

Charlton Fire District Meeting Minutes

August 6, 2019

PUBLIC MEETING: The public meeting of the Charlton Fire District was called to order on August 6, 2019 at 7:10 p.m.

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

ABSENT:

1. Approval of Agenda

Motion to approve the agenda was made by Jeff Voigt and seconded by Steve Eichfeld.
Approved 5-0.

2. Approval of Minutes

Motion to approve last month's meeting minutes for 7/11 and 7/30 made by Jeff Voigt and seconded by Bob LeGere. Approved 5-0.

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: \$54,234.82
Payroll Account: \$19,584.99
Apparatus Capital Reserve: \$157,021.16
Equipment Capital Reserve: \$8,695.97
Emergency Capital Reserve: \$25,078.82
Capital Improvement Reserve: \$290,592.97

Total ending on Aug 2, 2019: \$555,208.73

Motion to pay outstanding bills was made by Jeff Voigt and seconded by Lee Roden.
Approved 5-0.

Motion to approve Treasurer's report made by Jeff Voigt and seconded by Kevin Loukes.
Approved 5-0.

5. Chief's Report

- a. Dean DeCapria presented Chief's Report.
14 calls for June:
5-EMS
4-Fire alarm
3-MVA
1-Gas leak
1-Water emergency

30 calls for July:

12-EMS

2-MVA

2-Fire alarm

12-Electrical emergency

1-Structure fire

1-Gas leak

- b. Car 18 mileage as of 8/6 is 46,946 and car 18-0 mileage as of 8/6 is 62,758.
- c. Assistant Chief Riehl is on medical leave until the end of the year. Captain Decapria has moved up to fill his position.
- d. Batteries for the Scott Paks have been purchased and installed.
- e. Firefighters Bobby Killeen, Dave Vinciguerra, Jake Katsberg and Jimmy Repice have completed FireFighter II training.
- f. The Chief is working with the town supervisor to address issues with the ambulance service.
- h. Annual maintenance and inspection of fire extinguishers have been completed.
- i. U183 blew a rear seal on the engine and was leaking oil. Repairs have been made.
- j. The remaining SCBA bottles have been sold to Victory Mills for \$2,500.
- k. Dean DeCapria presented purchase requests. (Motions under new business)

6. Committee Reports

- a. **Facilities Management (Kevin Loukes)**
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 (Steve Eichfeld)**
There is nothing to report at this time.
- e. **Staff Relations/Code of Ethics Committee (Leland Roden)**
There is nothing to report at this time.

7. Unfinished Business

- a. Moving the office trailer to the new property was discussed. ModSpace will move for \$400.00. Preparations are being made for the move.

Motion to approve ModSpace moving the trailer to the new property at a cost of \$400.00 made by Steve Eichfeld and seconded by Jeff Voigt. Approved 5-0.

8. New Business

- a. Purchasing a Builders Risk Policy to cover the new building during construction was discussed. Quotes for coverage were reviewed.
- b. The bond rating process was discussed and the preliminary official statement was reviewed. S&P Global will be handling the bond rating.
- c. Next year's budget was discussed. Appropriation of funds in each of the reserve accounts was reviewed.
- d. Secretary requested approval to reorder PO forms from Office Depot not to exceed \$75.00.
- e. A request was made to send some of the firefighters to a training through the NYS Association of Fire Chiefs at a membership cost of \$100 each.
- f. BOFC discussed transferring \$100,000 from the capital reserve account to the operating account to cover upcoming expenses.

Motion to approve the purchase of a Builders Risk Policy with Chubb for \$3,785.00 made by Jeff Voigt and seconded by Steve Eichfeld. Approved 5-0.

Motion to approve the secretary's request to reorder PO forms from Office Depot not to exceed \$75.00 made by Jeff Voigt and seconded by Lee Roden. Approved 5-0.

Motion to approve sending firefighters to the NYS Association of Fire Chiefs training not to exceed \$750.00 made by Jeff Voigt and seconded by Steve Eichfeld. Approved 5-0.

Motion to approve the transfer of \$100,000 from the capital reserve account to the operating account made by Jeff Voigt and seconded by Bob LeGere. Approved 5-0.

Motion to approve the purchase of EMS supplies from McKesson not to exceed \$300.00 made by Jeff Voigt and seconded by Lee Roden. Approved 5-0.

Motion to approve the purchase of gloves and hoods from MES for \$250.00 made by Jeff Voigt and seconded by Bob LeGere. Approved 5-0.

