

Charlton Fire District Meeting Minutes
February 2, 2021

PUBLIC MEETING: The public meeting of the Charlton Fire District was called to order on
February 2, 2021 at 6:47 p.m.

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

ABSENT: None

1. Approval of Agenda

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

2. Approval of Minutes

Motion to approve last month's meeting minutes made by Jeff Voigt and seconded by
Leland Roden. 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: \$36,980.11
Payroll Account: \$1,790.50
Apparatus Capital Reserve: \$207,121.54
Equipment Capital Reserve: \$64,702.39
Emergency Capital Reserve: \$25,094.73
Capital Improvement Reserve: \$48,330.19
Bond Account: \$98,474.73
Total ending on February 1, 2021: \$482,494.19

- d. Treasurer reported that the annual tax levy check will be available next week for pick up
at the town hall.

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

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

Motion to approve the transfer of \$33,748.02 from the bond account to the operating account
was made by Jeff Voigt and seconded by Steve Eichfeld. Approved 5-0.

5. Chief's Report

- a. Kevin Riehl presented the Chief's Report. 16 calls for the month:
 - 8-EMS
 - 2-Structure fire
 - 1-Fire alarm
 - 4-MVA
 - 1-Gas leak
- b. Car 18 mileage as of 2/2 is 57,860 and car 18-0 mileage as of 2/2 is 66,402.
- c. 18-1 is being serviced for a power steering leak.
- d. The air compressor will be moved to the fire department this month. MES will uninstall it from the BH station and install it in CFD. Estimated cost to should be no more than \$5,000.
- e. The Installation Banquet has been cancelled due to covid restrictions.
- f. NYSDOH has a PCR recording program that CFD will be implementing soon. More information to follow at the next meeting.
- g. One of the Scott bottles failed at the last structure fire and is being repaired by MES under warranty.
- h. A safety capture device for harness for the self-rescue training simulator needs to be purchased. Should be no more than \$400.
- i. New firefighter, Nick Klehn, needs to be approved and added to insurance rolls.

6. Committee Reports

- a. **Facilities Management (Kevin Loukes)**
See Unfinished Business
- b. **Apparatus and Equipment (Steve Eichfeld)**
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)**
There is nothing to report at this time.
- e. **Staff Relations/Code of Ethics Committee (Amanda Gannon)**
There is nothing to report at this time.

7. Unfinished Business

- a. Cameras/wiring install quotes were discussed. The quote from Entegrity for \$7,682.00 was approved.
- b. Septic system installation has been completed. Finish work for seeding/grading will be done in the spring. A payment of \$26,000 will be made to Flynn Excavating. Final payment of \$2,500 will be made upon completion of finish work.
- c. Warranty updates were discussed. Pressure switch and light switch are not working. The part for the CO detector has been on order and will be installed on Thursday.

- d. Status of retainage for Bast Hatfield was discussed. Remaining \$32,756.00 will be paid.
- e. Designated smoking area was discussed. Location will be by the back shed.
- f. The status of the old firehouse was discussed. \$3,500 was taken off the sale price for the electrical that needs to be done. The raised septic system has been installed. The buyer presented his plan to the town board. The fire district is waiting on the town for the final approval.

Motion to approve camera/wiring quote from Entegrity for \$7,682.00 made by Jeff Voigt and seconded by Leland Roden. Approved-4. Abstained-1.

Motion to approve payment of \$26,000 to Flynn Excavating made by Jeff Voigt and seconded by Kevin Loukes. Approved 5-0.

Motion to approve compressor installation not to exceed \$5,000 made by Jeff Voigt and seconded by Leland Roden. Approved 5-0.

Motion to approve designated smoking area made by Jeff Voigt and seconded by Steve Eichfeld. Approved 5-0.

Motion to approve retainage to Bast Hatfield made by Jeff Voigt and seconded by Steve Eichfeld. Approved 5-0.

8. New Business

- a. Marcus Maringola presented annual review of insurance policies. Adjustments to coverage were made.
- b. Commissioner training for new commissioner, Amanda Gannon, was approved.

