

Charlton Fire District Meeting Minutes
August 3, 2021

PUBLIC MEETING: The public meeting of the Charlton Fire District was called to order on August 3, 2021 at 7:05 p.m.

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

ABSENT:

1. Approval of Agenda

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

2. Approval of Minutes

Motion to approve last month's meeting minutes made by Jeff Voigt and seconded by Kevin Loukes. 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: \$509,415.20
Payroll Account: \$16,511.30
Apparatus Capital Reserve: \$207,131.81
Equipment Capital Reserve: \$64,705.60
Emergency Capital Reserve: \$25,095.97
Capital Improvement Reserve: \$48,332.59
Bond Account: \$56,474.35
Total ending on August 3, 2021: \$927,666.82

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

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

The treasurer is waiting to hear back from the auditor, Dick DiNolfo, regarding the 2020 audit.

5. Chief's Report

- a. Kevin Riehl presented the Chief's Report. 26 calls for the month:
 - 11-EMS
 - 2-Structure fire

2-C/O alarm

8-Fire alarm
2-MVA
1-Good intent

- b. Car 18 mileage as of 7/13 is 60,900 and car 18-0 mileage as of 7/13 is 67,192.
- c. Chief requested use of the fire trucks for Dave Milne's funeral at Eagle Crest Golf Course on August 15th at 4pm.
- d. Repairs were made to 18-1 for an air leak and a compartment door not opening.
- e. 18-0 had an inspection and oil change.
- f. Chief requested permission to release copies of Bill Heilman's firefighter records. Bill has requested them for purposes of joining a Michigan volunteer fire department.
- g. The department will need four additional sets of gear. If ordered by the end of the year, CFD will benefit from 2021 pricing before the 2022 price increases go into effect.
- h. The chief reminded the board that 18-2 and 18-4 are up for replacement in the next few years and that 18-0 will likely not pass inspection next year due to significant underbody deterioration.
- i. Chief presented sealcoating quotes to the board for review.
- j. Chief DeCapria presented purchase requests. (Motions under new business)

6. Committee Reports

- a. **Facilities Management (Kevin Loukes)**
See Chief's Report
- 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 chairman presented Resolution 23-2021 (Mask Policy), Resolution 24-2021 (Security Camera Policy) and the Drug/Alcohol Policy. All were reviewed by the district's legal counsel. The Drug/Alcohol Policy was tabled for further discussion.

Motion to approve Resolution 23-2021 (Mask Policy) made by Jeff Voigt and seconded by Leland Roden. Approved 5-0.

Motion to approve the Resolution 24-2021 (Security Camera Policy) made by Jeff Voigt and seconded by Kevin Loukes. Approved 5-0.

8. New Business

- a. The board reviewed and discussed the sealcoating/stripping bids. Two were received-BDB Paving and C.W. Sealcoating.
- b. The 2022 budget was discussed. August 17th is the next budget mtg date.

Motion to approve the sealcoating bid from BDB Paving for \$3,750 made by Jeff Voigt and seconded by Steve Eichfeld. Approved 5-0.

Motion to approve use of the fire trucks for Dave Milne's funeral on August 15th made by Jeff Voigt and seconded by Steve Eichfeld. Approved 5-0.

Motion to approve the release of Bill Heilman's firefighter records made by Jeff Voigt and seconded by Leland Roden. Approved 5-0.

9. Executive Session

Motion to adjourn to executive session to discuss a personnel matter at 8:38 made by Jeff Voigt and seconded by Leland Roden. Approved 5-0.

Motion to return to public session at 9:22 made by Jeff Voigt and seconded by Steve Eichfeld. Approved 5-0.

10. Privilege of the Floor

Nothing to report

11. Adjournment

Motion to adjourn made by Jeff Voigt and seconded by Kevin Loukes 9:30 p.m. Approved 5-0.

