

Charlton Fire District Meeting Minutes

March 2, 2021

PUBLIC MEETING: The public meeting of the Charlton Fire District was called to order on March 2, 2021 at 7:00 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: \$452,101.91

Payroll Account: \$29,353.35

Apparatus Capital Reserve: \$207,123.13

Equipment Capital Reserve: \$64,702.92

Emergency Capital Reserve: \$25,094.92

Capital Improvement Reserve: \$48,330.57

Bond Account: \$64,702.89

Total ending on March 1, 2021: \$891,433.99

d. Treasurer reported that the annual tax levy check was received and deposited.

e. Extension for filing the Annual report has been given and will be filed soon.

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.

5. Chief's Report

- a. Kevin Riehl presented the Chief's Report. 12 calls for the month:
 - 8-EMS
 - 1-Structure fire
 - 1-Electrical emergency
 - 2-MVA
- b. Car 18 mileage as of 3/2 is 58,340 and car 18-0 mileage as of 3/2 is 66,532.
- c. 18-2 did not pass inspection. Rear brakes are faulty and there is an exhaust leak. Both are being repaired.
- d. The air compressor at BHFD has been disassembled by MES. It will be transported to CFD this week. The fill station, control unit, bottles and rack will be reassembled by MES.
- e. The chief requested use of the fire dept on April 10th from 8-1 for the blood drive. All safety procedures and protocols will be followed.
- f. The chief requested use of 18-2 on April 4th from 11-2 for the Easter bunny parade through the fire district.
- g. The firehouse boiler has been repaired and is now running. Because this is the sole source of heat for the building, the chief recommended addressing a backup plan in the event the boiler fails in the future.
- h. The Johnson Controls alarm system continues to go off despite several attempts by Johnson Controls to repair it. The system is now offline until they can determine the source of the problem. Repairs are currently covered under warranty. The board will want to discuss how to proceed once the warranty has lapsed as these issues have been ongoing.
- i. 18-0 has a recall notice regarding the airbags and will be repaired.
- j. Epinephrine has reached the 2-year expiration and needs to be replaced at a cost of \$325.00 from McKesson.

6. Committee Reports

- a. **Facilities Management (Kevin Loukes)**
See Chief's Report and 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. The town has approved Jason Nemas's application for an artisan woodworking shop at the old firehouse. A title search is being done with a possible closing in March.
- b. Cameras will be installed soon once payment has been received.
- c. The chairman discussed pursuing options for installing a stove ventilation system that meets code requirements. Additional information is needed and will be reviewed after the sale of the old firehouse.

8. New Business

- a. Secretary requested approval to order additional purchase orders from Office Depot for \$48.79.
- b. The chairman discussed the need for the old chainsaw. It was deemed surplus.

Motion to approve the purchase of purchase orders from Office Depot for \$48.79 made by Jeff Voigt and seconded by Steve Eichfeld. Approved 5-0.

Motion to approve the purchase of epinephrine from McKesson for \$325.00 made by Jeff Voigt and seconded by Leland Roden. Approved 5-0.

Motion to approve the use of the firehouse for the blood drive made by Jeff Voigt and seconded by Steve Eichfeld. Approved 5-0.

Motion to approve the use of 18-2 for the Easter bunny parade made by Jeff Voigt and seconded by Kevin Loukes. Approved 5-0.

Motion to approve the transfer of \$5,163 from the bond account to the operating account made by Jeff Voigt and seconded by Leland Roden. Approved 5-0.

Motion to approve the old chainsaw as surplus made by Jeff Voigt and seconded by Steve Eichfeld. Approved 5-0.

9. Privilege of the Floor

Commissioner Eichfeld presented a handmade birdhouse to the fire department. The scouts built it for the department as a thank you to Chief DeCapria and firefighter Bobby Killeen for the presentation they did for the scouts.

10. Adjournment

Motion to adjourn made by Jeff Voigt and seconded by Kevin Loukes 7:42 p.m. Approved 5-0.