Motion to approve adjustments to insurance policies made by Jeff Voigt and seconded by Steve Eichfeld. Approved 5-0.

Motion to approve commissioner training for Amanda Gannon made by Jeff Voigt and seconded by Leland Roden. Approved 5-0.

Motion to approve new fireman, Nick Klen, made by Jeff Voigt and seconded by Leland Roden. Approved 5-0.

Motion to approve the purchase of a safety capture device not to exceed \$400 made by Jeff Voigt and seconded by Kevin Loukes. Approved 5-0.

9. Privilege of the Floor

Chief DeCapria expressed to the BOFC how proud he was of the firemen and all the hard work they put into the Charlton Fire Department.

10. Adjournment

Motion to adjourn made by Jeff Voigt and seconded by Steve Eichfeld 8:45 p.m. Approved 5-0.

CHARLTON FIRE DISTRICT #1

YTD P & L BUDGET vs. ACTUAL

January 2021

Cash Basis

	Jan 21	Budget	\$ Over Budget	% of Budget
Income				
A1001 REAL PROPERTY TAXES				
REAL PROPERTY TAXES	0.00	482,581.00	-482,581.00	0.0%
Total A1001 REAL PROPERTY TAXES	0.00	482,581.00	-482,581.00	0.0%
A2401 INTEREST & EARNINGS				
INTEREST & EARNINGS OTHER ACCTS	2.94			
A2401 INTEREST & EARNINGS - Other	0.00	500.00	-500.00	0.0%
Total A2401 INTEREST & EARNINGS	2.94	500.00	-497.06	0.6%
H2401 INTEREST & EARNINGS	0.95			
Total Income	3.89	483,081.00	-483,077.11	0.0%
Gross Profit	3.89	483,081.00	-483,077.11	0.0%
Expense				
A34101 FIRE PER SVC				
PERSONAL SERVICES				
NYS INCOME TAX	45.90			
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	1,943.15	27,600.00	-25,656.85	7.0%
Total A34101 FIRE PER SVC	1,943.15	27,600.00	-25,656.85	7.0%
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	800.00	-800.00	0.0%
PERSONAL PROTECTIVE EQUIP	0.00	4,000.00	-4,000.00	0.0%
Total EQUIPMENT	0.00	10,800.00	-10,800.00	0.0%
Total A34102 FIRE, EQUIP & CAP OUTLAY	0.00	10,800.00	-10,800.00	0.0%
A34104 FIRE PROTECTION				
ANNUAL AUDIT	0.00	4,000.00	-4,000.00	0.0%
APPARATUS MAINT/REPAIR	26.08	15,000.00	-14,973.92	0.2%
ASSOCIATION DUES	0.00	200.00	-200.00	0.0%
BANK FEES	25.00	2,300.00	-2,275.00	1.1%
BUILDING & GROUNDS MAINTENANCE	530.00	15,000.00	-14,470.00	3.5%
BUILDING & GROUNDS REPAIRS	518.38	1,500.00	-981.62	34.6%
COMMISSIONER TRAINING	0.00	200.00	-200.00	0.0%
DATA ENTRY-INCIDENT REPORTING	0.00	3,000.00	-3,000.00	0.0%
ELECTRIC	1,312.77	8,000.00	-6,687.23	16.4%
EMS DATA ENTRY PACKAGE	3,186.65			
EMS SUPPLIES	0.00	2,000.00	-2,000.00	0.0%
EMS TRAINING	0.00	500.00	-500.00	0.0%
EQUIPMENT MAINT/REPAIR	0.00	1,000.00	-1,000.00	0.0%
FIRE PREVENTION	2,551.32	3,000.00	-448.68	85.0%
FIREFIGHTER PHYSICAL EXAMS	0.00	7,000.00	-7,000.00	0.0%
FIREFIGHTER TRAINING	0.00	1,000.00	-1,000.00	0.0%
FIREMATIC & REHAB SUPPLIES	0.00	600.00	-600.00	0.0%
FOAM	0.00	50.00	-50.00	0.0%
FOOD REIMBURSEMENTS	0.00	300.00	-300.00	0.0%
FUEL - BUILDING	1,371.28	3,000.00	-1,628.72	45.7%
FUEL - TRUCKS	98.12	3,500.00	-3,401.88	2.8%
HOSE/LADDER TESTING	0.00	1,000.00	-1,000.00	0.0%
INSPECTION OF DEPARTMENT	0.00	7,000.00	-7,000.00	0.0%
INSURANCE	0.00	30,000.00	-30,000.00	0.0%
INTERIOR FIREFIGHTING FIT TRAIN	0.00	800.00	-800.00	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	800.00	-800.00	0.0%
PHYSICAL FITNESS	0.00	600.00	-600.00	0.0%
POSTAGE	0.00	400.00	-400.00	0.0%
PRINTING & SUPPLIES	0.00	800.00	-800.00	0.0%
PUBLIC NOTICES	11.97	200.00	-188.03	6.0%
TELEPHONE & CABLE	519.48	4,000.00	-3,480.52	13.0%
WASTE DISPOSAL	59.00	1,000.00	-941.00	5.9%