CHARLTON FIRE DISTRICT #1

Profit & Loss

July 2021

	Jul 21	Jun 21	\$ Change
Income			
H2401 INTEREST & EARNINGS	0.48	0.46	0.02
A2401 INTEREST & EARNINGS			
INTEREST & EARNINGS OTHER ACCTS	2.93	2.84	0.09
Total A2401 INTEREST & EARNINGS	2.93	2.84	0.09
Total Income	3.41	3.30	0.11
Gross Profit	3.41	3.30	0.11
Expense			
H34102 NEW FIREHOUSE			
300 OWNERS EXPENSES & MISC			
301 FIRE DEPT FFE ALLOWANCE	16.98	5,024.46	-5,005.48
Total 300 OWNERS EXPENSES & MISC	18.98	5,024.46	-5,005.48
Total H34102 NEW FIREHOUSE	18.98	5,024.46	-5,005.48
A90308 SOCIAL SECURITY			
MEDICARE EMPLOYER	66.70	0.00	66.70
FICA EMPLOYER	285.20	0.00	285.20
Total A90308 SOCIAL SECURITY	351.90	0.00	351.90
A34102 FIRE, EQUIP & CAP OUTLAY			
BUILDING IMPROVEMENTS	2,500.00	0.00	2,500.00
Total A34102 FIRE, EQUIP & CAP OUTLAY	2,500.00	0.00	2,500.00
A34101 FIRE PER SVC			
PERSONAL SERVICES			
MEDICARE EMPLOYEE	66.70	0.00	66.70
FICA EMPLOYEE	285.20	0.00	285.20
FEDERAL INCOME TAX	376.00	0.00	376.00
SECRETARY WAGES	588.65	588.65	0.00
TREASURER WAGES	1,308.60	1,308.60	0.00
Total PERSONAL SERVICES	2,625.15	1,897.25	727.90
Total A34101 FIRE PER SVC	2,625.15	1,897.25	727.90
A34104 FIRE PROTECTION			
BUILDING & GROUNDS REPAIRS	0.00	1,938.29	-1,938.29
FOOD REIMBURSEMENTS	36.00	0.00	36.00
WEBSITE ADMINISTRATION	40.00	0.00	40.00
POSTAGE	55.00	0.00	55.00
WASTE DISPOSAL	118.00	59.00	59.00
FUEL - TRUCKS	125.85	417.04	-291.19
EMS SUPPLIES	137.30	131.29	6.01
ELECTRIC	376.59	393.17	-16.58
TELEPHONE & CABLE	533.59	523.59	10.00
FUEL - BUILDING	617.71	0.00	617.71
MISCELLANEOUS	999.54	27.83	971.71
APPARATUS MAINT/REPAIR	2,695.49	383.62	2,311.87
BUILDING & GROUNDS MAINTENANCE	5,031.37	2,515.00	2,516.37
Total A34104 FIRE PROTECTION	10,766.44	6,388.83	4,377.61
Total Expense	16,262.47	13,310.54	2,951.93
Net Income	-16,259.06	-13,307.24	-2,951.82

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

Cash Basis

	Jul 21	Jul 20
A200 CASH		
0712 OPERATING	506,875.20	365,112.32
0720 PAYROLL	16,511.30	17,317.10
Total A200 CASH	523,386.50	382,429.42
A230 CASH, SPECIAL RESERVES		
2286 APPARATUS	207,131.81	157,112.83
2294 EQUIPMENT	64,705.60	8,701.05
2302 EMERGENCY	25,095.97	25,093.47
2310 CAPITAL IMPROVEMENTS	48,332.59	4,329.27
2528 NEW FIREHOUSE	56,474.35	392,445.11
Total A230 CASH, SPECIAL RESER...	401,740.32	587,681.73
TOTAL	925,126.82	970,111.15