Motion to approve the purchase of six Motorola pagers from Pittsfield Communication not to exceed \$1,900.00 made by Jeff Voigt and seconded by Kevin Loukes. Approved 5-0.

9. Privilege of the Floor

Nothing to report

10. Adjournment

Motion to adjourn made by Jeff Voigt and seconded by Kevin Loukes 9:00 p.m.
Approved 5-0.

9:20 AM

06/05/19

Cash Basis

CHARLTON FIRE DISTRICT #1

Profit & Loss

July 2019

	Jul 19	Jun 19	\$ Change
Income			
A2401 INTEREST & EARNINGS			
INTEREST & EARNINGS CHECKING	2.51	2.72	-0.21
INTEREST & EARNINGS OPERATING	9.19	7.70	1.49
INTEREST & EARNINGS OTHER ACCTS	40.48	42.93	-2.45
INTEREST & EARNINGS INVESTMENTS	1,905.56	0.00	1,905.56
Total A2401 INTEREST & EARNINGS	1,957.74	53.35	1,904.39
Total Income	1,957.74	53.35	1,904.39
Gross Profit	1,957.74	53.35	1,904.39
Expense			
A90308 SOCIAL SECURITY			
MEDICARE EMPLOYER	33.35	33.35	0.00
FICA EMPLOYER	142.60	142.60	0.00
Total A90308 SOCIAL SECURITY	175.95	175.95	0.00
A34101 FIRE PER SVC			
PERSONAL SERVICES			
MEDICARE EMPLOYEE	33.35	33.35	0.00
NYS INCOME TAX	116.40	0.00	116.40
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	2,377.60	2,261.20	116.40
Total A34101 FIRE PER SVC	2,377.60	2,261.20	116.40
A34104 FIRE PROTECTION			
INSURANCE	-18.00	0.00	-18.00
WEBSITE ADMINISTRATION	0.00	45.00	-45.00
FIREFIGHTER TRAINING	0.00	500.00	-500.00
COMMISSIONER TRAINING	0.00	375.00	-375.00
BANK FEES	3.50	3.50	0.00
PUBLIC NOTICES	11.97	0.00	11.97
FUEL - BUILDING	12.00	778.57	-766.57
MISCELLANEOUS	53.50	273.45	-219.95
WATER	75.00	0.00	75.00
WASTE DISPOSAL	97.00	97.00	0.00
BUILDING & GROUNDS REPAIRS	107.92	0.00	107.92
ELECTRIC & GAS	192.86	227.32	-34.46
BUILDING & GROUNDS MAINTENANCE	257.48	278.07	-20.59
TELEPHONE & CABLE	334.03	368.75	-34.72
FUEL - TRUCKS	542.29	0.00	542.29
EMS SUPPLIES	573.71	0.00	573.71
APPARATUS MAINT/REPAIR	1,785.04	5,536.12	-3,751.08
Total A34104 FIRE PROTECTION	4,028.30	8,482.78	-4,454.48
A34102 FIRE, EQUIP & CAP OUTLAY			
BUILDING IMPROVEMENTS			
	140,940.39	41,149.02	99,791.37
Total A34102 FIRE, EQUIP & CAP OUTLAY	140,940.39	41,149.02	99,791.37
Total Expense	147,522.24	52,068.95	95,453.29
Net Income	-145,564.50	-52,015.60	-93,548.90

Good morning Andrew

Your last sign on was July 15, 2019 at 9:27 AM

**CHARLTON FIRE
DISTRICT #1's
Portfolio Value
6 Accounts**

As of 8/2/2019
\$555,208.73
Available Balance

Deposit Accounts
\$555,208.73

R8021 0712 OPERATING
0712

\$54,234.82

Available Balance as of Aug 02, 2019

R8021 0720 PAYROLL
0720

\$19,584.99

Available Balance as of Aug 02, 2019

R8021 2286 APPARATUS
2286

\$157,021.16

Available Balance as of Aug 02, 2019

R8021 2294 EQUIPMENT
2294

\$8,695.97

Available Balance as of Aug 02, 2019

R8021 2302 EMERGENCY
2302

\$25,078.82

Available Balance as of Aug 02, 2019

R8021 2310 CAPITAL IMPR...
2310

\$290,592.97

Available Balance as of Aug 02, 2019

[Help & Feedback](#)