10:23 AM

03/01/21

Cash Basis

CHARLTON FIRE DISTRICT #1

Profit & Loss

February 2021

	Feb 21	Jan 21	\$ Change
Income			
H2401 INTEREST & EARNINGS			
A2401 INTEREST & EARNINGS	0.51	0.95	-0.44
INTEREST & EARNINGS OTHER ACCTS			
	2.66	2.94	-0.28
Total A2401 INTEREST & EARNINGS	2.66	2.94	-0.28
A1001 REAL PROPERTY TAXES			
REAL PROPERTY TAXES	482,581.22	0.00	482,581.22
Total A1001 REAL PROPERTY TAXES	482,581.22	0.00	482,581.22
Total Income	482,584.39	3.89	482,580.50
Gross Profit	482,584.39	3.89	482,580.50
Expense			
A90308 SOCIAL SECURITY			
MEDICARE EMPLOYER	33.35	0.00	33.35
FICA EMPLOYER	142.60	0.00	142.60
Total A90308 SOCIAL SECURITY	175.95	0.00	175.95
A34101 FIRE PER SVC			
PERSONAL SERVICES			
NYS INCOME TAX	0.00	45.90	-45.90
MEDICARE EMPLOYEE	33.35	0.00	33.35
FICA EMPLOYEE	142.60	0.00	142.60
FEDERAL INCOME TAX	188.00	0.00	188.00
SECRETARY WAGES	588.65	588.65	0.00
TREASURER WAGES	1,308.60	1,308.60	0.00
Total PERSONAL SERVICES	2,261.20	1,943.15	318.05
Total A34101 FIRE PER SVC	2,261.20	1,943.15	318.05
A34104 FIRE PROTECTION			
PUBLIC NOTICES	0.00	11.97	-11.97
BANK FEES	0.00	25.00	-25.00
WATER	0.00	215.46	-215.46
BUILDING & GROUNDS REPAIRS	0.00	518.38	-518.38
MISCELLANEOUS	0.00	70.00	-70.00
WASTE DISPOSAL	0.00	59.00	-59.00
EMS DATA ENTRY PACKAGE	0.00	3,186.65	-3,186.65
WEBSITE ADMINISTRATION	0.00	60.00	-60.00
FIRE PREVENTION	0.00	2,551.32	-2,551.32
COMMISSIONER TRAINING	100.00	0.00	100.00
EMS SUPPLIES	132.32	0.00	132.32
FOOD REIMBURSEMENTS	150.78	0.00	150.78
PHYSICAL FITNESS	180.26	0.00	180.26
FUEL - TRUCKS	200.90	98.12	102.78
POSTAGE	318.00	0.00	318.00
TELEPHONE & CABLE	519.48	519.48	0.00
APPARATUS MAINT/REPAIR	1,152.84	26.08	1,126.76
ELECTRIC	1,344.48	1,312.77	31.71
FUEL - BUILDING	2,611.52	1,371.28	1,240.24
BUILDING & GROUNDS MAINTENANCE	4,688.84	530.00	4,158.84
Total A34104 FIRE PROTECTION	11,399.42	10,555.51	843.91
A34102 FIRE, EQUIP & CAP OUTLAY			
BUILDING IMPROVEMENTS	26,000.00	0.00	26,000.00
Total A34102 FIRE, EQUIP & CAP OUTLAY	26,000.00	0.00	26,000.00
H34102 NEW FIREHOUSE			
300 OWNERS EXPENSES & MISC			
301 FIRE DEPT FFE ALLOWANCE	992.02	4,723.00	-3,730.98
Total 300 OWNERS EXPENSES & MISC	992.02	4,723.00	-3,730.98

10:23 AM

03/01/21

Cash Basis

CHARLTON FIRE DISTRICT #1

Profit & Loss

February 2021

	Feb 21	Jan 21	\$ Change
200 NEW BLDG CONSTRUCTION PHASE			
208 UTILITIES COST	0.00	1,633.90	-1,633.90
207 INSPECTIONS	0.00	110.00	-110.00
201.1 BAST HATFIELD	32,756.00	75,000.00	-42,244.00
Total 200 NEW BLDG CONSTRUCTION PHASE	32,756.00	76,743.90	-43,987.90
Total H34102 NEW FIREHOUSE	33,748.02	81,466.90	-47,718.88
Total Expense	73,584.59	93,965.56	-20,380.97
Net Income	408,999.80	-93,961.67	502,961.47