Keybank National Association Account Totals July 2021

ACCOUNT NAME	NUMBER	BALANCE
OPERATING ACCOUNT	0712	\$509,415.20
PAYROLL ACCOUNT	0720	\$16,511.30
CHARLTON FIRE DISTRICT #1	2528	\$56,474.35
APPARATUS CAPITAL RESERVE	2286	\$207,131.81
EQUIPMENT CAPITAL RESERVES	2294	\$64,705.60
EMERGENCY REPAIR RESERVES	2302	\$25,095.97
CAPITAL IMPROVEMENTS RESERVES	2310	\$48,332.59
Total Balances:		\$927,666.82



KeyBank
P.O. Box 93885
Cleveland, OH 44101-5385

Public Sector Statement

July 31, 2021

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0712

16 X 81 00016 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 6-30-21	\$513,667.98
2 Additions	+6,909.68
16 Subtractions	-11,162.46
Ending balance 7-31-21	\$509,415.20

Additions

Deposits	Date	Serial #	Source	
	7-2		Direct Deposit, Dept Fin Svcs 2% Fire TX	\$6,890.70
Transfers	Date	Serial #	Source	
	7-15		Trf Fr 02528 3290	\$18.98
Total additions				\$6,909.68

Subtractions

Paper Checks * check missing from sequence

Check	Date	Amount	Check	Date	Amount	Check	Date	Amount
8279	7-7	\$417.04	8285	7-19	2,695.49	8291	7-19	333.59
8280	7-19	373.52	8286	7-22	452.61	8292	7-23	376.59
8281	7-21	700.00	8287	7-22	125.85	8293	7-21	118.00
8282	7-26	3,970.00	8289	7-19	530.00	8294	7-15	100.00
8283	7-19	73.76	8290	7-19	617.71	8295	7-26	136.00
8284	7-22	137.30						

Paper Checks Paid \$11,162.46

Interest
earned

Number of days this statement period

31

0712 - 03290

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.
- * **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

- ③ 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.	

1:42 PM

08/03/21

CHARLTON FIRE DISTRICT #1
Reconciliation Summary
0712 OPERATING, Period Ending 07/31/2021

	Jul 31, 21
Beginning Balance	513,667.98
Cleared Transactions	
Checks and Payments - 16 items	-11,162.46
Deposits and Credits - 2 items	6,909.68
Total Cleared Transactions	-4,252.78
Cleared Balance	509,415.20
Uncleared Transactions	
Checks and Payments - 2 items	-2,540.00
Total Uncleared Transactions	-2,540.00
Register Balance as of 07/31/2021	506,875.20
Ending Balance	506,875.20

CHARLTON FIRE DISTRICT #1
Reconciliation Detail
0712 OPERATING, Period Ending 07/31/2021

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						513,667.98
Cleared Transactions						
Checks and Payments - 16 items						
Check	06/01/2021	8279	TOWN OF CHARLT...	X	-417.04	-417.04
Check	07/13/2021	8282	PRO-CUT LANDSC...	X	-3,970.00	-4,387.04
Check	07/13/2021	8285	VANDER MOLEN FL...	X	-2,695.49	-7,082.53
Check	07/13/2021	8281	TARGET Solutio...	X	-700.00	-7,782.53
Check	07/13/2021	8290	G.A. BOVE FUELS	X	-617.71	-8,400.24
Check	07/13/2021	8289	TRI CITY JANITORI...	X	-530.00	-8,930.24
Check	07/13/2021	8286	JOHNSON CONTR...	X	-452.81	-9,382.85
Check	07/13/2021	8292	NATIONAL GRID	X	-376.59	-9,759.44
Check	07/13/2021	8280	FASNY FCU CARD...	X	-373.52	-10,132.96
Check	07/13/2021	8291	SPECTRUM	X	-333.59	-10,466.55
Check	07/13/2021	8284	HENRY SCHEIN INC	X	-137.30	-10,603.85
Check	07/13/2021	8295	DEAN DECAPRIA	X	-136.00	-10,739.85
Check	07/13/2021	8287	TOWN OF CHARLT...	X	-125.85	-10,865.70
Check	07/13/2021	8293	COUNTY WASTE	X	-118.00	-10,983.70
Check	07/13/2021	8294	KEVIN RIEHL	X	-100.00	-11,083.70
Check	07/13/2021	8283	STAPLES	X	-78.76	-11,162.46
Total Checks and Payments					-11,162.46	-11,162.46
Deposits and Credits - 2 items						
Deposit	07/02/2021		DEPT FIN SVCS 2...	X	6,890.70	6,890.70
Deposit	07/15/2021		TRANSFER TO OP...	X	18.98	6,909.68
Total Deposits and Credits					6,909.68	6,909.68
Total Cleared Transactions					-4,252.78	-4,252.78
Cleared Balance					-4,252.78	509,415.20
Uncleared Transactions						
Checks and Payments - 2 items						
Check	07/13/2021	8288	Atypica Inc.		-40.00	-40.00
Check	07/18/2021	8296	D E FLYNN EXCAV...		-2,500.00	-2,540.00
Total Checks and Payments					-2,540.00	-2,540.00
Total Uncleared Transactions					-2,540.00	-2,540.00
Register Balance as of 07/31/2021					-6,792.78	506,875.20
Ending Balance					-6,792.78	506,875.20



