

Charlton Fire District Meeting Minutes
October 6, 2020

PUBLIC MEETING: The public meeting of the Charlton Fire District was called to order on October 6, 2020 at 7:05 p.m.

PRESENT: Jeff Voigt (Chairman), Bob LeGere, Steve Eichfeld (7:30), Leland Roden, Kevin Loukes, 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 Kevin Loukes. Approved 4-0.

2. Approval of Minutes

Motion to approve last month's meeting minutes made by Jeff Voigt and seconded by Bob LeGere. 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: \$224,781.25
Payroll Account: \$12,442.80
Apparatus Capital Reserve: \$157,115.45
Equipment Capital Reserve: \$8,701.20
Emergency Capital Reserve: \$25,093.68
Capital Improvement Reserve: \$4,329.34
Bond Account: \$207,768.39

Total ending on October 1, 2020: \$640,232.26

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

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

Motion to approve the transfer of \$16,120.33 from the bond account to the operating account made by Jeff Voigt seconded by Leland Roden. Approved 4-0.

Motion to approve construction bills made by Jeff Voigt and seconded by Kevin Loukes. Approved 4-0.

5. Chief's Report

- a. Dean DeCapria presented Chief's Report. 11 calls for the month:
 - 8-EMS
 - 3-Fire alarm

- b. Car 18 mileage as of 10/1 is 54,550 and car 18-0 mileage as of 10/1 is 65,825.
- c. SCBA bottle stem needs to be replaced. Bottle is leaking.
- d. Chainsaws are not working properly. Cost to replace will be comparable to repairing them.
- e. Two pulse oximeters have reached their lifespan and are in need of replacement.
- f. Firefighter has been suspended for thirty days for insubordination.
- g. 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 (Leland Roden)**
Report under Unfinished Business.
- e. **Staff Relations/Code of Ethics Committee (Steve Eichfeld)**
There is nothing to report at this time.

7. Unfinished Business

- a. Commissioner Kevin Loukes discussed issues regarding the claim that the CFD shed had been moved. The chief indicated that the shed has been repaired.
- b. The board received and reviewed two bids for lawn care/snow plowing services for the new firehouse for 2020-2021. ProCut bid for \$23,820.00 was accepted by the board.
- c. There is a buyer for the old firehouse. A separate septic system is required. The old firehouse currently shares a septic system with the old town hall. Plans have been engineered for a new septic system. Additional information on prevailing wage is needed in order to move forward with bids.
- d. The discussion on purchasing a compressor was tabled. Quote is good until the end of the year.
- e. CKM will be coming out to install an outlet for the sediment system and to remove the smoke detector covers.
- f. Overhead door came and caulked areas of bay doors to prevent leakage.

- g. The board has requested a quote from Bast Hatfield to install a walkway from the back bay door to the sidewalk.

Motion to approve the 2020-2021 ProCut lawn care/snow plowing bid of \$23,820 made by Jeff Voigt seconded by Bob LeGere. Approved 5-0.

8. New Business

- a. The Budget Hearing is Tuesday, October 20th at 7 pm. The secretary will place notification in the Gazette.
- b. Derek Swartz requested use of the firehouse for a birthday party. It was denied due to COVID restrictions.

Motion to approve the secretary to place Budget Hearing notification in the Gazette made by Jeff Voigt seconded by Steve Eichfeld. Approved 5-0.

Motion to approve purchase of RIT Pak for \$100.00 from MES made by Jeff Voigt seconded by Leland Roden. Approved 5-0.

Motion to approve the purchase of two pulse oximeters from McKesson not to exceed \$275.00 made by Jeff Voigt seconded by Steve Eichfeld. Approved 5-0.

Motion to approve the purchase of two chainsaws from Emerich's for \$284.97 each made by Jeff Voigt seconded by Steve Eichfeld. Approved 5-0.

Motion to approve payment of Staples furniture invoice for \$11,414.00 made by Jeff Voigt seconded by Leland Roden. Approved 5-0.

9. Privilege of the Floor

Steve Dyer presented a letter from Aaron Dyer. The letter addressed fire code concerns regarding the installation of the stove and exhaust hoods.