9:19 AM

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

Cash Basis

	Jul 19	Jul 18
A200 CASH		
0712 OPERATING	54,234.82	228,849.68
0720 PAYROLL	21,482.24	21,167.10
Total A200 CASH	75,717.06	250,016.78
A230 CASH, SPECIAL RESERVES		
2286 APPARATUS	157,021.16	105,076.82
2294 EQUIPMENT	8,695.97	130,246.38
2302 EMERGENCY	25,078.82	25,062.03
2310 CAPITAL IMPROVEMENTS	290,592.97	298,296.07
Total A230 CASH, SPECIAL RESER...	481,388.92	558,681.30
TOTAL	557,105.98	808,698.08



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

Business Banking Statement
July 31, 2019
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0712

12 X 81 00012 R EM T1
CHARLTON FIRE DISTRICT #1
OPERATING ACCOUNT
PO BOX 1369
BALLSTON LAKE NY 12019-0369

Questions or comments?
Call our Key Business Resource Center
1-888-KEY4BIZ (1-888-539-4249)

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

KeyBank Business Interest Checking
CHARLTON FIRE DISTRICT #1
OPERATING ACCOUNT

0712

Beginning balance 6-30-19	\$58,194.32
2 Additions	+141,018.00
21 Subtractions	-144,983.19
Interest paid	+9.19
Net fees and charges	-3.50
Ending balance 7-31-19	\$54,234.82

Additions

Deposits	Date	Serial #	Source			
	7-12		Internet Trf Fr DDA 0.	2310	3290	\$141,000.00
	7-22		Deposit Branch 0081 New York			18.00
			Total additions			\$141,018.00

Subtractions

Paper Checks

* check missing from sequence

Check	Date	Amount	Check	Date	Amount	Check	Date	Amount
7844	7-18	\$28.36	7849	7-16	1,636.66	7853	7-16	70.40
7845	7-16	11.97	7850	7-18	21,406.05	7854	7-18	239.34
7846	7-19	35.00	7851	7-17	101,186.00	7855	7-31	75.00
*7848	7-17	120.02	7852	7-18	18,162.50	7856	7-22	573.71
						Paper Checks Paid		\$143,545.01

Withdrawals	Date	Serial #	Location			
	7-12		Bill Pay:Ferrellgas	511576	Kbqcudhh	\$12.00
	7-12		Bill Pay:Verizon	518399	Gbccldhh	45.95
	7-12		Bill Pay:Time Warner Cable	106007	Nbxczdhh	88.08

0712 - 03290

0712

Subtractions

(con't)

Withdrawals Date	Serial #	Location	
7-12		Bill Pay:Waste Connections 6910-1 3Bqcpdhh	97.00
7-12		Bill Pay:Kevin G Riehl N/A 7Bvcwdhh	100.00
7-12		Bill Pay:Dean DE Capria N/A Qb5Cwdhh	100.00
7-12		Bill Pay:National Grid 51564- Gbmcdhh	192.86
7-12		Bill Pay:Tri City Janitoria N/A Lbtcdhh	260.00
7-12		Bill Pay:Town of Charlton N/A Sb5Cvdhh	542.29
Total subtractions			\$144,983.19

Interest earned

Annual percentage yield (APY) earned	0.13%
Number of days this statement period	31
Interest paid 7-31-19	\$9.19
Interest earned this statement period	\$9.18
Interest paid year-to-date	\$52.97

Fees and charges

Date		Quantity	Unit Charge	
7-31-19	Imaged Items With Statement Charge	1	3.50	-\$3.50
7-31-19	Duplicate Statement Service Charge	1	5.00	-5.00
7-31-19	Service Charge Waive To Relationship Pricing	1	5.00	+5.00
7-31-19	Paper Statement Fee	1	3.00	-3.00
7-31-19	Service Charge Waive To Relationship Pricing	1	3.00	+3.00
Fees and charges assessed this period				-\$3.50

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

- 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.

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
ADV CR 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:

- **Account Information :** Your name and account number.
- **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.

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

- We investigate whether or not there has been an error, and if so, we correct it.
- We cannot try to collect the amount in question, or report you as delinquent on that amount.
- 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.
- While you do not have to pay the amount in question, you are responsible for the remainder of your balance.
- We can apply any unpaid amount against your credit limit.

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:

ny 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

① Verify and check off in your check register each deposit, check or other transaction shown on this statement.