CHARLTON FIRE DISTRICT #1

YTD P & L BUDGET vs. ACTUAL

Cash Basis

January 2021

	Jan 21	Budget	\$ Over Budget	% of Budget
WATER	215.46			
WEBSITE ADMINISTRATION	60.00	200.00	-140.00	30.0%
Total A34104 FIRE PROTECTION	10,555.51	121,450.00	-110,894.49	8.7%
A90308 SOCIAL SECURITY				
FICA EMPLOYER	0.00	1,800.00	-1,800.00	0.0%
MEDICARE EMPLOYER	0.00	400.00	-400.00	0.0%
Total A90308 SOCIAL SECURITY	0.00	2,200.00	-2,200.00	0.0%
A90408 WORKER'S COMPENSATION	0.00	300.00	-300.00	0.0%
A97106 DEBT PRINCIPAL, SERIAL B				
PRINCIPAL ON BONDS	0.00	80,000.00	-80,000.00	0.0%
Total A97106 DEBT PRINCIPAL, SERIAL B	0.00	80,000.00	-80,000.00	0.0%
A97107 DEBT INTEREST, SERIAL BO				
INTEREST ON BONDS	0.00	98,956.00	-98,956.00	0.0%
Total A97107 DEBT INTEREST, SERIAL BO	0.00	98,956.00	-98,956.00	0.0%
A99019 INTERFUND TRANSFERS				
TO APPARATUS CAPITAL RESERVES	0.00	60,000.00	-60,000.00	0.0%
TO CAPITAL IMPROVEMENT RESERVES	0.00	41,775.00	-41,775.00	0.0%
TO EQUIPMENT CAPITAL RESERVES	0.00	40,000.00	-40,000.00	0.0%
Total A99019 INTERFUND TRANSFERS	0.00	141,775.00	-141,775.00	0.0%
H34102 NEW FIREHOUSE				
200 NEW BLDG CONSTRUCTION PHASE				
201.1 BAST HATFIELD	75,000.00			
207 INSPECTIONS	110.00			
208 UTILITIES COST	1,633.90			
Total 200 NEW BLDG CONSTRUCTION PHASE	76,743.90			
300 OWNERS EXPENSES & MISC				
301 FIRE DEPT FFE ALLOWANCE	4,723.00			
Total 300 OWNERS EXPENSES & MISC	4,723.00			
Total H34102 NEW FIREHOUSE	81,466.90			
Total Expense	93,965.56	483,081.00	-389,115.44	19.5%
Net Income	-93,961.67	0.00	-93,961.67	100.0%

KEYBANK ACCOUNT BALANCES CHARLTON FIRE DISTRICT #1
JANUARY 31, 2021

Account Name	Account #	Closing Avail.
OPERATING ACCOUNT	0712	\$36,980.11
PAYROLL ACCOUNT	0720	\$1,790.50
CHARLTON FIRE DISTRICT #1	2528	\$98,474.73
APPARATUS CAPITAL RESERVE	2286	\$207,121.54
EQUIPMENT CAPITAL RESERVES	2294	\$64,702.39
EMERGENCY REPAIR RESERVES	2302	\$25,094.73
CAPITAL IMPROVEMENTS RESERVES	2310	\$48,330.19
Total Balances:		\$482,494.19