Trent Mitchell requested non-smoking signs be installed at the fire department and that smoking be prohibited anywhere on the property.

10. Adjournment

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

3:07 PM
 10/05/20
 Cash Basis

CHARLTON FIRE DISTRICT #1
Profit & Loss
September 2020

	Sep 20	Aug 20	\$ Change
Income			
A2401 INTEREST & EARNINGS			
INTEREST & EARNINGS OTHER ACCTS	3.34	4.44	-1.10
Total A2401 INTEREST & EARNINGS	3.34	4.44	-1.10
Total Income	3.34	4.44	-1.10
Gross Profit	3.34	4.44	-1.10
Expense			
A34102 FIRE, EQUIP & CAP OUTLAY			
EQUIPMENT			
PERSONAL PROTECTIVE EQUIP	0.00	79.66	-79.66
Total EQUIPMENT	0.00	79.66	-79.66
Total A34102 FIRE, EQUIP & CAP OUTLAY	0.00	79.66	-79.66
A90308 SOCIAL SECURITY			
FICA EMPLOYER	0.00	285.20	-285.20
MEDICARE EMPLOYER	0.00	66.70	-66.70
Total A90308 SOCIAL SECURITY	0.00	351.90	-351.90
A34101 FIRE PER SVC			
PERSONAL SERVICES			
FEDERAL INCOME TAX	0.00	376.00	-376.00
FICA EMPLOYEE	0.00	285.20	-285.20
MEDICARE EMPLOYEE	0.00	66.70	-66.70
SECRETARY WAGES	588.65	588.65	0.00
TREASURER WAGES	1,308.60	1,308.60	0.00
Total PERSONAL SERVICES	1,897.25	2,625.15	-727.90
Total A34101 FIRE PER SVC	1,897.25	2,625.15	-727.90
H34102 NEW FIREHOUSE			
200 NEW BLDG CONSTRUCTION PHASE			
201.1 BAST HATFIELD	0.00	19,106.00	-19,106.00
205 H2M - ARCHITECTURAL DESIGN	0.00	8,492.50	-8,492.50
206 NAPIERALA & ASSOCIATES	0.00	3,085.50	-3,085.50
206.1 CKM ELECTRICAL	0.00	22,641.01	-22,641.01
206.2 TRI-VALLEY P&L - HVAC	0.00	56,980.02	-56,980.02
206.3 TRI-VALLEY P&L - PLUMBING	0.00	14,614.25	-14,614.25
207 INSPECTIONS	0.00	500.00	-500.00
209 JOB SITE CONSUMABLES	73.95	4,987.96	-4,924.01
Total 200 NEW BLDG CONSTRUCTION PHASE	73.95	130,417.24	-130,343.29
300 OWNERS EXPENSES & MISC			
301 FIRE DEPT FFE ALLOWANCE	8,133.22	46,056.78	-37,923.56
Total 300 OWNERS EXPENSES & MISC	8,133.22	46,056.78	-37,923.56
Total H34102 NEW FIREHOUSE	8,207.17	176,474.02	-168,266.85
A34104 FIRE PROTECTION			
INSURANCE	0.00	-220.00	220.00
FUEL - BUILDING	0.00	12.00	-12.00
FOOD REIMBURSEMENTS	0.00	162.62	-162.62
PRINTING & SUPPLIES	0.00	18.96	-18.96
MISCELLANEOUS	0.00	700.00	-700.00
EMS SUPPLIES	0.00	368.37	-368.37
PUBLIC NOTICES	10.26	0.00	10.26
BANK FEES	44.00	0.00	44.00
ELECTRIC	64.71	152.62	-87.91
EMS TRAINING	100.00	335.00	-235.00
WASTE DISPOSAL	118.00	494.64	-376.64
FUEL - TRUCKS	169.77	145.67	24.10
TELEPHONE & CABLE	178.64	258.80	-80.16
DATA ENTRY-INCIDENT REPORTING	198.33	0.00	198.33
BUILDING & GROUNDS MAINTENANCE	584.48	1,008.23	-423.75
APPARATUS MAINT/REPAIR	1,483.87	1,029.42	454.45
FIREFIGHTER PHYSICAL EXAMS	6,480.00	0.00	6,480.00
Total A34104 FIRE PROTECTION	9,432.06	4,466.33	4,965.73

