

Charlton Fire District Meeting Minutes

November 2, 2021

PUBLIC MEETING: The public meeting of the Charlton Fire District was called to order on November 2, 2021 at 7:02 p.m.

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

2. Approval of Minutes

Motion to approve last month's meeting minutes made by Jeff Voigt and seconded by Kevin Loukes. Approved 4-0.

Motion to approve last month's Budget Hearing meeting minutes made by Jeff Voigt and seconded by Kevin Loukes. Approved 4-0.

3. Chairman's Report

4. Treasurer's Report

a. Treasurer's Report presented by Andy LaPatra.

b. Review and audit of bills.

c. Operating Account: \$345,658.06

Payroll Account: \$9,623.35

Apparatus Capital Reserve: \$207,137.03

Equipment Capital Reserve: \$64,707.23

Emergency Capital Reserve: \$25,096.60

Capital Improvement Reserve: \$48,333.81

Bond Account: \$56,475.30

Total ending on November 1, 2021: \$757,031.86

d. Treasurer requested approval to transfer \$4,266.98 from bond account to the operating account.

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

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

Motion to approve the transfer of \$4,266.98 to the operating account made by Jeff Voigt and seconded by Kevin Loukes. Approved 4-0.

5. Chief's Report

- a. Dean DeCapria presented the Chief's Report. 24 calls for the month:
 - 14-EMS
 - 2-Structure Fire
 - 2-Fire alarm
 - 3-MVA
 - 3-Brush Fire
- b. Car 18 mileage as of 11/1 is 62,970 and car 18-0 mileage as of 11/1 is 67,575.
- c. Gear order, fire alarm parts kit, and eye wash refill are all on backorder.
- d. The chief requested approval to purchase a 2 door storage cabinet for truck bay floor supplies.
- e. 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. Cleaning bid for \$132.50 per week from Tri City Janitorial was presented, reviewed and approved.
- b. Snow plow bids were presented and reviewed. Heloscaping-\$14,500, JH Services-\$14,275, Pro Cut-\$13,600, Crawford Excavating- \$12,900. A motion to approve the Pro Cut bid was made and accepted. Point of information was raised from the floor regarding ethics of Commissioner Loukes speaking about and voting on the Pro Cut bid belonging to a family member. Commissioner Loukes recused himself. Original motion made by Commissioner Loukes was stricken. New motion was presented by Commissioner Voigt and approved.
- c. The revisions to the Alcohol/Drug Policy were discussed. The special circumstances clause #11, allowing alcohol at building functions, was removed citing liability. Effective immediately, alcohol will no longer be permitted on the premises. Comments from the floor were made regarding the Alcohol/Drug Policy.

Motion to approve cleaning bid from Tri city Janitorial made by Jeff Voigt and seconded by Kevin Loukes. Approved 4-0.

Motion to approve the snow plow bid from Pro Cut made by Jeff Voigt and seconded by Leland Roden. Approved (Voigt, Roden), Not Approved (Gannon), Abstain (Loukes).

Motion to approve the revision to the Alcohol/Drug policy made by Jeff Voigt and seconded by Leland Roden. Approved 5-0.

Motion to approve the Alcohol/Drug Policy made by Jeff Voigt and seconded by Steve Eichfeld. Approved 5-0.

8. New Business

- a. Resolution 25-2021 requiring petitions and to appoint and compensate the chairman and election inspectors was discussed and approved. Per the 2021 amendment to Town Law 175 (1), election officials will be paid \$70.
- b. The transfer of funds to reserve accounts was discussed. It has been tabled until the December meeting.
- c. The new 2022 optional exterior firefighter cancer coverage was discussed. The chief will provide an updated number of volunteer firefighters qualifying for this coverage. Further discussion will take place at the next meeting.

Motion to approve the purchase of a 2-door cabinet made by Jeff Voigt and seconded by Leland Roden. Approved 5-0.