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

Cash Basis

	<u>Jan 21</u>	<u>Jan 20</u>
A200 CASH		
0712 OPERATING	36,920.11	26,142.98
0720 PAYROLL	1,790.50	6,632.82
Total A200 CASH	38,710.61	32,775.80
A230 CASH, SPECIAL RESERVES		
2286 APPARATUS	207,121.54	157,076.21
2294 EQUIPMENT	64,702.39	8,699.02
2302 EMERGENCY	25,094.73	25,087.62
2310 CAPITAL IMPROVEMENTS	48,330.19	4,328.26
2528 NEW FIREHOUSE	98,474.73	1,973,594.09
Total A230 CASH, SPECIAL RESER...	443,723.58	2,168,785.20
TOTAL	<u><u>482,434.19</u></u>	<u><u>2,201,561.00</u></u>



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

Public Sector Statement
January 31, 2021
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0712

25 X 81 00025 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 Basic 0712
CHARLTON FIRE DISTRICT #1
OPERATING ACCOUNT

Beginning balance 12-31-20	\$54,094.87
5 Additions	+81,466.90
25 Subtractions	-98,581.66
Ending balance 1-31-21	\$36,980.11

Additions

Transfers	Date	Serial #	Source			
	1-6		Trf Fr DDA	02528	3290	\$75,000.00
	1-6		Trf Fr DDA	02528	3290	3,975.00
	1-6		Trf Fr DDA	02528	3290	1,633.90
	1-6		Trf Fr DDA	02528	3290	748.00
	1-6		Trf Fr DDA	02528	3290	110.00
			Total additions			\$81,466.90

Subtractions

Paper Checks * check missing from sequence

Check	Date	Amount	Check	Date	Amount	Check	Date	Amount
8154	1-4	\$91.42	*8180	1-8	35.00	8189	1-11	22.72
*8162	1-4	450.00	8181	1-13	35.00	8190	1-13	218.38
*8169	1-6	6,102.83	8182	1-14	98.12	8191	1-11	3.36
*8173	1-13	11.97	*8184	1-11	530.00	8192	1-8	3,005.18
8174	1-11	215.46	8185	1-12	59.00	8193	1-11	319.48
8175	1-6	2,551.32	8186	1-14	100.00	8194	1-8	3,975.00
8176	1-8	110.00	8187	1-13	100.00	8195	1-8	75,000.00
8177	1-8	748.00	8188	1-20	1,312.77	8196	1-11	300.00
8178	1-13	3,186.65						

Paper Checks Paid \$98,581.66

0712 - 03290

00712

Interest
earned

Number of days this statement period
Interest earned (2020)

31
\$15.20

12:54 PM

02/02/21

CHARLTON FIRE DISTRICT #1
Reconciliation Summary
0712 OPERATING, Period Ending 12/31/2020

	Dec 31, 20
Beginning Balance	54,094.87
Cleared Transactions	
Checks and Payments - 25 items	-98,581.66
Deposits and Credits - 6 items	81,466.90
Total Cleared Transactions	-17,114.76
Cleared Balance	<u>36,980.11</u>
Register Balance as of 12/31/2020	<u>36,980.11</u>
New Transactions	
Checks and Payments - 1 item	-60.00
Total New Transactions	-60.00
Ending Balance	<u><u>36,920.11</u></u>

CHARLTON FIRE DISTRICT #1
Reconciliation Detail
0712 OPERATING, Period Ending 12/31/2020