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

[illegible]

9:12 AM

08/05/19

CHARLTON FIRE DISTRICT #1
Reconciliation Summary
0712 OPERATING, Period Ending 07/31/2019

	Jul 31, 19
Beginning Balance	58,194.32
Cleared Transactions	
Checks and Payments - 25 items	-145,568.40
Deposits and Credits - 7 items	141,608.90
Total Cleared Transactions	-3,959.50
Cleared Balance	<u>54,234.82</u>
Register Balance as of 07/31/2019	54,234.82
Ending Balance	54,234.82

9:12 AM

08/05/19

CHARLTON FIRE DISTRICT #1
Reconciliation Detail
0712 OPERATING, Period Ending 07/31/2019

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						58,194.32
Cleared Transactions						
Checks and Payments - 25 items						
Check	07/11/2019	7851	H2M ARCHITECTS ...	X	-101,186.00	-101,186.00
Check	07/11/2019	7850	NAPIERALA CONS...	X	-21,406.05	-122,592.05
Check	07/11/2019	7852	HUEBER-BREUER ...	X	-18,162.50	-140,754.55
Check	07/11/2019	7849	VANDER MOLEN FL...	X	-1,636.66	-142,391.21
General Journal	07/11/2019	17	MCKESSON MMS ...	X	-573.71	-142,964.92
Check	07/11/2019	7856	MCKESSON MMS ...	X	-573.71	-143,538.63
Check	07/11/2019	7854	FASNY FCU CARD...	X	-239.34	-143,777.97
Check	07/11/2019	7848	SARATOGA AUTO ...	X	-120.02	-143,897.99
Check	07/11/2019	7855	TOWN OF CHARLT...	X	-75.00	-143,972.99
Check	07/11/2019	7853	BURNT HILLS HAR...	X	-70.40	-144,043.39
Check	07/11/2019	7846	SCOTIA LINEN	X	-35.00	-144,078.39
Check	07/11/2019	7844	CHRISTIAN DE CA...	X	-28.36	-144,106.75
Check	07/11/2019	7845	THE DAILY GAZET...	X	-11.97	-144,118.72
Check	07/12/2019		TOWN OF CHARLT...	X	-542.29	-144,661.01
Check	07/12/2019		TRI CITY JANITORI...	X	-260.00	-144,921.01
Check	07/12/2019		NATIONAL GRID	X	-192.86	-145,113.87
Check	07/12/2019		DEAN DECAPRIA	X	-100.00	-145,213.87
Check	07/12/2019		KEVIN RIEHL	X	-100.00	-145,313.87
Check	07/12/2019		COUNTY WASTE	X	-97.00	-145,410.87
Check	07/12/2019		TIME WARNER	X	-88.08	-145,498.95
Check	07/12/2019		VERIZON	X	-45.95	-145,544.90
Check	07/12/2019		FERRELLGAS	X	-12.00	-145,556.90
Check	07/31/2019		DUPLICATE STMT ...	X	-5.00	-145,561.90
Check	07/31/2019		IMAGED ITEMS WI...	X	-3.50	-145,565.40
Check	07/31/2019		PAPER STATEMEN...	X	-3.00	-145,568.40
Total Checks and Payments					-145,568.40	-145,568.40
Deposits and Credits - 7 items						
Check	07/11/2019	7847	MCKESSON MMS ...	X	0.00	0.00
General Journal	07/11/2019	17R	MCKESSON MMS ...	X	573.71	573.71
Transfer	07/11/2019		TRANSFER TO OP...	X	141,000.00	141,573.71
Deposit	07/22/2019		Deposit	X	18.00	141,591.71
Deposit	07/31/2019		KEYBANK	X	3.00	141,594.71
Deposit	07/31/2019		KEYBANK	X	5.00	141,599.71
Deposit	07/31/2019		INTEREST PAYMENT	X	9.19	141,608.90
Total Deposits and Credits					141,608.90	141,608.90
Total Cleared Transactions					-3,959.50	-3,959.50
Cleared Balance					-3,959.50	54,234.82
Register Balance as of 07/31/2019					-3,959.50	54,234.82
Ending Balance					-3,959.50	54,234.82



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

Business Banking Statement
July 31, 2019
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0720

X 81 00000 R EM T1

CHARLTON FIRE DISTRICT #1
PAYROLL ACCOUNT
PO BOX 1369
BALLSTON LAKE NY 12019-0369

Questions or comments?
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KeyBank Business Interest Checki
CHARLTON FIRE DISTRICT #1
PAYROLL ACCOUNT

0720

Beginning balance 6-30-19	\$24,033.28
4 Subtractions	-2,553.55
Interest paid	+2.51
Ending balance 7-31-19	\$21,482.24