3:07 PM
10/05/20
Cash Basis

CHARLTON FIRE DISTRICT #1
Profit & Loss
September 2020

	Sep 20	Aug 20	\$ Change
A97107 DEBT INTEREST, SERIAL BO INTEREST ON BONDS	51,353.13	0.00	51,353.13
Total A97107 DEBT INTEREST, SERIAL BO	51,353.13	0.00	51,353.13
A97106 DEBT PRINCIPAL, SERIAL B PRINCIPAL ON BONDS	75,000.00	0.00	75,000.00
Total A97106 DEBT PRINCIPAL, SERIAL B	75,000.00	0.00	75,000.00
Total Expense	145,889.61	183,997.06	-38,107.45
Net Income	-145,886.27	-183,992.62	38,106.35

3:06 PM

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

Cash Basis

	<u>Sep 20</u>	<u>Sep 19</u>
A200 CASH		
0712 OPERATING	224,781.20	60,711.64
0720 PAYROLL	12,442.80	16,611.52
	<hr/>	<hr/>
Total A200 CASH	237,224.00	77,323.16
A230 CASH, SPECIAL RESERVES		
2286 APPARATUS	157,115.45	157,047.40
2294 EQUIPMENT	8,701.20	8,697.43
2302 EMERGENCY	25,093.88	25,083.02
2310 CAPITAL IMPROVEMENTS	4,329.34	4,327.53
2528 NEW FIREHOUSE	207,768.39	3,608,934.28
	<hr/>	<hr/>
Total A230 CASH, SPECIAL RESER...	403,008.26	3,804,089.66
TOTAL	<hr/> <u>640,232.26</u>	<hr/> <u>3,881,412.82</u>

Keybank National Association Bank Totals Sep 30, 2020			
Date	Account Name	Account #	Balances
9/30/2020	OPERATING ACCOUNT	XXXXXXXXX0712	\$224,781.20
9/30/2020	PAYROLL ACCOUNT	XXXXXXXXX0720	\$12,442.80
9/30/2020	CHARLTON FIRE DISTRICT #1	XXXXXXXXX2528	\$207,768.39
9/30/2020	APPARATUS CAPITAL RESERVE	XXXXXXXXX2286	\$157,115.45
9/30/2020	EQUIPMENT CAPITAL RESERVES	XXXXXXXXX2294	\$8,701.20
9/30/2020	EMERGENCY REPAIR RESERVES	XXXXXXXXX2302	\$25,093.88
9/30/2020	CAPITAL IMPROVEMENTS RESERVES	XXXXXXXXX2310	\$4,329.34
		2020-09-30 :	
		Total Balances:	\$640,232.26



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

Public Sector Statement
 September 30, 2020
 page 1 of 3

0712

17 X 81 00017 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)

Public Transaction Bas #0712
 CHARLTON FIRE DISTRICT #1
 OPERATING ACCOUNT

Beginning balance 8-31-20	\$360,566.39
1 Addition	+8,207.17
19 Subtractions	-143,948.36
Net fees and charges	-44.00
Ending balance 9-30-20	\$224,781.20

Additions

Transfers Date	Serial #	Source			
9-10		Trf Fr DDA	2528	3290	\$8,207.17
Total additions					\$8,207.17

Subtractions

Paper Checks * check missing from sequence

Check	Date	Amount	Check	Date	Amount	Check	Date	Amount
8088	9-10	\$530.00	8094	9-2	100.00	8100	9-8	54.48
8089	9-9	169.77	8095	9-8	198.33	8101	9-8	1,483.87
8090	9-8	118.00	8096	9-11	460.00	8102	9-9	3,974.83
8091	9-11	64.71	8097	9-8	6,480.00	8103	9-17	104.09
8092	9-10	78.64	8098	9-8	10.26	8104	9-16	1,404.25
8093	9-8	100.00	8099	9-14	2,264.00			
Paper Checks Paid								\$17,595.23