Motion to approve Resolution 25-2021 made by Jeff Voigt and seconded by Steve Eichfeld. Approved 5-0.

9. Privilege of the Floor

Trent Mitchell inquired about the ventilation hood for the CFD kitchen stove. Chairman Voigt indicated that the board would look into it at a later date.

Firefighters Pete O'Brien and Christian DeCapria emphasized the need for volunteer firefighters and potential ways to attract new members.

Chief DeCapria discussed PPE money that the Town of Charlton has received. It was recommended that the BOFC contact the town board requesting that a portion of the PPE money be allocated to CFD for recruitment and retention of new firefighters.

10. Adjournment

Motion to adjourn made by Jeff Voigt and seconded by Steve Eichfeld 8:35 p.m. Approved 5-0.

10:39 AM

CHARLTON FIRE DISTRICT #1

Profit & Loss

11/02/21

October 2021

Cash Basis

	Oct 21	Sep 21	\$ Change
Income			
H2401 INTEREST & EARNINGS	0.48	0.47	0.01
A2401 INTEREST & EARNINGS			
INTEREST & EARNINGS OTHER ACCTS	2.93	2.83	0.10
Total A2401 INTEREST & EARNINGS	2.93	2.83	0.10
Total Income	3.41	3.30	0.11
Gross Profit	3.41	3.30	0.11
Expense			
A97107 DEBT INTEREST, SERIAL BO			
INTEREST ON BONDS	0.00	129,478.14	-129,478.14
Total A97107 DEBT INTEREST, SERIAL BO	0.00	129,478.14	-129,478.14
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
A34104 FIRE PROTECTION			
INSURANCE	-1,932.30	0.00	-1,932.30
WASTE DISPOSAL	0.00	63.72	-63.72
PUBLIC NOTICES	0.00	11.10	-11.10
EMS SUPPLIES/FEES	0.00	115.92	-115.92
WEBSITE ADMINISTRATION	60.00	0.00	60.00
BANK FEES	74.00	25.00	49.00
PRINTING & SUPPLIES	78.36	0.00	78.36
APPARATUS MAINT/REPAIR	121.51	792.03	-670.52
FUEL - TRUCKS	186.35	0.00	186.35
ELECTRIC	423.79	489.26	-65.47
BUILDING/GROUNDS MAINTENANCE	530.00	2,515.00	-1,985.00
TELEPHONE/CABLE	533.59	533.59	0.00
Total A34104 FIRE PROTECTION	75.30	4,545.62	-4,470.32
A34101 FIRE PER SVC			
PERSONAL SERVICES			
FEDERAL INCOME TAX	0.00	376.00	-376.00
FICA EMPLOYEE	0.00	285.20	-285.20
MEDICARE EMPLOYEE	0.00	66.70	-66.70
SECRETARY WAGES	588.65	588.65	0.00
TREASURER WAGES	1,308.60	1,308.60	0.00
Total PERSONAL SERVICES	1,897.25	2,625.15	-727.90
Total A34101 FIRE PER SVC	1,897.25	2,625.15	-727.90
H34102 NEW FIREHOUSE			
300 OWNERS EXPENSES & MISC			
301 FIRE DEPT FFE ALLOWANCE	3,750.00	0.00	3,750.00
Total 300 OWNERS EXPENSES & MISC	3,750.00	0.00	3,750.00
Total H34102 NEW FIREHOUSE	3,750.00	0.00	3,750.00

10:39 AM

11/02/21

Cash Basis

CHARLTON FIRE DISTRICT #1

Profit & Loss

October 2021

	Oct 21	Sep 21	\$ Change
A34102 FIRE, EQUIP & CAP OUTLAY			
EQUIPMENT			
PERSONAL PROTECTIVE EQUIP	1,500.00	0.00	1,500.00
FIREFIGHTER EQUIPMENT	3,125.00	982.00	2,143.00
Total EQUIPMENT	4,625.00	982.00	3,643.00
Total A34102 FIRE, EQUIP & CAP OUTLAY	4,625.00	982.00	3,643.00
Total Expense	10,347.55	137,982.81	-127,635.26
Net Income	-10,344.14	-137,979.51	127,635.37

