAL PROTECTIVE EQUIP	0.00	10,000.00	-10,000.00	0.0%
Total EQUIPMENT	0.00	17,000.00	-17,000.00	0.0%
Total A34102 FIRE, EQUIP & CAP OUTLAY	0.00	17,000.00	-17,000.00	0.0%

5:17 PM

02/02/17

Cash Basis

CHARLTON FIRE DISTRICT #1
YTD P & L BUDGET vs. ACTUAL
January 2017

	Jan 17	Budget	\$ Over Budget	% of Budget
A34104 FIRE PROTECTION				
ANNUAL AUDIT	0.00	4,000.00	-4,000.00	0.0%
APPARATUS MAINT/REPAIR	0.00	15,000.00	-15,000.00	0.0%
ASSOCIATION DUES	0.00	300.00	-300.00	0.0%
BANK FEES	44.50	300.00	-255.50	14.8%
BUILDING & GROUNDS MAINTENANCE	140.00	4,800.00	-4,660.00	2.9%
BUILDING & GROUNDS REPAIRS	0.00	4,300.00	-4,300.00	0.0%
COMMISSIONER TRAINING	0.00	500.00	-500.00	0.0%
DATA ENTRY-INCIDENT REPORTING	1,668.00	1,800.00	-132.00	92.7%
ELECTRIC & GAS	399.11	6,000.00	-5,600.89	6.7%
EMS SUPPLIES	0.00	3,000.00	-3,000.00	0.0%
EMS TRAINING	0.00	1,000.00	-1,000.00	0.0%
EQUIPMENT MAINT/REPAIR	0.00	1,000.00	-1,000.00	0.0%
FIRE PREVENTION	0.00	3,000.00	-3,000.00	0.0%
FIREFIGHTER PHYSICAL EXAMS	0.00	7,000.00	-7,000.00	0.0%
FIREFIGHTER TRAINING	0.00	2,000.00	-2,000.00	0.0%
FIREMATIC & REHAB SUPPLIES	0.00	1,200.00	-1,200.00	0.0%
FOAM	0.00	50.00	-50.00	0.0%
FOOD REIMBURSEMENTS	0.00	500.00	-500.00	0.0%
FUEL - BUILDING	1,482.59	4,000.00	-2,517.41	37.1%
FUEL - TRUCKS	0.00	5,000.00	-5,000.00	0.0%
HOSE/LADDER TESTING	0.00	1,200.00	-1,200.00	0.0%
INSPECTION OF DEPARTMENT	0.00	7,000.00	-7,000.00	0.0%
INSURANCE	0.00	20,000.00	-20,000.00	0.0%
INTERIOR FIREFIGHTING FIT TRAIN	0.00	900.00	-900.00	0.0%
LEGAL SERVICES	0.00	3,000.00	-3,000.00	0.0%
MISCELLANEOUS	70.00	500.00	-430.00	14.0%
PAGER REPAIR BATTERIES	0.00	1,000.00	-1,000.00	0.0%
PHYSICAL FITNESS	100.00	1,000.00	-900.00	10.0%
POSTAGE	0.00	400.00	-400.00	0.0%
PRINTING & SUPPLIES	0.00	1,000.00	-1,000.00	0.0%
PUBLIC NOTICES	5.16	200.00	-194.84	2.6%
SCBA PACK TESTING	0.00	1,000.00	-1,000.00	0.0%
TELEPHONE & CABLE	347.26	2,500.00	-2,152.74	13.9%
WASTE DISPOSAL	0.00	800.00	-800.00	0.0%
WATER	0.00	500.00	-500.00	0.0%
WEBSITE ADMINISTRATION	0.00	300.00	-300.00	0.0%
Total A34104 FIRE PROTECTION	4,256.62	106,050.00	-101,793.38	4.0%
A9030.8 SOCIAL SECURITY				
FICA EMPLOYER	142.60	1,800.00	-1,657.40	7.9%
MEDICARE EMPLOYER	33.35	400.00	-366.65	8.3%
Total A9030.8 SOCIAL SECURITY	175.95	2,200.00	-2,024.05	8.0%

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02/02/17
Cash Basis

CHARLTON FIRE DISTRICT #1
YTD P & L BUDGET vs. ACTUAL
January 2017

	Jan 17	Budget	\$ Over Budget	% of Budget
A9901.9 INTERFUND TRANSFERS				
TO APPARATUS CAPITAL RESERVES	0.00	50,000.00	-50,000.00	0.0%
TO CAPITAL IMPROVEMENT RESERVES	0.00	90,196.00	-90,196.00	0.0%
TO EQUIPMENT CAPITAL RESERVES	0.00	5,000.00	-5,000.00	0.0%
Total A9901.9 INTERFUND TRANSFERS	0.00	145,196.00	-145,196.00	0.0%
Total Expense	6,693.77	298,046.00	-291,352.23	2.2%
Net Income	290,886.08	0.00	290,886.08	100.0%