

**Charlton Fire District Meeting Minutes**  
**May 7, 2019**

**PUBLIC MEETING:** The public meeting of the Charlton Fire District was called to order on May 7, 2019 at 7:05 p.m.

**PRESENT:** Jeff Voigt (Chairman), Bob LeGere, Kevin Loukes, Steve Eichfeld (7:20), Leland Roden Sharon Cronin (Secretary), Andy La Patra (Treasurer)

**ABSENT:**

**1. Approval of Agenda**

Motion to approve the agenda was made by Jeff Voigt and seconded by Kevin Loukes. Approved 4-0.

**2. Approval of Minutes**

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

**3. Chairman's Report**

Nothing to report

**4. Treasurer's Report**

- a. Treasurer's Report presented by Andy LaPatra.
- b. Review and audit of bills.
- c. Operating Account: \$45,856.87  
Payroll Account: \$27,004.55  
Apparatus Capital Reserve: \$57,002.95  
Equipment Capital Reserve: \$3,363.25  
Emergency Capital Reserve: \$25,070.50  
Capital Improvement Reserve: \$464,315.61

Investments

Apparatus: \$98,094.44  
Equipment: \$73,893.85

**Total ending on May 6, 2019: \$796,501.27**

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

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

## 5. Chief's Report

- a. Dean DeCapria presented Chief's Report. 8 calls for the month:
  - 4-EMS
  - 1-Brush fire
  - 1-Fire alarm
  - 1-Gas leak
  - 1-Electrical Emergency
- b. Car 18 mileage as of 5/7 is 44,478 and car 18-0 mileage as of 5/7 is 61,869.
- c. 18-2 yearly service was completed and ladder actuators were replaced. Ladders are now back in service.
- d. ETA 18-1 lights were completed.
- e. Forestry hose has been received and is in service.
- f. Chief is requesting the use of 18-1 on Sat. 5/18 for the 100th year parade in Jonesville.
- g. Chief is requesting the use of the trucks for Founder's Day weekend 6/1 and 6/2.

## 6. Committee Reports

- a. **Facilities Management (Kevin Loukes)**  
See Unfinished Business
- b. **Apparatus and Equipment (Bob LeGere)**  
See Chief's Report
- c. **Firematic Training and Fire Prevention Committee (Jeff Voigt)**  
There is nothing to report at this time.
- d. **Radio Communication and Informational Technology Committee (Steve Eichfeld)**  
There is nothing to report at this time.
- e. **Staff Relations/Code of Ethics Committee (Leland Roden)**  
There is nothing to report at this time.

## 7. Unfinished Business

- a. Changes to the Hueber-Breuer contract were discussed and approved.

Motion to approve Hueber-Breuer contract changes made by Jeff Voigt and seconded by Kevin Loukes. Approved 5-0.

## 8. New Business

- a. Test boring contracts from Dente Company and Atlantic Testing were reviewed. The BOFC approved Dente Company's contract for \$5,500.00.
- b. The board discussed and approved Jeanine Rodgers Caruso as fiscal advisor for \$8,800.00.

- c. The board discussed and approved Connie Cahill as bond counsel at a rate of \$1.00 per \$1,000 of total bond.
- d. Bob LeGere requested reimbursement of \$125.00 for attending commissioner training.
- e. The status of the current firehouse was discussed. At this time no decision has been made.
- f. Commissioners discussed and approved the transfer of \$69,670.00 from the equipment account to the operating account.
- g. Transfer of \$32,824.32 from the capital improvements account to the operating account.
- h. Members of the building committee will be traveling to Syracuse to meet with Sean Foran-Hueber and Breuer to discuss interior design options for the new firehouse. Use of the chief's vehicle was requested.
- i. Treasurer requested approval to purchase the Quickbooks upgrade for \$220.00.

Motion to approve the Dente Company test boring contract for \$5,500.00 made by Jeff Voigt and seconded by Bob LeGere. Approved 5-0.

Motion to approve Jeanine Rodgers Caruso as fiscal advisor for \$8,800.00 made by Jeff Voigt and seconded by Lee Roden. Approved 5-0.

Motion to approve Connie Cahill as bond counsel made by Jeff Voigt and seconded by Steve Eichfeld. Approved 5-0.