10:39 AM

11/02/21

Cash Basis

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CHARLTON FIRE DISTRICT #1

11/02/21

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Net Income	-10,344.14	-137,979.51	127,635.37

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

Cash Basis

	<u>Oct 21</u>	<u>Oct 20</u>
A200 CASH		
0712 OPERATING	345,658.06	217,207.35
0720 PAYROLL	<u>9,623.35</u>	<u>10,545.55</u>
Total A200 CASH	355,281.41	227,752.90
A230 CASH, SPECIAL RESERVES		
2286 APPARATUS	207,137.03	157,116.78
2294 EQUIPMENT	64,707.23	8,701.27
2302 EMERGENCY	25,096.60	25,094.10
2310 CAPITAL IMPROVEMENTS	48,333.81	4,329.38
2528 NEW FIREHOUSE	<u>56,475.78</u>	<u>191,649.72</u>
Total A230 CASH, SPECIAL RESER...	<u>401,750.45</u>	<u>386,891.25</u>
TOTAL	<u><u>757,031.86</u></u>	<u><u>614,644.15</u></u>

Keybank National Association Account Totals October 2021

ACCOUNT NAME	NUMBER	BALANCE
OPERATING ACCOUNT	0712	\$345,658.06
PAYROLL ACCOUNT	0720	\$9,623.35
CHARLTON FIRE DISTRICT #1	2528	\$56,475.78
APPARATUS CAPITAL RESERVE	2286	\$207,137.03
EQUIPMENT CAPITAL RESERVES	2294	\$64,707.23
EMERGENCY REPAIR RESERVES	2302	\$25,096.60
CAPITAL IMPROVEMENTS RESERVES	2310	\$48,333.81

Total Balances:		\$757,031.86
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KeyBank
P.O. Box 93885
Cleveland, OH 44101-5885

Public Sector Statement
October 31, 2021
page 1 of 3

0712

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

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

Public Transaction Basic 0712
CHARLTON FIRE DISTRICT #1
OPERATING ACCOUNT

Beginning balance 9-30-21	\$354,108.36
1 Addition	+1,932.30
12 Subtractions	-10,308.60
Net fees and charges	-74.00
Ending balance 10-31-21	\$345,658.06

Additions

<i>Deposits</i>	<i>Date</i>	<i>Serial #</i>	<i>Source</i>	
	10-4		Deposit Branch 0081 New York	\$1,932.30
Total additions				\$1,932.30

Subtractions

Paper Checks * check missing from sequence

<i>Check</i>	<i>Date</i>	<i>Amount</i>	<i>Check</i>	<i>Date</i>	<i>Amount</i>	<i>Check</i>	<i>Date</i>	<i>Amount</i>
8322	10-13	\$333.59	8326	10-12	63.97	8330	10-14	186.35
8323	10-12	78.36	8327	10-19	423.79	8331	10-12	100.00
8324	10-15	57.54	8328	10-22	60.00	8332	10-12	100.00
8325	10-18	4,625.00	8329	10-12	530.00	8333	10-13	3,750.00
						Paper Checks Paid		\$10,308.60

Interest earned

Number of days this statement period 31

Fees and charges

<i>Date</i>		<i>Quantity</i>	<i>Unit Charge</i>	
10-8-21	Sep Kbbo Ineligible	1	0.00	\$0.00

0712 - 03290

0712

**Fees and
charges**
(con't)

<i>Date</i>		<i>Quantity</i>	<i>Unit Charge</i>	
10-8-21	Sep Keynav Pre Day Detail Items	29	0.00	0.00
10-8-21	Sep Keynav Online Access	1	0.00	0.00
10-8-21	Sep Keynav Previous Day Report	7	0.00	0.00
10-8-21	Sep Keynav Wire Maintenance	1	50.00	-50.00
10-8-21	Sep Keynav Domestic	2	12.00	-24.00
10-8-21	Sep Keynav Corp Banking Statement	7	0.00	0.00
Fees and charges assessed this period				-\$74.00

CUSTOMER ACCOUNT DISCLOSURES

The following disclosures apply only to accounts covered by the Federal Truth-in-Lending Act or the Federal Electronic Funds Transfer Act, as amended, or similar state laws.