Keybank National Association Account Totals March 1, 2021

ACCOUNT NAME	NUMBER	BALANCE
OPERATING ACCOUNT	0712	\$452,101.91
PAYROLL ACCOUNT	0720	\$29,353.35
CHARLTON FIRE DISTRICT #1	2528	\$64,727.22
APPARATUS CAPITAL RESERVE	2286	\$207,123.13
EQUIPMENT CAPITAL RESERVES	2294	\$64,702.89
EMERGENCY REPAIR RESERVES	2302	\$25,094.92
CAPITAL IMPROVEMENTS RESERVES	2310	\$48,330.57

Total Balances:

\$891,433.99

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

Cash Basis

	<u>Feb 21</u>	<u>Feb 20</u>
A200 CASH		
0712 OPERATING	452,101.91	484,057.67
0720 PAYROLL	<u>29,353.35</u>	<u>29,195.75</u>
Total A200 CASH	481,455.26	513,253.42
A230 CASH, SPECIAL RESERVES		
2286 APPARATUS	207,123.13	157,094.03
2294 EQUIPMENT	64,702.89	8,700.01
2302 EMERGENCY	25,094.92	25,090.46
2310 CAPITAL IMPROVEMENTS	48,330.57	4,328.75
2528 NEW FIREHOUSE	<u>64,727.22</u>	<u>1,707,653.99</u>
Total A230 CASH, SPECIAL RESER...	<u>409,978.73</u>	<u>1,902,867.24</u>
TOTAL	<u><u>891,433.99</u></u>	<u><u>2,416,120.66</u></u>



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

Public Sector Statement
February 28, 2021
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J712

20 X 81 00020 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 Basis 0712
CHARLTON FIRE DISTRICT #1
OPERATING ACCOUNT

Beginning balance 1-31-21	\$36,980.11
3 Additions	+516,329.24
21 Subtractions	-101,207.44
Ending balance 2-28-21	\$452,101.91

Additions

Deposits	Date	Serial #	Source			
	2-10		Deposit	Branch 0081 New York		\$482,581.22
Transfers	Date	Serial #	Source			
	2-3		Trf Fr	DDA 0	12528 3290	\$32,756.00
	2-3		Trf Fr	DDA (2528 3290	992.02
Total additions						\$516,329.24

Subtractions

Paper Checks * check missing from sequence

Check	Date	Amount	Check	Date	Amount	Check	Date	Amount
8183	2-2	\$60.00	8203	2-8	95.13	8210	2-9	100.00
*8197	2-10	3,970.00	8204	2-4	150.78	8211	2-8	100.00
8198	2-9	251.48	8205	2-12	1,410.02	8212	2-19	1,344.48
8199	2-5	1,152.84	8206	2-8	1,275.41	8213	2-5	1,336.11
8200	2-8	51.28	8207	2-10	530.00	8214	2-16	26,000.00
8201	2-9	18.40	8208	2-9	200.90	8215	2-16	32,756.00
8202	2-8	85.13	8209	2-9	319.48			

Paper Checks Paid \$71,207.44

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0712

Transfers	Date	Serial #	Destination			
	2-11		Trf To DDA	0720	3290	\$30,000.00
			Total subtractions			\$101,207.44

Interest
earned

Number of days this statement period	28
Interest earned (2020)	\$15.20

9:59 AM

03/01/21

CHARLTON FIRE DISTRICT #1
Reconciliation Summary
0712 OPERATING, Period Ending 01/31/2021

	<u>Jan 31, 21</u>
Beginning Balance	36,980.11
Cleared Transactions	
Checks and Payments - 21 items	-101,207.44
Deposits and Credits - 3 items	<u>516,329.24</u>
Total Cleared Transactions	<u>415,121.80</u>
Cleared Balance	<u><u>452,101.91</u></u>
Register Balance as of 01/31/2021	452,101.91
Ending Balance	452,101.91

CHARLTON FIRE DISTRICT #1
Reconciliation Detail
0712 OPERATING, Period Ending 01/31/2021