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						54,094.87
Cleared Transactions						
Checks and Payments - 25 items						
Check	12/01/2020	8162	ASSOCIATION OF ...	X	-450.00	-450.00
Check	12/01/2020	8154	O'REILLY FIRST C...	X	-91.42	-541.42
Check	12/02/2020	8169	CHARLTON VOL FI...	X	-6,102.83	-6,644.25
Check	01/05/2021	8194	COMPOSITE TECH...	X	-3,975.00	-10,619.25
Check	01/05/2021	8178	BACKDRAFT OPC...	X	-3,186.65	-13,805.90
Check	01/05/2021	8192	G.A. BOVE FUELS	X	-3,005.18	-16,811.08
Check	01/05/2021	8175	CHARLTON VOL FI...	X	-2,551.32	-19,362.40
Check	01/05/2021	8188	NATIONAL GRID	X	-1,312.77	-20,675.17
Check	01/05/2021	8177	HUEBER-BREUER ...	X	-748.00	-21,423.17
Check	01/05/2021	8184	TRI CITY JANITORI...	X	-530.00	-21,953.17
Check	01/05/2021	8190	F.W. WEBB	X	-218.38	-22,171.55
Check	01/05/2021	8174	SUSAN MCBURNIE...	X	-215.46	-22,387.01
Check	01/05/2021	8176	NYS DEPT OF ENV...	X	-110.00	-22,497.01
Check	01/05/2021	8186	KEVIN RIEHL	X	-100.00	-22,597.01
Check	01/05/2021	8187	DEAN DECAPRIA	X	-100.00	-22,697.01
Check	01/05/2021	8182	TOWN OF CHARLT...	X	-98.12	-22,795.13
Check	01/05/2021	8185	COUNTY WASTE	X	-59.00	-22,854.13
Check	01/05/2021	8180	Sharon B Cronin	X	-35.00	-22,889.13
Check	01/05/2021	8181	LISA DECAPRIA	X	-35.00	-22,924.13
Check	01/05/2021	8189	O'REILLY FIRST C...	X	-22.72	-22,946.85
Check	01/05/2021	8173	THE DAILY GAZET...	X	-11.97	-22,958.82
Check	01/05/2021	8191	EMERICH SALES &...	X	-3.36	-22,962.18
Check	01/06/2021	8195	BAST HATFIELD C...	X	-75,000.00	-97,962.18
Check	01/06/2021	8193	SPECTRUM	X	-319.48	-98,281.66
Check	01/06/2021	8196	SLIP STOPPERS, L...	X	-300.00	-98,581.66
Total Checks and Payments					-98,581.66	-98,581.66
Deposits and Credits - 6 items						
Check	01/05/2021	8179	COMPOSITE TECH...	X	0.00	0.00
Transfer	01/06/2021		TRANSFER TO OP...	X	110.00	110.00
Transfer	01/06/2021		TRANSFER TO OP...	X	748.00	858.00
Transfer	01/06/2021		TRANSFER TO OP...	X	1,633.90	2,491.90
Transfer	01/06/2021		TRANSFER TO OP...	X	3,975.00	6,466.90
Transfer	01/06/2021		TRANSFER TO OP...	X	75,000.00	81,466.90
Total Deposits and Credits					81,466.90	81,466.90
Total Cleared Transactions					-17,114.76	-17,114.76
Cleared Balance					-17,114.76	36,980.11
Register Balance as of 12/31/2020					-17,114.76	36,980.11
New Transactions						
Checks and Payments - 1 item						
Check	01/05/2021	8183	Atypica Inc.		-60.00	-60.00
Total Checks and Payments					-60.00	-60.00
Total New Transactions					-60.00	-60.00
Ending Balance					-17,174.76	36,920.11



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

Public Sector Statement
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J720

2 X 81 00002 R EM T1
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 J720
CHARLTON FIRE DISTRICT #1
PAYROLL ACCOUNT

Beginning balance 12-31-20	\$3,758.65
3 Subtractions	-1,943.15
Net fees and charges	-25.00
Ending balance 1-31-21	\$1,790.50

Subtractions

Paper Checks * check missing from sequence

Check	Date	Amount	Check	Date	Amount
1022	1-8	\$588.65	1023	1-12	1,308.60

Paper Checks Paid \$1,897.25

Withdrawals Date	Serial #	Location	
1-29		Direct Withdrawal, lrs	Usataxpyrnt
			\$45.90
Total subtractions			\$1,943.15

Interest earned

Number of days this statement period	31
Interest earned (2020)	\$0.38

Fees and charges

Date		Quantity	Unit Charge	
1-29-21	Service Charge	1	25.00	-\$25.00
Fees and charges assessed this period				-\$25.00