IN CASE OF ERROR OR QUESTIONS ABOUT YOUR ELECTRONIC TRANSFERS:

Call us at the phone number indicated on the first page of this statement, OR write us at the address listed below, as soon as you can, if you think your statement or receipt is wrong or if you need more information about a transfer listed on the statement or receipt. We must hear from you no later than sixty (60) days after we sent you the FIRST statement on which the problem or error appeared.

**KeyBank
Customer Disputes
NY-31-55-0228
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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9:18 AM

11/02/21

CHARLTON FIRE DISTRICT #1
Reconciliation Summary
0712 OPERATING, Period Ending 10/31/2021

	<u>Oct 31, 21</u>
Beginning Balance	354,108.36
Cleared Transactions	
Checks and Payments - 14 items	-10,382.60
Deposits and Credits - 6 items	<u>1,932.30</u>
Total Cleared Transactions	<u>-8,450.30</u>
Cleared Balance	<u><u>345,658.06</u></u>
Register Balance as of 10/31/2021	345,658.06
Ending Balance	345,658.06

CHARLTON FIRE DISTRICT #1
Reconciliation Detail
0712 OPERATING, Period Ending 10/31/2021

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						354,108.36
Cleared Transactions						
Checks and Payments - 14 items						
Check	10/05/2021	8325	MES	X	-4,625.00	-4,625.00
Check	10/05/2021	8329	TRI CITY JANITORI...	X	-530.00	-5,155.00
Check	10/05/2021	8327	NATIONAL GRID	X	-423.79	-5,578.79
Check	10/05/2021	8322	SPECTRUM	X	-333.59	-5,912.38
Check	10/05/2021	8330	TOWN OF CHARLT...	X	-186.35	-6,098.73
Check	10/05/2021	8332	KEVIN RIEHL	X	-100.00	-6,198.73
Check	10/05/2021	8331	DEAN DECAPRIA	X	-100.00	-6,298.73
Check	10/05/2021	8323	RICOH USA INC	X	-78.36	-6,377.09
Check	10/05/2021	8326	O'REILLY FIRST C...	X	-63.97	-6,441.06
Check	10/05/2021	8328	Atypica Inc.	X	-60.00	-6,501.06
Check	10/05/2021	8324	BURNT HILLS HAR...	X	-57.54	-6,558.60
Check	10/07/2021	8333	BDB PAVING & GE...	X	-3,750.00	-10,308.60
Check	10/08/2021		KEYBANK	X	-50.00	-10,358.60
Check	10/08/2021		KEYBANK	X	-24.00	-10,382.60
Total Checks and Payments					-10,382.60	-10,382.60
Deposits and Credits - 6 items						
Deposit	10/04/2021		AMSURE	X	1,932.30	1,932.30
Check	10/08/2021		KEYBANK	X	0.00	1,932.30
Check	10/08/2021		KEYBANK	X	0.00	1,932.30
Check	10/08/2021		KEYBANK	X	0.00	1,932.30
Check	10/08/2021		KEYBANK	X	0.00	1,932.30
Check	10/08/2021		KEYBANK	X	0.00	1,932.30
Total Deposits and Credits					1,932.30	1,932.30
Total Cleared Transactions					-8,450.30	-8,450.30
Cleared Balance					-8,450.30	345,658.06
Register Balance as of 10/31/2021					-8,450.30	345,658.06
Ending Balance					-8,450.30	345,658.06