Withdrawals Date	Serial #	Location		
9-14	664011	Wire Withdrawal	The Depository T 7306	\$75,000.00
9-14	663899	Wire Withdrawal	The Depository T 6776	51,353.13
Total subtractions				\$143,948.36

10712

**Interest
 earned**

Number of days this statement period	30
Interest paid year-to-date	\$15.20

**Fees and
 charges**

<i>Date</i>		<i>Quantity</i>	<i>Unit Charge</i>	
9-14-20	Fedwire Service Charge	1	22.00	-\$22.00
9-14-20	Fedwire Service Charge	1	22.00	-22.00
Fees and charges assessed this period				-\$44.00



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.
- 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.

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

- ① 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:

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

2:59 PM

10/05/20

CHARLTON FIRE DISTRICT #1
Reconciliation Summary
0712 OPERATING, Period Ending 08/31/2020

	<u>Aug 31, 20</u>
Beginning Balance	360,566.39
Cleared Transactions	
Checks and Payments - 21 items	-143,992.36
Deposits and Credits - 1 item	8,207.17
	<u> </u>
Total Cleared Transactions	-135,785.19
	<u> </u>
Cleared Balance	<u>224,781.20</u>
Register Balance as of 08/31/2020	224,781.20
Ending Balance	224,781.20

CHARLTON FIRE DISTRICT #1
Reconciliation Detail
0712 OPERATING, Period Ending 08/31/2020

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						360,566.39
Cleared Transactions						
Checks and Payments - 21 items						
Check	09/01/2020	8097	ROBERT HALBIG, ...	X	-6,480.00	-6,480.00
Check	09/01/2020	8102	FASNY FCU CARD...	X	-3,974.83	-10,454.83
Check	09/01/2020	8099	H2O SOLUTIONS I...	X	-2,264.00	-12,718.83
Check	09/01/2020	8101	VANDER MOLEN FI...	X	-1,483.87	-14,202.70
Check	09/01/2020	8088	TRI CITY JANITORI...	X	-530.00	-14,732.70
Check	09/01/2020	8096	MES	X	-460.00	-15,192.70
Check	09/01/2020	8095	EMERGENCY REP...	X	-198.33	-15,391.03
Check	09/01/2020	8089	TOWN OF CHARLT...	X	-169.77	-15,560.80
Check	09/01/2020	8090	COUNTY WASTE	X	-118.00	-15,678.80
Check	09/01/2020	8103	BURNT HILLS HAR...	X	-104.09	-15,782.89
Check	09/01/2020	8093	DEAN DECAPRIA	X	-100.00	-15,882.89
Check	09/01/2020	8094	KEVIN RIEHL	X	-100.00	-15,982.89
Check	09/01/2020	8092	SPECTRUM	X	-78.64	-16,061.53
Check	09/01/2020	8091	NATIONAL GRID	X	-64.71	-16,126.24
Check	09/01/2020	8100	LOWE'S	X	-54.48	-16,180.72
Check	09/01/2020	8098	THE DAILY GAZET...	X	-10.26	-16,190.98
Check	09/09/2020	8104	NAPIERALA CONS...	X	-1,404.25	-17,595.23
Check	09/14/2020		CHASE NYC	X	-75,000.00	-92,595.23
Check	09/14/2020		CHASE NYC	X	-51,353.13	-143,948.36
Check	09/14/2020		KEYBANK	X	-22.00	-143,970.36
Check	09/14/2020		KEYBANK	X	-22.00	-143,992.36
Total Checks and Payments					-143,992.36	-143,992.36
Deposits and Credits - 1 item						
Check	09/10/2020		TRANSFER TO OP...	X	8,207.17	8,207.17
Total Deposits and Credits					8,207.17	8,207.17
Total Cleared Transactions					-135,785.19	-135,785.19
Cleared Balance					-135,785.19	224,781.20
Register Balance as of 08/31/2020					-135,785.19	224,781.20
Ending Balance					-135,785.19	224,781.20



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

Public Sector Statement
September 30, 2020
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0720