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						36,980.11
Cleared Transactions						
Checks and Payments - 21 items						
Check	01/05/2021	8183	Atypica Inc.	X	-60.00	-60.00
Check	02/02/2021	8197	PRO-CUT LANDSC...	X	-3,970.00	-4,030.00
Check	02/02/2021	8205	FASNY FCU CARD...	X	-1,410.02	-5,440.02
Check	02/02/2021	8212	NATIONAL GRID	X	-1,344.48	-6,784.50
Check	02/02/2021	8213	G.A.BOVE FUELS	X	-1,336.11	-8,120.61
Check	02/02/2021	8206	FERRELLGAS	X	-1,275.41	-9,396.02
Check	02/02/2021	8199	VANDER MOLEN FL...	X	-1,152.84	-10,548.86
Check	02/02/2021	8207	TRI CITY JANITORI...	X	-530.00	-11,078.86
Check	02/02/2021	8209	SPECTRUM	X	-319.48	-11,398.34
Check	02/02/2021	8198	BURNT HILLS HAR...	X	-251.48	-11,649.82
Check	02/02/2021	8208	TOWN OF CHARLT...	X	-200.90	-11,850.72
Check	02/02/2021	8204	Priscilla Winslow	X	-150.78	-12,001.50
Check	02/02/2021	8210	KEVIN RIEHL	X	-100.00	-12,101.50
Check	02/02/2021	8211	DEAN DECAPRIA	X	-100.00	-12,201.50
Check	02/02/2021	8203	CHRISTIAN DE CA...	X	-95.13	-12,296.63
Check	02/02/2021	8202	LISA DECAPRIA	X	-85.13	-12,381.76
Check	02/02/2021	8200	LOWE'S	X	-51.28	-12,433.04
Check	02/02/2021	8201	HENRY SCHEIN INC	X	-18.40	-12,451.44
Check	02/10/2021	8215	BAST HATFIELD C...	X	-32,756.00	-45,207.44
Check	02/10/2021	8214	D E FLYNN EXCAV...	X	-26,000.00	-71,207.44
Transfer	02/11/2021		TRANSFER TO OP...	X	-30,000.00	-101,207.44
Total Checks and Payments					-101,207.44	-101,207.44
Deposits and Credits - 3 items						
Transfer	02/03/2021		TRANSFER TO OP...	X	992.02	992.02
Transfer	02/03/2021		TRANSFER TO OP...	X	32,756.00	33,748.02
Deposit	02/10/2021		Deposit	X	482,581.22	516,329.24
Total Deposits and Credits					516,329.24	516,329.24
Total Cleared Transactions					415,121.80	415,121.80
Cleared Balance					415,121.80	452,101.91
Register Balance as of 01/31/2021					415,121.80	452,101.91
Ending Balance					415,121.80	452,101.91



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

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00720

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 00720
CHARLTON FIRE DISTRICT #1
PAYROLL ACCOUNT

Beginning balance 1-31-21	\$1,790.50
1 Addition	+30,000.00
3 Subtractions	-2,437.15
Ending balance 2-28-21	\$29,353.35

Additions

Transfers Date	Serial #	Source			
2-11		Trf Fr DDA	00712	3290	\$30,000.00
Total additions					\$30,000.00

Subtractions

Paper Checks * check missing from sequence

Check	Date	Amount	Check	Date	Amount
1024	2-18	\$1,308.60	1025	2-12	588.65
Paper Checks Paid					\$1,897.25

Withdrawals Date	Serial #	Location			
2-10		Direct Withdrawal, lrs	Usataxpymt		\$539.90
Total subtractions					\$2,437.15

Interest earned

Number of days this statement period	28
Interest earned (2020)	\$0.38

00720 - 03290

10:03 AM

03/01/21

CHARLTON FIRE DISTRICT #1
Reconciliation Summary
0720 PAYROLL, Period Ending 02/28/2021

	<u>Feb 28, 21</u>
Beginning Balance	1,790.50
Cleared Transactions	
Checks and Payments - 3 items	-2,437.15
Deposits and Credits - 1 item	<u>30,000.00</u>
Total Cleared Transactions	<u>27,562.85</u>
Cleared Balance	<u><u>29,353.35</u></u>
Register Balance as of 02/28/2021	29,353.35
Ending Balance	29,353.35