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

Public Sector Statement
October 31, 2021
page 1 of 2

0720

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 .0720
CHARLTON FIRE DISTRICT #1
PAYROLL ACCOUNT

Beginning balance 9-30-21	\$11,520.60
2 Subtractions	-1,897.25
Ending balance 10-31-21	\$9,623.35

Subtractions

Paper Checks * check missing from sequence

<i>Check</i>	<i>Date</i>	<i>Amount</i>	<i>Check</i>	<i>Date</i>	<i>Amount</i>
1040	10-7	\$588.65	1041	10-8	1,308.60

Paper Checks Paid \$1,897.25

**Interest
earned**

Number of days this statement period

31

1834

CHARLTON FIRE DISTRICT #1
Reconciliation Summary
0720 PAYROLL, Period Ending 10/31/2021

	<u>Oct 31, 21</u>	
Beginning Balance		11,520.60
Cleared Transactions		
Checks and Payments - 2 items	<u>-1,897.25</u>	
Total Cleared Transactions	<u>-1,897.25</u>	
Cleared Balance		<u>9,623.35</u>
Register Balance as of 10/31/2021		9,623.35
Ending Balance		9,623.35

CHARLTON FIRE DISTRICT #1
Reconciliation Detail
0720 PAYROLL, Period Ending 10/31/2021

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						11,520.60
Cleared Transactions						
Checks and Payments - 2 items						
Check	10/05/2021	1041	ANDREW G. LA PA...	X	-1,308.60	-1,308.60
Check	10/05/2021	1040	Sharon B Cronin	X	-588.65	-1,897.25
Total Checks and Payments					-1,897.25	-1,897.25
Total Cleared Transactions					-1,897.25	-1,897.25
Cleared Balance					-1,897.25	9,623.35
Register Balance as of 10/31/2021					-1,897.25	9,623.35
Ending Balance					-1,897.25	9,623.35



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

Public Sector Statement
October 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 9-30-21	\$207,135.27
Interest paid	+1.76
Ending balance 10-31-21	\$207,137.03

Interest
earned

Annual percentage yield (APY) earned	0.01%
Number of days this statement period	31
Interest paid 10-29-21	\$1.76
Interest earned this statement period	\$1.75
Interest paid year-to-date	\$17.25

9:20 AM

11/02/21

CHARLTON FIRE DISTRICT #1
Reconciliation Summary
2286 APPARATUS, Period Ending 09/30/2021

	Sep 30, 21
Beginning Balance	207,135.27
Cleared Transactions	
Deposits and Credits - 1 item	1.76
Total Cleared Transactions	1.76
Cleared Balance	207,137.03
Register Balance as of 09/30/2021	207,137.03
Ending Balance	207,137.03



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

Public Sector Statement
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02294

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 9-30-21	\$64,706.68
Interest paid	+0.55
Ending balance 10-31-21	\$64,707.23

**Interest
earned**

Annual percentage yield (APY) earned	0.01%
Number of days this statement period	31
Interest paid 10-29-21	\$0.55
Interest earned this statement period	\$0.54
Interest paid year-to-date	\$5.39

1987

9:21 AM

11/02/21

CHARLTON FIRE DISTRICT #1
Reconciliation Summary
2294 EQUIPMENT, Period Ending 11/01/2021

	Nov 1, 21
Beginning Balance	64,706.68
Cleared Transactions	
Deposits and Credits - 1 item	0.55
Total Cleared Transactions	0.55
Cleared Balance	<u>64,707.23</u>
Register Balance as of 11/01/2021	64,707.23
Ending Balance	64,707.23



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

Public Sector Statement
October 31, 2021
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2302

T 81 00000 R EM T1

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

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

Public Savings : 2302
CHARLTON FIRE DISTRICT #1
EMERGENCY REPAIR RESERVES

Beginning balance 9-30-21	\$25,096.39
Interest paid	+0.21
Ending balance 10-31-21	\$25,096.60

**Interest
earned**

Annual percentage yield (APY) earned	0.01%
Number of days this statement period	31
Interest paid 10-29-21	\$0.21
Interest earned this statement period	\$0.21
Interest paid year-to-date	\$2.09

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

- 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.