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

Public Sector Statement

July 31, 2021

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0720

2 X 61 00002 R SM 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 0720
CHARLTON FIRE DISTRICT #1
PAYROLL ACCOUNT

Beginning balance 6-30-21	\$19,488.35
4 Subtractions	-2,977.05
Ending balance 7-31-21	\$16,511.30

Subtractions

Paper Checks * check missing from sequence

Check	Date	Amount	Check	Date	Amount	
1034	7-14	\$588.65	1035	7-19	1,308.60	
					Paper Checks Paid	\$1,897.25

Withdrawals	Date	Serial #	Location	
	7-12		Direct Withdrawal, Irs	Usataxpymt \$539.90
	7-16		Direct Withdrawal, Irs	Usataxpymt 539.90
Total subtractions				\$2,977.05

Interest
earned

Number of days this statement period

31

0720 - 03290

2281

1:43 PM

08/03/21

CHARLTON FIRE DISTRICT #1
Reconciliation Summary
0720 PAYROLL, Period Ending 07/31/2021

	<u>Jul 31, 21</u>
Beginning Balance	19,488.35
Cleared Transactions	
Checks and Payments - 4 items	<u>-2,977.05</u>
Total Cleared Transactions	<u>-2,977.05</u>
Cleared Balance	<u>16,511.30</u>
Register Balance as of 07/31/2021	16,511.30
New Transactions	
Checks and Payments - 2 items	<u>-1,897.25</u>
Total New Transactions	<u>-1,897.25</u>
Ending Balance	<u>14,614.05</u>

CHARLTON FIRE DISTRICT #1
Reconciliation Detail
0720 PAYROLL, Period Ending 07/31/2021

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						19,488.35
Cleared Transactions						
Checks and Payments - 4 items						
Check	07/12/2021		DIRECT WITHDRA...	X	-539.90	-539.90
Check	07/13/2021	1035	Andrew G La Patra	X	-1,308.60	-1,848.50
Check	07/13/2021	1034	Sharon B Cronin	X	-588.65	-2,437.15
Check	07/19/2021		DIRECT WITHDRA...	X	-539.90	-2,977.05
Total Checks and Payments					-2,977.05	-2,977.05
Total Cleared Transactions					-2,977.05	-2,977.05
Cleared Balance					-2,977.05	16,511.30
Register Balance as of 07/31/2021					-2,977.05	16,511.30
New Transactions						
Checks and Payments - 2 items						
Check	08/02/2021		Andrew G La Patra		-1,308.60	-1,308.60
Check	08/02/2021		Sharon B Cronin		-588.65	-1,897.25
Total Checks and Payments					-1,897.25	-1,897.25
Total New Transactions					-1,897.25	-1,897.25
Ending Balance					-4,874.30	14,514.05