10:03 AM

03/01/21

CHARLTON FIRE DISTRICT #1
Reconciliation Detail
0720 PAYROLL, Period Ending 02/28/2021

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						1,790.50
Cleared Transactions						
Checks and Payments - 3 items						
Check	02/02/2021	1024	ANDREW G. LA PA...	X	-1,308.60	-1,308.60
Check	02/02/2021	1025	SHARON B. CRONIN	X	-588.65	-1,897.25
Check	02/10/2021		DIRECT WITHDRA...	X	-539.90	-2,437.15
Total Checks and Payments					-2,437.15	-2,437.15
Deposits and Credits - 1 item						
Transfer	02/11/2021		TRANSFER TO OP...	X	30,000.00	30,000.00
Total Deposits and Credits					30,000.00	30,000.00
Total Cleared Transactions					27,562.85	27,562.85
Cleared Balance					27,562.85	29,353.35
Register Balance as of 02/28/2021					27,562.85	29,353.35
Ending Balance					27,562.85	29,353.35



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

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02286

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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 2286
CHARLTON FIRE DISTRICT #1
APPARATUS CAPITAL RESERVE

Beginning balance 1-31-21	\$207,121.54
Interest paid	+1.59
Ending balance 2-28-21	\$207,123.13

**Interest
earned**

Annual percentage yield (APY) earned	0.01%
Number of days this statement period	28
Interest paid 2-26-21	\$1.59
Interest earned this statement period	\$1.58
Interest paid year-to-date	\$3.35
Interest earned (2020)	\$50.22

IN CASE OF ERROR OR QUESTIONS ABOUT YOUR ELECTRONIC TRANSFERS:

IN CASE OF ERROR OR QUESTIONS ABOUT YOUR ELECTRONIC TRANSFERS:

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

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.	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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10:04 AM

03/01/21

CHARLTON FIRE DISTRICT #1
Reconciliation Summary
2286 APPARATUS, Period Ending 01/31/2021

	<u>Jan 31, 21</u>
Beginning Balance	207,121.54
Cleared Transactions	
Deposits and Credits - 1 item	<u>1.59</u>
Total Cleared Transactions	<u>1.59</u>
Cleared Balance	<u><u>207,123.13</u></u>
Register Balance as of 01/31/2021	207,123.13
Ending Balance	207,123.13

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-31-55-0228
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

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.
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- 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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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

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

[illegible]

10:05 AM

03/01/21

CHARLTON FIRE DISTRICT #1
Reconciliation Summary
2294 EQUIPMENT, Period Ending 03/01/2021

	<u>Mar 1, 21</u>
Beginning Balance	64,702.39
Cleared Transactions	
Deposits and Credits - 1 item	<u>0.50</u>
Total Cleared Transactions	<u>0.50</u>
Cleared Balance	<u><u>64,702.89</u></u>
Register Balance as of 03/01/2021	64,702.89
Ending Balance	64,702.89



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

Public Sector Statement
February 28, 2021
page 1 of 2

2302

T 81 00000 R EM T1

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

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 1-31-21	\$25,094.73
Interest paid	+0.19
Ending balance 2-28-21	\$25,094.92

**Interest
earned**

Annual percentage yield (APY) earned	0.01%
Number of days this statement period	28
Interest paid 2-26-21	\$0.19
Interest earned this statement period	\$0.19
Interest paid year-to-date	\$0.41
Interest earned (2020)	\$7.95

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

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

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

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

6 Enter ending balance shown on your statement.	\$		

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

8 Enter total from 4.	\$		

9 Subtract 8 from 7 and enter difference here.	\$		
This amount should agree with your check register balance.			

TOTAL →		\$	
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10:05 AM

03/01/21

CHARLTON FIRE DISTRICT #1
Reconciliation Summary
2302 EMERGENCY, Period Ending 02/28/2021

	<u>Feb 28, 21</u>
Beginning Balance	25,094.73
Cleared Transactions	
Deposits and Credits - 1 item	<u>0.19</u>
Total Cleared Transactions	<u>0.19</u>
Cleared Balance	<u>25,094.92</u>
Register Balance as of 02/28/2021	25,094.92
Ending Balance	25,094.92



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

Public Sector Statement
February 28, 2021
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2310