2 X 81 00002 R EM TL
 CHARLTON FIRE DISTRICT #1
 PAYROLL 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)

Public Transaction Basic 00720
 CHARLTON FIRE DISTRICT #1
 PAYROLL ACCOUNT

Beginning balance 8-31-20	\$14,340.05
2 Subtractions	-1,897.25
Ending balance 9-30-20	\$12,442.80

Subtractions

Paper Checks * check missing from sequence

<i>Check</i>	<i>Date</i>	<i>Amount</i>	<i>Check</i>	<i>Date</i>	<i>Amount</i>	
1012	9-2	\$588.65	1013	9-4	1,308.60	
					Paper Checks Paid	\$1,897.25

Interest earned

Number of days this statement period	30
Interest paid year-to-date	\$0.38

3:01 PM
10/05/20

CHARLTON FIRE DISTRICT #1
Reconciliation Summary
0720 PAYROLL, Period Ending 09/30/2020

	<u>Sep 30, 20</u>
Beginning Balance	14,340.05
Cleared Transactions	
Checks and Payments - 2 items	<u>-1,897.25</u>
Total Cleared Transactions	<u>-1,897.25</u>
Cleared Balance	<u>12,442.80</u>
Register Balance as of 09/30/2020	12,442.80
Ending Balance	12,442.80

3:01 PM

10/05/20

CHARLTON FIRE DISTRICT #1
Reconciliation Detail
0720 PAYROLL, Period Ending 09/30/2020

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						14,340.05
Cleared Transactions						
Checks and Payments - 2 items						
Check	09/01/2020	1013	ANDREW G. LA PA...	X	-1,308.60	-1,308.60
Check	09/01/2020	1012	Sharon B Cronin	X	-588.65	-1,897.25
Total Checks and Payments					-1,897.25	-1,897.25
Total Cleared Transactions					-1,897.25	-1,897.25
Cleared Balance					-1,897.25	12,442.80
Register Balance as of 09/30/2020					-1,897.25	12,442.80
Ending Balance					-1,897.25	12,442.80



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

Public Sector Statement
September 30, 2020
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12528

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

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

Public Transaction Basic Interest 2528
CHARLTON FIRE DISTRICT #1

Beginning balance 8-31-20	\$215,973.83
1 Subtraction	-8,207.17
Interest paid	+1.73
Ending balance 9-30-20	\$207,768.39

Subtractions

Transfers	Date	Serial #	Destination			
	9-10		Trf To DDA 1	.0712	3290	\$8,207.17
Total subtractions						\$8,207.17

Interest earned

Annual percentage yield (APY) earned	0.01%
Number of days this statement period	30
Interest paid 9-30-20	\$1.73
Interest earned this statement period	\$1.72
Interest paid year-to-date	\$423.28

3:02 PM

10/05/20

CHARLTON FIRE DISTRICT #1
Reconciliation Summary
2528 NEW FIREHOUSE, Period Ending 09/30/2020

	<u>Sep 30, 20</u>
Beginning Balance	215,973.83
Cleared Transactions	
Checks and Payments - 1 item	-8,207.17
Deposits and Credits - 1 item	1.73
Total Cleared Transactions	<u>-8,205.44</u>
Cleared Balance	<u>207,768.39</u>
Register Balance as of 09/30/2020	207,768.39
Ending Balance	207,768.39



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

Public Sector Statement
September 30, 2020
 page 1 of 2

J2286

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
 1-888-KEY4BIZ (1-888-539-4249)

Public Savings J2286
 CHARLTON FIRE DISTRICT #1
 APPARATUS CAPITAL RESERVE

Beginning balance 8-31-20	\$157,114.16
Interest paid	+1.29
Ending balance 9-30-20	\$157,115.45

Interest earned

Annual percentage yield (APY) earned	0.01%
Number of days this statement period	30
Interest paid 9-30-20	\$1.29
Interest earned this statement period	\$1.28
Interest paid year-to-date	\$45.89

3:02 PM

10/05/20

CHARLTON FIRE DISTRICT #1
Reconciliation Summary
2286 APPARATUS, Period Ending 08/31/2020