Subtractions

Withdrawals Date	Serial #	Location	
7-1		Bill Pay:First New York Fcu 108600 Ubrcv2Gv	\$588.65
7-1		Bill Pay:Sunmark Federal Cr 124890 Sb7Cs26V	1,308.60
7-18		Direct Withdrawal, lrs Usataxpymt	539.90
7-19		Direct Withdrawal, Nys Dtf Wt Tax Paymnt	116.40
Total subtractions			\$2,553.55

Interest earned

Annual percentage yield (APY) earned	0.13%
Number of days this statement period	31
Interest paid 7-31-19	\$2.51
Interest earned this statement period	\$2.50
Interest paid year-to-date	\$19.22

Fees and charges

Date		Quantity	Unit Charge	
7-31-19	Duplicate Statement Service Charge	1	5.00	-\$5.00
7-31-19	Service Charge Waive To Relationship Pricing	1	5.00	+\$5.00

0720 - 03290

Business Banking Statement
 July 31, 2019
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0720

Fees and
 charges
 (con't)

Date		Quantity	Unit Charge	
7-31-19	Paper Statement Fee	1	3.00	-3.00
7-31-19	Service Charge Waive To Relationship Pricing	1	3.00	+3.00
Fees and charges this period				\$0.00

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

- 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.

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
ADV CR 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:

- **Account Information :** Your name and account number.
- **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.

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:

- We cannot try to collect the amount in question, or report you as delinquent on that amount.
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Enter into your check register and SUBTRACT:

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- 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.

[illegible]

9:13 AM

08/05/19

CHARLTON FIRE DISTRICT #1
Reconciliation Summary
0720 PAYROLL, Period Ending 07/31/2019

	Jul 31, 19
Beginning Balance	24,033.28
Cleared Transactions	
Checks and Payments - 6 Items	-2,561.55
Deposits and Credits - 3 Items	10.51
Total Cleared Transactions	-2,551.04
Cleared Balance	<u>21,482.24</u>
Register Balance as of 07/31/2019	21,482.24
Ending Balance	21,482.24

9:13 AM

08/05/19

CHARLTON FIRE DISTRICT #1
Reconciliation Detail
0720 PAYROLL, Period Ending 07/31/2019

Type	Date	Num	Name	Clr	Amount	Balance
						24,033.28
Beginning Balance						
Cleared Transactions						
Checks and Payments - 6 items						
Check	07/01/2019		ANDREW G. LA PA...	X	-1,308.60	-1,308.60
Check	07/01/2019		Sharon B Cronin	X	-588.65	-1,897.25
Check	07/18/2019		DIRECT WITHDRA...	X	-539.90	-2,437.15
Check	07/19/2019		DIRECT WITHDRA...	X	-116.40	-2,553.55
Check	07/31/2019		DUPLICATE STMT ...	X	-5.00	-2,558.55
Check	07/31/2019		PAPER STATEMEN...	X	-3.00	-2,561.55
Total Checks and Payments					-2,561.55	-2,561.55
Deposits and Credits - 3 items						
Deposit	07/31/2019		INTEREST PAYMENT	X	2.51	2.51
Deposit	07/31/2019		KEYBANK	X	3.00	5.51
Deposit	07/31/2019		KEYBANK	X	5.00	10.51
Total Deposits and Credits					10.51	10.51
Total Cleared Transactions					-2,551.04	-2,551.04
Cleared Balance					-2,551.04	21,482.24
Register Balance as of 07/31/2019					-2,551.04	21,482.24
Ending Balance					-2,551.04	21,482.24



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

Business Banking Statement
July 31, 2019
page 1 of 3

2286

T 81 00000 R EM T1

CHARLTON FIRE DISTRICT #1
APPARATUS CAPITAL RESERVE
PO BOX 1369
BALLSTON LAKE NY 12019-0369

Questions or comments?
Call our Key Business Resource Center
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Key Business Silver Money Market Svg
CHARLTON FIRE DISTRICT #1
APPARATUS CAPITAL RESERVE

2286

Beginning balance 6-30-19	\$57,012.48
2 Additions	+100,000.00
Interest paid	+8.68
Ending balance 7-31-19	\$157,021.16

Additions

Transfers Date	Serial #	Source	
7-18		Transfer From Kbcm	\$1,905.56
7-18		Transfer From Kbcm	98,094.44
		Total additions	\$100,000.00