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 2310

CHARLTON FIRE DISTRICT #1
CAPITAL IMPROVEMENTS RESERVES

Beginning balance 1-31-21	\$48,330.19
Interest paid	+0.38
Ending balance 2-28-21	\$48,330.57

Interest
earned

Annual percentage yield (APY) earned	0.01%
Number of days this statement period	28
Interest paid 2-26-21	\$0.38
Interest earned this statement period	\$0.37
Interest paid year-to-date	\$0.79
Interest earned (2020)	\$1.71

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

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Cleveland, Ohio 44101-4518

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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.		
	\$		
	TOTAL →		\$
7	Add 5 and 6 and enter total here.		
	\$		
	TOTAL →		\$
8	Enter total from 4.		
	\$		
	TOTAL →		\$
9	Subtract 8 from 7 and enter difference here.		
	\$		
	TOTAL →		\$
This amount should agree with your check register balance.			

10:06 AM

03/01/21

CHARLTON FIRE DISTRICT #1
Reconciliation Summary
2310 CAPITAL IMPROVEMENTS, Period Ending 02/28/2021

	<u>Feb 28, 21</u>
Beginning Balance	48,330.19
Cleared Transactions	
Deposits and Credits - 1 item	<u>0.38</u>
Total Cleared Transactions	<u>0.38</u>
Cleared Balance	<u><u>48,330.57</u></u>
Register Balance as of 02/28/2021	48,330.57
Ending Balance	48,330.57



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

Public Sector Statement
February 28, 2021
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2528

T 81 00000 R EM TL
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 1-31-21	\$98,474.73
2 Subtractions	-33,748.02
Interest paid	+0.51
Ending balance 2-28-21	\$64,727.22

Subtractions

Transfers	Date	Serial #	Destination			
	2-3		Trf To DDA	0712	3290	\$32,756.00
	2-3		Trf To DDA	0712	3290	992.02
			Total subtractions			\$33,748.02

Interest earned

Annual percentage yield (APY) earned	0.01%
Number of days this statement period	28
Interest paid 2-26-21	\$0.51
Interest earned this statement period	\$0.51
Interest paid year-to-date	\$1.46
Interest earned (2020)	\$428.06

10:06 AM

03/01/21

CHARLTON FIRE DISTRICT #1
Reconciliation Summary
2528 NEW FIREHOUSE, Period Ending 02/28/2021

	<u>Feb 28, 21</u>
Beginning Balance	98,474.73
Cleared Transactions	
Checks and Payments - 2 items	-33,748.02
Deposits and Credits - 1 item	<u>0.51</u>
Total Cleared Transactions	<u>-33,747.51</u>
Cleared Balance	<u><u>64,727.22</u></u>
Register Balance as of 02/28/2021	64,727.22
Ending Balance	64,727.22

10:06 AM

03/01/21

CHARLTON FIRE DISTRICT #1
Reconciliation Detail
2528 NEW FIREHOUSE, Period Ending 02/28/2021

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						98,474.73
Cleared Transactions						
Checks and Payments - 2 items						
Transfer	02/03/2021		TRANSFER TO OP...	X	-32,756.00	-32,756.00
Transfer	02/03/2021		TRANSFER TO OP...	X	-992.02	-33,748.02
Total Checks and Payments					-33,748.02	-33,748.02
Deposits and Credits - 1 item						
Deposit	02/26/2021		INTEREST PAID	X	0.51	0.51
Total Deposits and Credits					0.51	0.51
Total Cleared Transactions					-33,747.51	-33,747.51
Cleared Balance					-33,747.51	64,727.22
Register Balance as of 02/28/2021					-33,747.51	64,727.22
Ending Balance					-33,747.51	64,727.22