	<u>Aug 31, 20</u>
Beginning Balance	157,114.16
Cleared Transactions	
Deposits and Credits - 1 item	<u>1.29</u>
Total Cleared Transactions	<u>1.29</u>
Cleared Balance	<u>157,115.45</u>
Register Balance as of 08/31/2020	157,115.45
Ending Balance	157,115.45



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

Public Sector Statement
 September 30, 2020
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2294

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

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

Public Saving .2294
 CHARLTON FIRE DISTRICT #1
 EQUIPMENT CAPITAL RESERVES

Beginning balance 8-31-20	\$8,701.12
Interest paid	+0.08
Ending balance 9-30-20	\$8,701.20

Interest earned

Annual percentage yield (APY) earned	0.01%
Number of days this statement period	30
Interest paid 9-30-20	\$0.08
Interest earned this statement period	\$0.07
Interest paid year-to-date	\$2.55

3:03 PM

10/05/20

CHARLTON FIRE DISTRICT #1
Reconciliation Summary
2294 EQUIPMENT, Period Ending 10/01/2020

	<u>Oct 1, 20</u>
Beginning Balance	8,701.12
Cleared Transactions	
Deposits and Credits - 1 item	<u>0.08</u>
Total Cleared Transactions	<u>0.08</u>
Cleared Balance	<u>8,701.20</u>
Register Balance as of 10/01/2020	8,701.20
Ending Balance	8,701.20



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Cleveland, OH 44101-5885

Public Sector Statement
September 30, 2020
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2302

T 81 00000 R EM T1

CHARLTON FIRE DISTRICT #1
EMERGENCY REPAIR RESERVES
PO BOX 1369
BALLSTON LAKE NY 12019-0369

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

Public Savings 2302
CHARLTON FIRE DISTRICT #1
EMERGENCY REPAIR RESERVES

Beginning balance 8-31-20	\$25,093.68
Interest paid	+0.20
Ending balance 9-30-20	\$25,093.88

Interest earned

Annual percentage yield (APY) earned	0.01%
Number of days this statement period	30
Interest paid 9-30-20	\$0.20
Interest earned this statement period	\$0.20
Interest paid year-to-date	\$7.32

3:04 PM
10/05/20

CHARLTON FIRE DISTRICT #1
Reconciliation Summary
2302 EMERGENCY, Period Ending 09/30/2020

	<u>Sep 30, 20</u>
Beginning Balance	25,093.68
Cleared Transactions	
Deposits and Credits - 1 item	<u>0.20</u>
Total Cleared Transactions	<u>0.20</u>
Cleared Balance	<u>25,093.88</u>
Register Balance as of 09/30/2020	25,093.88
Ending Balance	25,093.88



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

Public Sector Statement
September 30, 2020
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02310

T 81 00000 R EM T1

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

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

Public Savings : 02310
 CHARLTON FIRE DISTRICT #1
 CAPITAL IMPROVEMENTS RESERVES

Beginning balance 8-31-20	\$4,329.30
Interest paid	+0.04
Ending balance 9-30-20	\$4,329.34

Interest earned

Annual percentage yield (APY) earned	0.01%
Number of days this statement period	30
Interest paid 9-30-20	\$0.04
Interest earned this statement period	\$0.03
Interest paid year-to-date	\$1.27

3:05 PM

10/05/20

CHARLTON FIRE DISTRICT #1
Reconciliation Summary
2310 CAPITAL IMPROVEMENTS, Period Ending 09/30/2020

	<u>Sep 30, 20</u>
Beginning Balance	4,329.30
Cleared Transactions	
Deposits and Credits - 1 item	<u>0.04</u>
Total Cleared Transactions	<u>0.04</u>
Cleared Balance	<u>4,329.34</u>
Register Balance as of 09/30/2020	4,329.34
Ending Balance	4,329.34

CHARLTON FIRE DISTRICT #1
YTD P & L BUDGET vs. ACTUAL
 January through September 2020