2286 - 03290

12286

**Interest
earned**

Annual percentage yield (APY) earned	0.10%
Number of days this statement period	31
Interest paid 7-31-19	\$8.68
Interest earned this statement period	\$8.67
Interest paid year-to-date	\$30.07

9:14 AM

08/05/19

CHARLTON FIRE DISTRICT #1
Reconciliation Summary
2286 APPARATUS, Period Ending 06/30/2019

	Jun 30, 19
Beginning Balance	57,012.48
Cleared Transactions	
Deposits and Credits - 3 items	100,008.68
Total Cleared Transactions	100,008.68
Cleared Balance	157,021.16
Register Balance as of 06/30/2019	157,021.16
Ending Balance	157,021.16

9:14 AM

08/05/19

CHARLTON FIRE DISTRICT #1
Reconciliation Detail
2286 APPARATUS, Period Ending 06/30/2019

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						57,012.48
Cleared Transactions						
Deposits and Credits - 3 items						
Deposit	07/18/2019		TRANSFER FROM ...	X	1,905.56	1,905.56
Transfer	07/18/2019			X	98,094.44	100,000.00
Deposit	07/31/2019		INTEREST PAYMENT	X	8.68	100,008.68
Total Deposits and Credits					100,008.68	100,008.68
Total Cleared Transactions					100,008.68	100,008.68
Cleared Balance					100,008.68	157,021.16
Register Balance as of 06/30/2019					100,008.68	157,021.16
Ending Balance					<u>100,008.68</u>	<u>157,021.16</u>



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

Business Banking Statement
July 31, 2019
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2294

T 81 00000 R EM T1

CHARLTON FIRE DISTRICT #1
EQUIPMENT CAPITAL RESERVES
PO BOX 1369
BALLSTON LAKE NY 12019-0369

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Key Business Silver Money Mark.
CHARLTON FIRE DISTRICT #1
EQUIPMENT CAPITAL RESERVES

2294

Beginning balance 6-30-19	\$8,695.23
Interest paid	+0.74
Ending balance 7-31-19	\$8,695.97

Interest earned

Annual percentage yield (APY) earned	0.10%
Number of days this statement period	31
Interest paid 7-31-19	\$0.74
Interest earned this statement period	\$0.73

02294 - 03290

2920

12294

Interest
earned
(con't)

Interest paid year-to-date

\$3.27

9:15 AM

08/05/19

CHARLTON FIRE DISTRICT #1
Reconciliation Summary
2294 EQUIPMENT, Period Ending 08/01/2019

	Aug 1, 19	
Beginning Balance		8,695.23
Cleared Transactions		
Deposits and Credits - 1 item	0.74	
Total Cleared Transactions	0.74	
Cleared Balance		8,695.97
Register Balance as of 08/01/2019		8,695.97
Ending Balance		8,695.97



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

Business Banking Statement
July 31, 2019
page 1 of 3

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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Key Business Silver Money Market Sv
CHARLTON FIRE DISTRICT #1
EMERGENCY REPAIR RESERVES

2302

Beginning balance 6-30-19	\$25,076.69
Interest paid	+2.13
Ending balance 7-31-19	\$25,078.82

Interest earned

Annual percentage yield (APY) earned	0.10%
Number of days this statement period	31
Interest paid 7-31-19	\$2.13
Interest earned this statement period	\$2.12

12302

Interest
earned
(con't)

Interest paid year-to-date

\$11.54

CUSTOMER ACCOUNT DISCLOSURES

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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.

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
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ADV CR CARD	- Advance from Credit Card

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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 93895, Cleveland, OH 44101-4825.

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- **Dollar Amount :** The dollar amount of the suspected error.
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Cleveland, Ohio 44101-4518

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

[illegible]

9:15 AM

08/05/19

CHARLTON FIRE DISTRICT #1
Reconciliation Summary
2302 EMERGENCY, Period Ending 07/31/2019

	Jul 31, 19
Beginning Balance	25,076.69
Cleared Transactions	
Deposits and Credits - 1 item	2.13
Total Cleared Transactions	2.13
Cleared Balance	<u>25,078.82</u>
Register Balance as of 07/31/2019	25,078.82
Ending Balance	25,078.82



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

Business Banking Statement
July 31, 2019
page 1 of 3

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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Key Business Silver Money Market Svgs
CHARLTON FIRE DISTRICT #1
CAPITAL IMPROVEMENTS RESERVES

2310

Beginning balance 6-30-19	\$431,564.04
1 Subtraction	-141,000.00
Interest paid	+28.93
Ending balance 7-31-19	\$290,592.97

Subtractions

Withdrawals	Date	Serial #	Location			
	7-12		Internet Trf To DDA C	0712	3290	\$141,000.00
Total subtractions						\$141,000.00

2310 - 03290

2767

12310

**Interest
earned**

Annual percentage yield (APY) earned	0.10%
Number of days this statement period	31
Interest paid 7-31-19	\$28.93
Interest earned this statement period	\$28.92
Interest paid year-to-date	\$194.48

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- The "Service charges", if any, shown on your statement.