CHARLTON FIRE DISTRICT #1

YTD P & L BUDGET vs. ACTUAL

Cash Basis

January through February 2021

	Jan - Feb 21	Budget	\$ Over Budget	% of Budget
Income				
A1001 REAL PROPERTY TAXES				
REAL PROPERTY TAXES	482,581.22	482,581.22	0.00	100.0%
Total A1001 REAL PROPERTY TAXES	482,581.22	482,581.22	0.00	100.0%
A2401 INTEREST & EARNINGS				
INTEREST & EARNINGS OTHER ACCTS	5.60			
A2401 INTEREST & EARNINGS - Other	0.00	500.00	-500.00	0.0%
Total A2401 INTEREST & EARNINGS	5.60	500.00	-494.40	1.1%
H2401 INTEREST & EARNINGS	1.46			
Total Income	482,588.28	483,081.22	-492.94	99.9%
Gross Profit	482,588.28	483,081.22	-492.94	99.9%
Expense				
A34101 FIRE PER SVC				
PERSONAL SERVICES				
FEDERAL INCOME TAX	188.00			
FICA EMPLOYEE	142.60			
MEDICARE EMPLOYEE	33.35			
NYS INCOME TAX	45.90			
SECRETARY WAGES	1,177.30	8,400.00	-7,222.70	14.0%
TREASURER WAGES	2,617.20	19,200.00	-16,582.80	13.6%
Total PERSONAL SERVICES	4,204.35	27,600.00	-23,395.65	15.2%
Total A34101 FIRE PER SVC	4,204.35	27,600.00	-23,395.65	15.2%
A34102 FIRE, EQUIP & CAP OUTLAY				
BUILDING IMPROVEMENTS	26,000.00			
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	26,000.00	10,800.00	15,200.00	240.7%
A34104 FIRE PROTECTION				
ANNUAL AUDIT	0.00	4,000.00	-4,000.00	0.0%
APPARATUS MAINT/REPAIR	1,178.92	15,000.00	-13,821.08	7.9%
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	5,218.84	15,000.00	-9,781.16	34.8%
BUILDING & GROUNDS REPAIRS	518.38	1,500.00	-981.62	34.6%
COMMISSIONER TRAINING	100.00	200.00	-100.00	50.0%
DATA ENTRY-INCIDENT REPORTING	0.00	3,000.00	-3,000.00	0.0%
ELECTRIC	2,657.25	8,000.00	-5,342.75	33.2%
EMS DATA ENTRY PACKAGE	3,186.65			
EMS SUPPLIES	132.32	2,000.00	-1,867.68	6.6%
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	150.78	300.00	-149.22	50.3%
FUEL - BUILDING	3,982.80	3,000.00	982.80	132.8%
FUEL - TRUCKS	299.02	3,500.00	-3,200.98	8.5%
HOSE/LADDER TESTING	0.00	1,000.00	-1,000.00	0.0%

CHARLTON FIRE DISTRICT #1
YTD P & L BUDGET vs. ACTUAL
January through February 2021

Cash Basis

	Jan - Feb 21	Budget	\$ Over Budget	% of Budget
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	180.26	600.00	-419.74	30.0%
POSTAGE	318.00	400.00	-82.00	79.5%
PRINTING & SUPPLIES	0.00	800.00	-800.00	0.0%
PUBLIC NOTICES	11.97	200.00	-188.03	6.0%
TELEPHONE & CABLE	1,038.96	4,000.00	-2,961.04	26.0%
WASTE DISPOSAL	59.00	1,000.00	-941.00	5.9%
WATER	215.46			
WEBSITE ADMINISTRATION	60.00	200.00	-140.00	30.0%
Total A34104 FIRE PROTECTION	21,954.93	121,450.00	-99,495.07	18.1%
A90308 SOCIAL SECURITY				
FICA EMPLOYER	142.60	1,800.00	-1,657.40	7.9%
MEDICARE EMPLOYER	33.35	400.00	-366.65	8.3%
Total A90308 SOCIAL SECURITY	175.95	2,200.00	-2,024.05	8.0%
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	107,756.00			
207 INPECTIONS	110.00			
208 UTILITIES COST	1,633.90			
Total 200 NEW BLDG CONSTRUCTION PHASE	109,499.90			
300 OWNERS EXPENSES & MISC				
301 FIRE DEPT FFE ALLOWANCE	5,715.02			
Total 300 OWNERS EXPENSES & MISC	5,715.02			
Total H34102 NEW FIREHOUSE	115,214.92			
Total Expense	167,550.15	483,081.00	-315,530.85	34.7%
Net Income	315,038.13	0.22	315,037.91	143,199,150.0%