Cash Basis

	Jan - Sep 20	Budget	\$ Over Budget	% of Budget
Income				
A1001 REAL PROP TXS	482,581.23			
A1901 REAL PROPERTY TAXES				
REAL PROPERTY TAXES	0.00	482,581.00		0.0%
Total A1001 REAL PROPERTY TAXES	0.00	482,581.00		0.0%
A2401 INTEREST & EARNINGS				
INTEREST & EARNINGS CHECKING	0.38			
INTEREST & EARNINGS OPERATING	15.20			
INTEREST & EARNINGS OTHER ACCTS	327.74			
A2401 INTEREST & EARNINGS - Other	0.00	500.00		0.0%
Total A2401 INTEREST & EARNINGS	343.32	500.00		68.7%
A2665 SALES OF PROPERTY				
SALE OF EQUIPMENT	103.28			
Total A2665 SALES OF PROPERTY	103.28			
A2680 INSURANCE RECOVERIES				
INSURANCE RECOVERIES	4,564.39			
Total A2680 INSURANCE RECOVERIES	4,564.39			
A2690 OTHER COMPENSATION	95.00			
H2401 INTEREST & EARNINGS	152.57			
Total Income	487,839.79	483,081.00	4,758.79	101.0%
Gross Profit	487,839.79	483,081.00	4,758.79	101.0%
Expense				
A34101 FIRE PER SVC				
PERSONAL SERVICES				
FEDERAL INCOME TAX	2,207.80			
FICA EMPLOYEE	855.60			
MEDICARE EMPLOYEE	200.10			
NYS INCOME TAX	349.20			
SECRETARY WAGES	5,297.85	8,400.00		63.1%
TREASURER WAGES	11,777.40	19,200.00		61.3%
Total PERSONAL SERVICES	20,687.95	27,600.00		75.0%
Total A34101 FIRE PER SVC	20,687.95	27,600.00		75.0%
A34102 FIRE, EQUIP & CAP OUTLAY				
BUILDING IMPROVEMENTS				
EQUIPMENT	26,428.00			
APPARATUS EQUIPMENT	0.00	1,000.00		0.0%
BUILDING EQUIPMENT	0.00	1,000.00		0.0%
EMS EQUIPMENT	0.00	1,000.00		0.0%
FIREFIGHTER EQUIPMENT	0.00	3,000.00		0.0%
HOSE REPLACEMENT	0.00	800.00		0.0%
PERSONAL PROTECTIVE EQUIP	11,880.66	6,000.00	5,880.66	198.0%
Total EQUIPMENT	11,880.66	12,800.00		92.8%
Total A34102 FIRE, EQUIP & CAP OUTLAY	38,308.66	12,800.00	25,508.66	299.3%
A34104 FIRE PROTECTION				
ANNUAL AUDIT	3,500.00	4,000.00		87.5%
APPARATUS MAINT/REPAIR	17,716.55	15,000.00	2,716.55	118.1%
ASSOCIATION DUES	0.00	200.00		0.0%
BANK FEES	69.50	300.00		23.2%
BUILDING & GROUNDS MAINTENANCE	5,060.29	4,800.00	260.29	105.4%
BUILDING & GROUNDS REPAIRS	22.57	4,300.00		0.5%
COMMISSIONER TRAINING	0.00	300.00		0.0%
DATA ENTRY-INCIDENT REPORTING	198.33	2,500.00		7.9%
ELECTRIC	1,956.94	4,000.00		48.9%
EMS SUPPLIES	2,187.42	2,000.00	187.42	109.4%
EMS TRAINING	1,030.00	500.00	530.00	206.0%
EQUIPMENT MAINT/REPAIR	34.28	1,000.00		3.4%
FIRE PREVENTION	1,717.94	3,000.00		57.3%
FIREFIGHTER PHYSICAL EXAMS	6,480.00	7,000.00		92.6%
FIREFIGHTER TRAINING	614.80	1,000.00		61.5%
FIREMATIC & REHAB SUPPLIES	0.00	600.00		0.0%
FOAM	1,550.00	50.00	1,500.00	3,100.0%
FOOD REIMBURSEMENTS	247.67	300.00		82.6%
FUEL - BUILDING	2,936.04	4,000.00		73.4%