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

Public Sector Statement

July 31, 2021

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2286

T 81 00000 R EM T1

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

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 6-30-21	\$207,130.05
Interest paid	+1.76
Ending balance 7-31-21	\$207,131.81

Interest
earned

Annual percentage yield (APY) earned	0.01%
Number of days this statement period	31
Interest paid 7-30-21	\$1.76
Interest earned this statement period	\$1.75
Interest paid year-to-date	\$12.03

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

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- Dollar Amount : The dollar amount of the suspected error.
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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.

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

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

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1:45 PM

08/03/21

CHARLTON FIRE DISTRICT #1
Reconciliation Summary
2286 APPARATUS, Period Ending 06/30/2021

	<u>Jun 30, 21</u>
Beginning Balance	207,130.05
Cleared Transactions	
Deposits and Credits - 1 item	<u>1.76</u>
Total Cleared Transactions	<u>1.76</u>
Cleared Balance	<u><u>207,131.81</u></u>
Register Balance as of 06/30/2021	207,131.81
Ending Balance	207,131.81



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

Public Sector Statement

July 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 12294
CHARLTON FIRE DISTRICT #1
EQUIPMENT CAPITAL RESERVES

Beginning balance 6-30-21	\$64,705.05
Interest paid	+0.55
Ending balance 7-31-21	\$64,705.60

Interest
earned

Annual percentage yield (APY) earned	0.01%
Number of days this statement period	31
Interest paid 7-30-21	\$0.55
Interest earned this statement period	\$0.54
Interest paid year-to-date	\$3.76

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.

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

2464

1:45 PM

08/03/21

CHARLTON FIRE DISTRICT #1
Reconciliation Summary
2294 EQUIPMENT, Period Ending 08/01/2021

	<u>Aug 1, 21</u>
Beginning Balance	64,705.05
Cleared Transactions	
Deposits and Credits - 1 item	<u>0.55</u>
Total Cleared Transactions	<u>0.55</u>
Cleared Balance	<u>64,705.60</u>
Register Balance as of 08/01/2021	64,705.60
Ending Balance	64,705.60



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

Public Sector Statement

July 31, 2021

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02302

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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 6-30-21	\$25,095.76
Interest paid	+0.21
Ending balance 7-31-21	\$25,095.97

Interest
earned

Annual percentage yield (APY) earned	0.01%
Number of days this statement period	31
Interest paid 7-30-21	\$0.21
Interest earned this statement period	\$0.21
Interest paid year-to-date	\$1.46

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 12208

- 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

IMPORTANT LINE OF CREDIT INFORMATION

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.

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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 94516
Cleveland, Ohio 44101-4516

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.

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

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

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08/03/21

CHARLTON FIRE DISTRICT #1
Reconciliation Summary
2302 EMERGENCY, Period Ending 07/31/2021

	<u>Jul 31, 21</u>
Beginning Balance	25,095.76
Cleared Transactions	
Deposits and Credits - 1 item	<u>0.21</u>
Total Cleared Transactions	<u>0.21</u>
Cleared Balance	<u><u>25,095.97</u></u>
Register Balance as of 07/31/2021	25,095.97
Ending Balance	25,095.97



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

Public Sector Statement

July 31, 2021

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2310

T 91 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 6-30-21	\$48,332.18
Interest paid	+0.41
Ending balance 7-31-21	\$48,332.59

Interest
earned

Annual percentage yield (APY) earned	0.01%
Number of days this statement period	31
Interest paid 7-30-21	\$0.41
Interest earned this statement period	\$0.41
Interest paid year-to-date	\$2.81

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-61-55-0228
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.

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XFER FROM CKG	- Transfer from Checking Account
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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.