J720 - 03290

12:57 PM

02/02/21

CHARLTON FIRE DISTRICT #1
Reconciliation Summary
0720 PAYROLL, Period Ending 01/31/2021

	Jan 31, 21
Beginning Balance	3,758.65
Cleared Transactions	
Checks and Payments - 4 items	-1,968.15
Total Cleared Transactions	-1,968.15
Cleared Balance	1,790.50
Register Balance as of 01/31/2021	1,790.50
Ending Balance	1,790.50

12:57 PM

02/02/21

CHARLTON FIRE DISTRICT #1
Reconciliation Detail
0720 PAYROLL, Period Ending 01/31/2021

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						3,758.65
Cleared Transactions						
Checks and Payments - 4 items						
Check	01/05/2021	1023	ANDREW G. LA PA...	X	-1,308.60	-1,308.60
Check	01/05/2021	1022	SHARON B. CRONIN	X	-588.65	-1,897.25
Check	01/29/2021		NYS EMPLOYMEN...	X	-45.90	-1,943.15
Check	01/29/2021		KEYBANK	X	-25.00	-1,968.15
Total Checks and Payments					-1,968.15	-1,968.15
Total Cleared Transactions					-1,968.15	-1,968.15
Cleared Balance					-1,968.15	1,790.50
Register Balance as of 01/31/2021					-1,968.15	1,790.50
Ending Balance					-1,968.15	1,790.50



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

Public Sector Statement
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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 12-31-20	\$207,119.78
Interest paid	+1.76
Ending balance 1-31-21	\$207,121.54

Interest
earned

Annual percentage yield (APY) earned	0.01%
Number of days this statement period	31
Interest paid 1-29-21	\$1.76
Interest earned this statement period	\$1.75
Interest paid year-to-date	\$1.76
Interest earned (2020)	\$50.22

2669

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02/02/21

CHARLTON FIRE DISTRICT #1
Reconciliation Summary
2286 APPARATUS, Period Ending 12/31/2020

	<u>Dec 31, 20</u>
Beginning Balance	207,119.78
Cleared Transactions	
Deposits and Credits - 1 item	<u>1.76</u>
Total Cleared Transactions	<u>1.76</u>
Cleared Balance	<u><u>207,121.54</u></u>
Register Balance as of 12/31/2020	207,121.54
Ending Balance	207,121.54



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

Public Sector Statement
January 31, 2021
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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

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

Public Savings 2294
CHARLTON FIRE DISTRICT #1
EQUIPMENT CAPITAL RESERVES

Beginning balance 12-31-20	\$64,701.84
Interest paid	+0.55
Ending balance 1-31-21	\$64,702.39

**Interest
earned**

Annual percentage yield (APY) earned	0.01%
Number of days this statement period	31
Interest paid 1-29-21	\$0.55
Interest earned this statement period	\$0.54
Interest paid year-to-date	\$0.55
Interest earned (2020)	\$3.19

IN CASE OF ERROR OR QUESTIONS ABOUT YOUR ELECTRONIC TRANSFERS:

IN CASE OF ERROR OR QUESTIONS ABOUT YOUR ELECTRONIC TRANSFERS:

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.

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:

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.

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02/02/21

CHARLTON FIRE DISTRICT #1
Reconciliation Summary
2294 EQUIPMENT, Period Ending 02/01/2021

	<u>Feb 1, 21</u>
Beginning Balance	64,701.84
Cleared Transactions	
Deposits and Credits - 1 item	<u>0.55</u>
Total Cleared Transactions	<u>0.55</u>
Cleared Balance	<u><u>64,702.39</u></u>
Register Balance as of 02/01/2021	64,702.39
Ending Balance	64,702.39



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

Public Sector Statement
January 31, 2021
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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 12-31-20	\$25,094.51
Interest paid	+0.22
Ending balance 1-31-21	\$25,094.73

Interest
earned

Annual percentage yield (APY) earned	0.01%
Number of days this statement period	31
Interest paid 1-29-21	\$0.22
Interest earned this statement period	\$0.21
Interest paid year-to-date	\$0.22
Interest earned (2020)	\$7.95