[illegible]

9:22 AM

11/02/21

CHARLTON FIRE DISTRICT #1
Reconciliation Summary
2302 EMERGENCY, Period Ending 10/31/2021

	Oct 31, 21
Beginning Balance	25,096.39
Cleared Transactions	
Deposits and Credits - 1 item	0.21
Total Cleared Transactions	0.21
Cleared Balance	25,096.60
Register Balance as of 10/31/2021	25,096.60
Ending Balance	25,096.60



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

Public Sector Statement
October 31, 2021
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12310

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 Saving: 12310
CHARLTON FIRE DISTRICT #1
CAPITAL IMPROVEMENTS RESERVES

Beginning balance 9-30-21	\$48,333.40
Interest paid	+0.41
Ending balance 10-31-21	\$48,333.81

**Interest
earned**

Annual percentage yield (APY) earned	0.01%
Number of days this statement period	31
Interest paid 10-29-21	\$0.41
Interest earned this statement period	\$0.41
Interest paid year-to-date	\$4.03

1836

9:23 AM

11/02/21

CHARLTON FIRE DISTRICT #1
Reconciliation Summary
2310 CAPITAL IMPROVEMENTS, Period Ending 10/31/2021

	Oct 31, 21
Beginning Balance	48,333.40
Cleared Transactions	
Deposits and Credits - 1 item	0.41
Total Cleared Transactions	0.41
Cleared Balance	<u>48,333.81</u>
Register Balance as of 10/31/2021	48,333.81
Ending Balance	48,333.81



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

Public Sector Statement
October 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 9-30-21	\$56,475.30
Interest paid	+0.48
Ending balance 10-31-21	\$56,475.78

**Interest
earned**

Annual percentage yield (APY) earned	0.01%
Number of days this statement period	31
Interest paid 10-29-21	\$0.48
Interest earned this statement period	\$0.47
Interest paid year-to-date	\$5.33

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

- 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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ADV CR CARD	- Advance from Credit Card

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- **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, and if so, why.
- 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.
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- We can apply any unpaid amount against your credit limit.

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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.

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INSTRUCTIONS

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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.		
--	--	--

9:24 AM

11/02/21

CHARLTON FIRE DISTRICT #1
Reconciliation Summary
2528 NEW FIREHOUSE, Period Ending 10/31/2021

	Oct 31, 21
Beginning Balance	56,475.30
Cleared Transactions	
Deposits and Credits - 1 item	0.48
Total Cleared Transactions	0.48
Cleared Balance	<u>56,475.78</u>
Register Balance as of 10/31/2021	56,475.78
Ending Balance	56,475.78