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P.O. Box 94518
Cleveland, Ohio 44101-4518

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

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08/03/21

CHARLTON FIRE DISTRICT #1
Reconciliation Summary
2310 CAPITAL IMPROVEMENTS, Period Ending 07/31/2021

	<u>Jul 31, 21</u>
Beginning Balance	48,332.18
Cleared Transactions	
Deposits and Credits - 1 Item	<u>0.41</u>
Total Cleared Transactions	<u>0.41</u>
Cleared Balance	<u><u>48,332.59</u></u>
Register Balance as of 07/31/2021	48,332.59
Ending Balance	48,332.59



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

Public Sector Statement

July 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 6-30-21	\$56,492.85
1 Subtraction	-18.98
Interest paid	+0.48
Ending balance 7-31-21	\$56,474.35

Subtractions

Transfers	Date	Serial #	Destination			
	7-15		Trf To DI	.0712	3290	\$18.98
			Total subtractions			\$18.98

Interest earned

Annual percentage yield (APY) earned	0.01%
Number of days this statement period	31
Interest paid 7-30-21	\$0.48
Interest earned this statement period	\$0.47
Interest paid year-to-date	\$3.90

CUSTOMER ACCOUNT DISCLOSURES

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

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

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08/03/21

CHARLTON FIRE DISTRICT #1
Reconciliation Summary
2528 NEW FIREHOUSE, Period Ending 07/31/2021

	Jul 31, 21
Beginning Balance	56,492.85
Cleared Transactions	
Checks and Payments - 1 item	-18.98
Deposits and Credits - 1 item	0.48
Total Cleared Transactions	-18.50
Cleared Balance	56,474.35
Register Balance as of 07/31/2021	56,474.35
Ending Balance	56,474.35

1:47 PM

08/03/21

CHARLTON FIRE DISTRICT #1
Reconciliation Detail
2528 NEW FIREHOUSE, Period Ending 07/31/2021

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						56,492.85
Cleared Transactions						
Checks and Payments - 1 item						
Deposit	07/15/2021		TRANSFER TO OP...	X	-18.98	-18.98
Total Checks and Payments					-18.98	-18.98
Deposits and Credits - 1 item						
Deposit	07/30/2021		INTEREST PAID	X	0.48	0.48
Total Deposits and Credits					0.48	0.48
Total Cleared Transactions					-18.50	-18.50
Cleared Balance					-18.50	56,474.35
Register Balance as of 07/31/2021					-18.50	56,474.35
Ending Balance					-18.50	56,474.35