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02/02/21

CHARLTON FIRE DISTRICT #1
Reconciliation Summary
2302 EMERGENCY, Period Ending 01/31/2021

	Jan 31, 21
Beginning Balance	25,094.51
Cleared Transactions	
Deposits and Credits - 1 item	0.22
Total Cleared Transactions	0.22
Cleared Balance	25,094.73
Register Balance as of 01/31/2021	25,094.73
Ending Balance	25,094.73



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

Public Sector Statement
January 31, 2021
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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 12-31-20	\$48,329.78
Interest paid	+0.41
Ending balance 1-31-21	\$48,330.19

**Interest
earned**

Annual percentage yield (APY) earned	0.01%
Number of days this statement period	31
Interest paid 1-29-21	\$0.41
Interest earned this statement period	\$0.41
Interest paid year-to-date	\$0.41
Interest earned (2020)	\$1.71

IN CASE OF ERROR OR QUESTIONS ABOUT YOUR ELECTRONIC TRANSFERS:

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-31-55-0228
555 Patroon Creek Blvd
Albany, NY 12206

- 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

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IMPORTANT LINE OF CREDIT INFORMATION

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- **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.

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- 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.

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Credit Research Department
J. 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

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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.
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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02/02/21

CHARLTON FIRE DISTRICT #1
Reconciliation Summary
2310 CAPITAL IMPROVEMENTS, Period Ending 01/31/2021

	<u>Jan 31, 21</u>
Beginning Balance	48,329.78
Cleared Transactions	
Deposits and Credits - 1 item	<u>0.41</u>
Total Cleared Transactions	<u>0.41</u>
Cleared Balance	<u>48,330.19</u>
Register Balance as of 01/31/2021	<u>48,330.19</u>
Ending Balance	48,330.19



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

Public Sector Statement
January 31, 2021
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2528

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 12-31-20	\$179,940.68
5 Subtractions	-81,466.90
Interest paid	+0.95
Ending balance 1-31-21	\$98,474.73

Subtractions

Transfers	Date	Serial #	Destination			
	1-6		Trf To DDA	10712	3290	\$75,000.00
	1-6		Trf To DDA	10712	3290	3,975.00
	1-6		Trf To DDA	10712	3290	1,633.90
	1-6		Trf To DDA	10712	3290	748.00
	1-6		Trf To DDA	10712	3290	110.00
			Total subtractions			\$81,466.90

Interest earned

Annual percentage yield (APY) earned	0.01%
Number of days this statement period	31
Interest paid 1-29-21	\$0.95
Interest earned this statement period	\$0.94
Interest paid year-to-date	\$0.95
Interest earned (2020)	\$428.06

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02/02/21

CHARLTON FIRE DISTRICT #1
Reconciliation Summary
2528 NEW FIREHOUSE, Period Ending 01/31/2021

	Jan 31, 21
Beginning Balance	179,940.68
Cleared Transactions	
Checks and Payments - 5 items	-81,466.90
Deposits and Credits - 1 item	0.95
Total Cleared Transactions	-81,465.95
Cleared Balance	98,474.73
Register Balance as of 01/31/2021	98,474.73
Ending Balance	98,474.73

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02/02/21

CHARLTON FIRE DISTRICT #1
Reconciliation Detail
2528 NEW FIREHOUSE, Period Ending 01/31/2021

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						179,940.68
Cleared Transactions						
Checks and Payments - 5 items						
Transfer	01/06/2021		TRANSFER TO OP...	X	-75,000.00	-75,000.00
Transfer	01/06/2021		TRANSFER TO OP...	X	-3,975.00	-78,975.00
Transfer	01/06/2021			X	-1,633.90	-80,608.90
Transfer	01/06/2021		TRANSFER TO OP...	X	-748.00	-81,356.90
Transfer	01/06/2021		TRANSFER TO OP...	X	-110.00	-81,466.90
Total Checks and Payments					-81,466.90	-81,466.90
Deposits and Credits - 1 item						
Deposit	01/29/2021		INTEREST PAID	X	0.95	0.95
Total Deposits and Credits					0.95	0.95
Total Cleared Transactions					-81,465.95	-81,465.95
Cleared Balance					-81,465.95	98,474.73
Register Balance as of 01/31/2021					-81,465.95	98,474.73
Ending Balance					-81,465.95	98,474.73