CHARLTON FIRE DISTRICT #1

YTD P & L BUDGET vs. ACTUAL

January through October 2021

Cash Basis

	Jan - Oct 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	28.76			
A2401 INTEREST & EARNINGS - Other	0.00	500.00	-500.00	0.0%
Total A2401 INTEREST & EARNINGS	28.76	500.00	-471.24	5.8%
A2660 SALES OF REAL PROPERTY				
SALES OF REAL PROPERTY	174,696.42			
Total A2660 SALES OF REAL PROPERTY	174,696.42			
H2401 INTEREST & EARNINGS	5.33			
Total Income	657,311.73	483,081.22	174,230.51	136.1%
Gross Profit	657,311.73	483,081.22	174,230.51	136.1%
Expense				
A34101 FIRE PER SVC				
PERSONAL SERVICES				
FEDERAL INCOME TAX	1,692.00			
FICA EMPLOYEE	1,283.40			
MEDICARE EMPLOYEE	300.15			
NYS INCOME TAX	278.70			
SECRETARY WAGES	5,886.50	8,400.00	-2,513.50	70.1%
TREASURER WAGES	13,086.00	19,200.00	-6,114.00	68.2%
Total PERSONAL SERVICES	22,526.75	27,600.00	-5,073.25	81.6%
Total A34101 FIRE PER SVC	22,526.75	27,600.00	-5,073.25	81.6%
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	3,854.69	1,000.00	2,854.69	385.5%
EMS EQUIPMENT	0.00	1,000.00	-1,000.00	0.0%
FIREFIGHTER EQUIPMENT	4,637.00	3,000.00	1,637.00	154.6%
HOSE REPLACEMENT	0.00	800.00	-800.00	0.0%
PERSONAL PROTECTIVE EQUIP	1,528.85	4,000.00	-2,471.15	38.2%
Total EQUIPMENT	10,020.54	10,800.00	-779.46	92.8%
Total A34102 FIRE, EQUIP & CAP OUTLAY	38,520.54	10,800.00	27,720.54	356.7%
A34104 FIRE PROTECTION				
ANNUAL AUDIT	0.00	4,000.00	-4,000.00	0.0%
APPARATUS MAINT/REPAIR	13,446.27	15,000.00	-1,553.73	89.6%
ASSOCIATION DUES	0.00	200.00	-200.00	0.0%
BANK FEES	146.00	2,300.00	-2,154.00	6.3%
BUILDING/GROUNDS MAINTENANCE	26,153.62	15,000.00	11,153.62	174.4%
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	700.00	3,000.00	-2,300.00	23.3%
ELECTRIC	8,077.15	8,000.00	77.15	101.0%
EMS DATA ENTRY PACKAGE	3,186.65			
EMS SUPPLIES/FEES	1,013.27	2,000.00	-986.73	50.7%
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	600.00	-600.00	0.0%
FOAM	0.00	50.00	-50.00	0.0%

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

Cash Basis

January through October 2021

	Jan - Oct 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	1,551.53	3,500.00	-1,948.47	44.3%
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	23,926.60	30,000.00	-6,073.40	79.8%
INTERIOR FIREFIGHTING FIT TRAIN	0.00	800.00	-800.00	0.0%
LEGAL/MEDICAL SERVICES	0.00	3,000.00	-3,000.00	0.0%
MISCELLANEOUS	562.46	500.00	62.46	112.5%
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	127.15	800.00	-672.85	15.9%
PUBLIC NOTICES	23.07	200.00	-176.93	11.5%
SCBA PACK TESTING	122.50			
TELEPHONE/CABLE	5,264.68	4,000.00	1,264.68	131.6%
WASTE DISPOSAL	540.44	1,000.00	-459.56	54.0%
WATER	215.46			
WEBSITE ADMINISTRATION	240.00	200.00	40.00	120.0%
Total A34104 FIRE PROTECTION	100,764.07	121,450.00	-20,685.93	83.0%
A90308 SOCIAL SECURITY				
FICA EMPLOYER	1,283.40	1,800.00	-516.60	71.3%
MEDICARE EMPLOYER	300.15	400.00	-99.85	75.0%
Total A90308 SOCIAL SECURITY	1,583.55	2,200.00	-616.45	72.0%
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	178,956.27	98,956.00	80,000.27	180.8%
Total A97107 DEBT INTEREST, SERIAL BO	178,956.27	98,956.00	80,000.27	180.8%
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	21,986.65			
Total 300 OWNERS EXPENSES & MISC	21,986.65			
400 PROFESSIONAL SERVICES				
404 FINANCES & LEGAL FEES	1,832.00			
Total 400 PROFESSIONAL SERVICES	1,832.00			
Total H34102 NEW FIREHOUSE	134,324.55			
Total Expense	476,675.73	483,081.00	-6,405.27	98.7%
Net Income	180,636.00	0.22	180,635.78	82,107,272.7%