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

Cash Basis

January through September 2020

	Jan - Sep 20	Budget	\$ Over Budget	% of Budget
FUEL - TRUCKS	1,527.68	3,500.00		43.6%
HOSE/LADDER TESTING	1,085.10	1,000.00	85.10	108.5%
INSPECTION OF DEPARTMENT	7,110.38	7,000.00	110.38	101.6%
INSURANCE	22,122.85	30,000.00		73.7%
INTERIOR FIREFIGHTING FIT TRAIN	420.00	800.00		52.5%
LEGAL SERVICES	0.00	3,000.00		0.0%
MISCELLANEOUS	1,441.53	500.00	941.53	288.3%
PAGER REPAIR BATTERIES	0.00	1,200.00		0.0%
PHYSICAL FITNESS	125.00	800.00		15.6%
POSTAGE	55.00	400.00		13.8%
PRINTING & SUPPLIES	575.88	800.00		72.0%
PUBLIC NOTICES	238.26	200.00	38.26	119.1%
SCBA PACK TESTING	0.00	1,000.00		0.0%
TELEPHONE & CABLE	3,051.21	2,500.00	551.21	122.0%
WASTE DISPOSAL	1,016.64	800.00	216.64	127.1%
WATER	285.46	500.00		57.1%
WEBSITE ADMINISTRATION	140.00	200.00		70.0%
Total A34104 FIRE PROTECTION	84,517.34	109,050.00		77.5%
A90308 SOCIAL SECURITY				
FICA EMPLOYER	855.60	1,800.00		47.5%
MEDICARE EMPLOYER	200.10	400.00		50.0%
Total A90308 SOCIAL SECURITY	1,055.70	2,200.00		48.0%
A90408 WORKER'S COMPENSATION	262.00			
A97106 DEBT PRINCIPAL, SERIAL B				
PRINCIPAL ON BONDS	75,000.00	75,000.00	0.00	100.0%
Total A97106 DEBT PRINCIPAL, SERIAL B	75,000.00	75,000.00	0.00	100.0%
A97107 DEBT INTEREST, SERIAL BO				
INTEREST ON BONDS	101,565.07	101,565.00	0.07	100.0%
Total A97107 DEBT INTEREST, SERIAL BO	101,565.07	101,565.00	0.07	100.0%
A99019 INTERFUND TRANSFERS				
TO APPARATUS CAPITAL RESERVES	0.00	50,000.00		0.0%
TO CAPITAL IMPROVEMENT RESERVES	0.00	48,866.00		0.0%
TO EQUIPMENT CAPITAL RESERVES	0.00	56,000.00		0.0%
Total A99019 INTERFUND TRANSFERS	0.00	154,866.00		0.0%
H34102 NEW FIREHOUSE				
200 NEW BLDG CONSTRUCTION PHASE				
201.1 BAST HATFIELD	966,285.59			
204.1 HUEBERBREUER - OFF STAFF	9,475.00			
204.2 HB - FIELD STAFF EXPENSE	99,840.00			
204.3 HB OVERHEAD & PROFIT	57,474.00			
205 H2M - ARCHITECTURAL DESIGN	28,752.00			
206 NAPIERALA & ASSOCIATES	3,085.50			
206.1 CKM ELECTRICAL	258,436.70			
206.2 TRI-VALLEY P&L - HVAC	244,799.89			
206.3 TRI-VALLEY P&L - PLUMBING	160,647.30			
207 INSPECTIONS	5,318.70			
208 UTILITIES COST	22,660.06			
209 JOB SITE CONSUMABLES	16,388.62			
Total 200 NEW BLDG CONSTRUCTION PHASE	1,873,173.38			
300 OWNERS EXPENSES & MISC				
301 FIRE DEPT FFE ALLOWANCE	149,515.22			
Total 300 OWNERS EXPENSES & MISC	149,515.22			
400 PROFESSIONAL SERVICES				
401 OFFICE EXPENSE/NOTICES	55.00			
403 ACCOUNTING SERVICES	0.00			
404 FINANCES & LEGAL FEES	0.00			
Total 400 PROFESSIONAL SERVICES	55.00			
Total H34102 NEW FIREHOUSE	2,022,743.60			
Total Expense	2,344,140.32	483,081.00	1,861,059.32	485.2%
Net Income		0.00		100.0%