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02/02/21

Cash Basis

CHARLTON FIRE DISTRICT #1

Profit & Loss

January 2021

	Jan 21	Dec 20	\$ Change
Income			
H2401 INTEREST & EARNINGS	0.95	1.54	-0.59
A2401 INTEREST & EARNINGS			
INTEREST & EARNINGS OTHER ACCTS	2.94	2.80	0.14
Total A2401 INTEREST & EARNINGS	2.94	2.80	0.14
Total Income	3.89	4.34	-0.45
Gross Profit	3.89	4.34	-0.45
Expense			
A34102 FIRE, EQUIP & CAP OUTLAY			
EQUIPMENT			
MISCELLANEOUS EQUIPMENT	0.00	237.00	-237.00
Total EQUIPMENT	0.00	237.00	-237.00
Total A34102 FIRE, EQUIP & CAP OUTLAY	0.00	237.00	-237.00
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
NYS INCOME TAX	-45.90	128.50	-82.60
SECRETARY WAGES	588.65	588.65	0.00
TREASURER WAGES	1,308.60	1,308.60	0.00
Total PERSONAL SERVICES	1,943.15	2,753.65	-810.50
Total A34101 FIRE PER SVC	1,943.15	2,753.65	-810.50
A34104 FIRE PROTECTION			
PRINTING & SUPPLIES	0.00	82.58	-82.58
ASSOCIATION DUES	0.00	680.00	-680.00
FOOD REIMBURSEMENTS	0.00	250.00	-250.00
POSTAGE	0.00	55.00	-55.00
SCBA PACK TESTING	0.00	23.18	-23.18
PAGER REPAIR BATTERIES	0.00	170.77	-170.77
PUBLIC NOTICES	11.97	30.78	-18.81
BANK FEES	25.00	0.00	25.00
APPARATUS MAINT/REPAIR	26.08	205.10	-179.02
WASTE DISPOSAL	59.00	59.00	0.00
WEBSITE ADMINISTRATION	60.00	0.00	60.00
MISCELLANEOUS	70.00	378.95	-308.95
FUEL - TRUCKS	98.12	135.77	-37.65
WATER	215.46	0.00	215.46
BUILDING & GROUNDS REPAIRS	518.38	240.00	278.38
TELEPHONE & CABLE	519.48	200.00	319.48
BUILDING & GROUNDS MAINTENANCE	530.00	2,800.00	-2,270.00
ELECTRIC	1,312.77	1,240.19	72.58
FUEL - BUILDING	1,371.28	0.00	1,371.28
FIRE PREVENTION	2,551.32	0.00	2,551.32
EMS DATA ENTRY PACKAGE	3,186.65	0.00	3,186.65
Total A34104 FIRE PROTECTION	10,555.51	6,551.32	4,004.19
H34102 NEW FIREHOUSE			
300 OWNERS EXPENSES & MISC			
301 FIRE DEPT FFE ALLOWANCE	4,723.00	12,101.03	-7,378.03
Total 300 OWNERS EXPENSES & MISC	4,723.00	12,101.03	-7,378.03

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02/02/21

Cash Basis

CHARLTON FIRE DISTRICT #1

Profit & Loss

January 2021

	Jan 21	Dec 20	\$ Change
200 NEW BLDG CONSTRUCTION PHASE			
207 INPECTIONS	110.00	0.00	110.00
208 UTILITIES COST	1,633.90	0.00	1,633.90
201.1 BAST HATFIELD	75,000.00	0.00	75,000.00
Total 200 NEW BLDG CONSTRUCTION PHASE	76,743.90	0.00	76,743.90
Total H34102 NEW FIREHOUSE	81,466.90	12,101.03	69,365.87
Total Expense	93,965.56	21,994.90	71,970.66
Net Income	-93,961.67	-21,990.56	-71,971.11