[illegible]

9:16 AM

08/05/19

CHARLTON FIRE DISTRICT #1
Reconciliation Summary
2310 CAPITAL IMPROVEMENTS, Period Ending 07/31/2019

	Jul 31, 19
Beginning Balance	431,564.04
Cleared Transactions	
Checks and Payments - 1 item	-141,000.00
Deposits and Credits - 1 item	28.93
Total Cleared Transactions	-140,971.07
Cleared Balance	<u>290,592.97</u>
Register Balance as of 07/31/2019	290,592.97
Ending Balance	290,592.97

9:16 AM

08/05/19

CHARLTON FIRE DISTRICT #1
Reconciliation Detail
2310 CAPITAL IMPROVEMENTS, Period Ending 07/31/2019

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						431,564.04
Cleared Transactions						
Checks and Payments - 1 item						
Transfer	07/11/2019		TRANSFER TO CA...	X	-141,000.00	-141,000.00
Total Checks and Payments					-141,000.00	-141,000.00
Deposits and Credits - 1 item						
Deposit	07/31/2019		INTEREST PAYMENT	X	28.93	28.93
Total Deposits and Credits					28.93	28.93
Total Cleared Transactions					-140,971.07	-140,971.07
Cleared Balance					-140,971.07	290,592.97
Register Balance as of 07/31/2019					-140,971.07	290,592.97
Ending Balance					<u>-140,971.07</u>	<u>290,592.97</u>