CHARLTON FIRE DISTRICT #1

YTD P & L BUDGET vs. ACTUAL

Cash Basis

January through July 2021

	Jan - Jul 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	20.06			
A2401 INTEREST & EARNINGS - Other	0.00	500.00	-500.00	0.0%
Total A2401 INTEREST & EARNINGS	20.06	500.00	-479.94	4.0%
A2660 SALES OF REAL PROPERTY				
SALES OF REAL PROPERTY	174,696.42			
Total A2660 SALES OF REAL PROPERTY	174,696.42			
H2401 INTEREST & EARNINGS	3.90			
Total Income	657,301.60	483,081.22	174,220.38	136.1%
Gross Profit	657,301.60	483,081.22	174,220.38	136.1%
Expense				
A34101 FIRE PER SVC				
PERSONAL SERVICES				
FEDERAL INCOME TAX	1,316.00			
FICA EMPLOYEE	998.20			
MEDICARE EMPLOYEE	233.45			
NYS INCOME TAX	162.30			
SECRETARY WAGES	4,120.55	8,400.00	-4,279.45	49.1%
TREASURER WAGES	9,160.20	19,200.00	-10,039.80	47.7%
Total PERSONAL SERVICES	15,990.70	27,600.00	-11,609.30	57.9%
Total A34101 FIRE PER SVC	15,990.70	27,600.00	-11,609.30	57.9%
A34102 FIRE, EQUIP & CAP OUTLAY				
BUILDING IMPROVEMENTS	28,500.00			
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	28.85	4,000.00	-3,971.15	0.7%
Total EQUIPMENT	28.85	10,800.00	-10,771.15	0.3%
Total A34102 FIRE, EQUIP & CAP OUTLAY	28,528.85	10,800.00	17,728.85	264.2%
A34104 FIRE PROTECTION				
ANNUAL AUDIT	0.00	4,000.00	-4,000.00	0.0%
APPARATUS MAINT/REPAIR	11,782.10	15,000.00	-3,217.90	78.5%
ASSOCIATION DUES	0.00	200.00	-200.00	0.0%
BANK FEES	47.00	2,300.00	-2,253.00	2.0%
BUILDING & GROUNDS MAINTENANCE	20,593.62	15,000.00	5,593.62	137.3%
BUILDING & GROUNDS REPAIRS	2,456.67	1,500.00	956.67	163.8%
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	5,636.51	8,000.00	-1,363.49	83.0%
EMS DATA ENTRY PACKAGE	3,186.65			
EMS SUPPLIES	897.35	2,000.00	-1,102.65	44.9%
EMS TRAINING	0.00	500.00	-500.00	0.0%
EQUIPMENT MAINT/REPAIR	-267.92	1,000.00	-1,267.92	-26.8%
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	90.00	1,000.00	-910.00	9.0%
FIREMATIC & REHAB SUPPLIES	0.00	500.00	-500.00	0.0%
FOAM	0.00	50.00	-50.00	0.0%

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

Cash Basis

	Jan - Jul 21	Budget	\$ Over Budget	% of Budget
FOOD REIMBURSEMENTS	186.78	300.00	-113.22	62.3%
FUEL - BUILDING	9,697.11	3,000.00	6,697.11	323.2%
FUEL - TRUCKS	1,160.12	3,500.00	-2,339.88	33.1%
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	25,858.90	30,000.00	-4,141.10	86.2%
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	1,204.36	500.00	704.36	240.9%
PAGER REPAIR BATTERIES	0.00	800.00	-800.00	0.0%
PHYSICAL FITNESS	280.26	600.00	-319.74	46.7%
POSTAGE	373.00	400.00	-27.00	93.3%
PRINTING & SUPPLIES	48.79	800.00	-751.21	6.1%
PUBLIC NOTICES	11.97	200.00	-188.03	6.0%
SCBA PACK TESTING	122.50			
TELEPHONE & CABLE	3,663.91	4,000.00	-336.09	91.6%
WASTE DISPOSAL	413.00	1,000.00	-587.00	41.3%
WATER	215.46			
WEBSITE ADMINISTRATION	180.00	200.00	-20.00	90.0%
Total A34104 FIRE PROTECTION	91,469.46	121,450.00	-29,980.54	75.3%
A90308 SOCIAL SECURITY				
FICA EMPLOYER	998.20	1,800.00	-801.80	55.5%
MEDICARE EMPLOYER	233.45	400.00	-166.55	58.4%
Total A90308 SOCIAL SECURITY	1,231.65	2,200.00	-968.35	56.0%
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	49,478.13	98,956.00	-49,477.87	50.0%
Total A97107 DEBT INTEREST, SERIAL BO	49,478.13	98,956.00	-49,477.87	50.0%
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	108,762.00			
207 INSPECTIONS	110.00			
208 UTILITIES COST	1,633.90			
Total 200 NEW BLDG CONSTRUCTION PHASE	110,505.90			
300 OWNERS EXPENSES & MISC				
301 FIRE DEPT FFE ALLOWANCE	18,236.65			
Total 300 OWNERS EXPENSES & MISC	18,236.65			
Total H34102 NEW FIREHOUSE	128,742.55			
Total Expense	315,461.34	483,081.00	-167,619.66	65.3%
Net Income	341,840.26	0.22	341,840.04	155,381,936.4%