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

January through July 2019

Cash Basis

	Jan - Jul 19	Budget	\$ Over Budget	% of Budget
Income				
A1001 REAL PROP TXS	0.00	0.00	0.00	0.0%
A1001 REAL PROPERTY TAXES	300,016.10	300,016.00	0.10	100.0%
REAL PROPERTY TAXES				
Total A1001 REAL PROPERTY TAXES	300,016.10	300,016.00	0.10	100.0%
A2401 INTEREST & EARNINGS				
INTEREST & EARNINGS CHECKING	19.22			
INTEREST & EARNINGS INVESTMENTS	3,871.15			
INTEREST & EARNINGS OPERATING	52.97			
INTEREST & EARNINGS OTHER ACCTS	239.36			
A2401 INTEREST & EARNINGS - Other	0.00	500.00	-500.00	0.0%
Total A2401 INTEREST & EARNINGS	4,182.70	500.00	3,682.70	836.5%
A2665 SALES OF PROPERTY				
SALE OF EQUIPMENT	7,100.00			
Total A2665 SALES OF PROPERTY	7,100.00			
Total Income	311,298.80	300,516.00	10,782.80	103.6%
Gross Profit	311,298.80	300,516.00	10,782.80	103.6%
Expense				
A34101 FIRE PER SVC				
PERSONAL SERVICES				
FEDERAL INCOME TAX	1,316.00			
FICA EMPLOYEE	998.20			
MEDICARE EMPLOYEE	233.45			
NYS INCOME TAX	349.20			
SECRETARY WAGES	4,120.55	8,400.00	-4,279.45	49.1%
TREASURER WAGES	9,160.20	19,200.00	-10,039.80	47.7%
Total PERSONAL SERVICES	16,177.60	27,600.00	-11,422.40	58.6%
Total A34101 FIRE PER SVC	16,177.60	27,600.00	-11,422.40	58.6%
A34102 FIRE, EQUIP & CAP OUTLAY				
BUILDING IMPROVEMENTS	273,090.69			
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	60.07	3,000.00	-2,939.93	2.0%
HOSE REPLACEMENT	0.00	800.00	-800.00	0.0%
PERSONAL PROTECTIVE EQUIP	78,444.00	8,000.00	72,444.00	1,307.4%
Total EQUIPMENT	78,504.07	12,800.00	65,704.07	613.3%
Total A34102 FIRE, EQUIP & CAP OUTLAY	351,594.76	12,800.00	338,794.76	2,746.8%
A34104 FIRE PROTECTION				
ANNUAL AUDIT	0.00	4,000.00	-4,000.00	0.0%
APPARATUS MAINT/REPAIR	13,044.65	15,000.00	-1,955.35	87.0%
ASSOCIATION DUES	550.00	200.00	350.00	275.0%
BANK FEES	24.50	300.00	-275.50	8.2%
BUILDING & GROUNDS MAINTENANCE	3,671.59	4,800.00	-1,128.41	76.5%
BUILDING & GROUNDS REPAIRS	347.92	4,300.00	-3,952.08	8.1%
COMMISSIONER TRAINING	475.00	300.00	175.00	158.3%
DATA ENTRY-INCIDENT REPORTING	0.00	2,500.00	-2,500.00	0.0%
ELECTRIC & GAS	2,286.90	4,000.00	-1,713.10	57.2%
EMS SUPPLIES	1,020.37	2,000.00	-979.63	51.0%
EMS TRAINING	0.00	500.00	-500.00	0.0%
EQUIPMENT MAINT/REPAIR	58.23	1,000.00	-941.77	5.8%
FIRE PREVENTION	2,376.14	3,000.00	-623.86	79.2%
FIREFIGHTER PHYSICAL EXAMS	0.00	7,000.00	-7,000.00	0.0%
FIREFIGHTER TRAINING	500.00	1,000.00	-500.00	50.0%
FIREMATIC & REHAB SUPPLIES	0.00	800.00	-800.00	0.0%
FOAM	0.00	50.00	-50.00	0.0%
FOOD REIMBURSEMENTS	105.31	300.00	-194.69	35.1%
FUEL - BUILDING	2,691.12	4,000.00	-1,308.88	67.3%
FUEL - TRUCKS	1,448.70	3,500.00	-2,051.30	41.4%
HOSE/LADDER TESTING	0.00	1,000.00	-1,000.00	0.0%
INSPECTION OF DEPARTMENT	7,409.11	7,000.00	409.11	105.8%
INSURANCE	22,938.94	20,000.00	2,938.94	114.7%
INTERIOR FIREFIGHTING FIT TRAIN	644.00	800.00	-156.00	80.5%
LEGAL SERVICES	0.00	3,000.00	-3,000.00	0.0%
MISCELLANEOUS	738.44	500.00	238.44	147.7%

CHARLTON FIRE DISTRICT #1
YTD P & L BUDGET vs. ACTUAL
January through July 2019

Cash Basis

	Jan - Jul 19	Budget	\$ Over Budget	% of Budget
PAGER REPAIR BATTERIES	0.00	1,200.00	-1,200.00	0.0%
PHYSICAL FITNESS	300.00	800.00	-500.00	37.5%
POSTAGE	341.00	400.00	-59.00	85.3%
PRINTING & SUPPLIES	450.21	800.00	-349.79	56.3%
PUBLIC NOTICES	11.97	200.00	-188.03	6.0%
SCBA PACK TESTING	0.00	1,000.00	-1,000.00	0.0%
TELEPHONE & CABLE	2,355.55	2,500.00	-144.45	94.2%
WASTE DISPOSAL	679.00	800.00	-121.00	84.9%
WATER	283.54	500.00	-216.46	56.7%
WEBSITE ADMINISTRATION	145.00	200.00	-55.00	72.5%
Total A34104 FIRE PROTECTION	64,897.19	99,050.00	-34,152.81	65.5%
A90308 SOCIAL SECURITY				
FICA EMPLOYER	998.20			
MEDICARE EMPLOYER	233.45	400.00	-166.55	58.4%
A90308 SOCIAL SECURITY - Other	0.00	1,800.00	-1,800.00	0.0%
Total A90308 SOCIAL SECURITY	1,231.65	2,200.00	-968.35	56.0%
A99019 INTERFUND TRANSFERS				
TO APPARATUS CAPITAL RESERVES	0.00	50,000.00	-50,000.00	0.0%
TO CAPITAL IMPROVEMENT RESERVES	0.00	108,866.00	-108,866.00	0.0%
TO PAYROLL ACCOUNT	0.00			
Total A99019 INTERFUND TRANSFERS	0.00	158,866.00	-158,866.00	0.0%
Total Expense	433,901.20	300,516.00	133,385.20	144.4%
Net Income	-122,802.40	0.00	-122,802.40	100.0%