Motion to approve the reimbursement to Bob LegGere for \$125.00 for commissioner training made by Jeff Voigt and seconded by Bob LeGere. Approved 5-0.

Motion to approve the transfer of \$69,670 from the equipment account to the operating account. by Jeff Voigt and seconded by Steve Eichfeld. Approved 5-0.

Motion to approve the transfer of \$32,824.32 from the capital improvements account to the operating account made by Jeff Voigt and seconded by Kevin Loukes. Approved 5-0.

Motion to approve the Quickbooks upgrade for \$220.00 plus tax made by Jeff Voigt and seconded by Steve Eichfeld. Approved 5-0.

Motion to approve the use of the chief's vehicle for the Syracuse trip made by Jeff Voigt and seconded by Kevin Loukes. Approved 5-0.

## **9. Privilege of the Floor**

Nothing to report

## **10. Adjournment**

Motion to adjourn made by Jeff Voigt and seconded by Kevin Loukes 8:33 p.m.  
Approved 5-0.

1:07 PM  
 05/06/19  
 Cash Basis

CHARLTON FIRE DISTRICT #1  
**Profit & Loss**  
 April 2019

	Apr 19	Mar 19	\$ Change
<b>Income</b>			
A2401 INTEREST & EARNINGS			
INTEREST & EARNINGS CHECKING	3.24	3.63	-0.39
INTEREST & EARNINGS OPERATING	5.60	4.71	0.89
INTEREST & EARNINGS OTHER ACC...	45.31	27.10	18.21
<b>Total A2401 INTEREST &amp; EARNINGS</b>	<b>54.15</b>	<b>35.44</b>	<b>18.71</b>
A2665 SALES OF PROPERTY			
SALE OF EQUIPMENT	2,100.00	5,000.00	-2,900.00
<b>Total A2665 SALES OF PROPERTY</b>	<b>2,100.00</b>	<b>5,000.00</b>	<b>-2,900.00</b>
<b>Total Income</b>	<b>2,154.15</b>	<b>5,035.44</b>	<b>-2,881.29</b>
<b>Gross Profit</b>	<b>2,154.15</b>	<b>5,035.44</b>	<b>-2,881.29</b>
<b>Expense</b>			
A90308 SOCIAL SECURITY			
MEDICARE EMPLOYER	33.35	33.35	0.00
FICA EMPLOYER	142.60	142.60	0.00
<b>Total A90308 SOCIAL SECURITY</b>	<b>175.95</b>	<b>175.95</b>	<b>0.00</b>
A34101 FIRE PER SVC			
PERSONAL SERVICES			
MEDICARE EMPLOYEE	33.35	33.35	0.00
NYS INCOME TAX	116.40	0.00	116.40
FICA EMPLOYEE	142.60	142.60	0.00
FEDERAL INCOME TAX	188.00	188.00	0.00
SECRETARY WAGES	588.65	588.65	0.00
TREASURER WAGES	1,308.60	1,308.60	0.00
<b>Total PERSONAL SERVICES</b>	<b>2,377.60</b>	<b>2,261.20</b>	<b>116.40</b>
<b>Total A34101 FIRE PER SVC</b>	<b>2,377.60</b>	<b>2,261.20</b>	<b>116.40</b>
A34104 FIRE PROTECTION			
WEBSITE ADMINISTRATION	0.00	60.00	-60.00
PRINTING & SUPPLIES	0.00	343.02	-343.02
POSTAGE	0.00	55.00	-55.00
INTERIOR FIREFIGHTING FIT TRAIN	0.00	644.00	-644.00
EMS SUPPLIES	0.00	261.66	-261.66
FIRE PREVENTION	0.00	2,376.14	-2,376.14
INSURANCE	0.00	19,541.94	-19,541.94
INSPECTION OF DEPARTMENT	0.00	54.00	-54.00
BANK FEES	3.50	3.50	0.00
MISCELLANEOUS	32.10	139.09	-106.99
WASTE DISPOSAL	97.00	97.00	0.00
FUEL - TRUCKS	258.40	100.91	157.49
BUILDING & GROUNDS MAINTENAN...	295.08	295.00	0.08
TELEPHONE & CABLE	348.68	347.47	1.21
ELECTRIC & GAS	351.32	416.77	-65.45
FUEL - BUILDING	1,142.14	0.00	1,142.14
APPARATUS MAINT/REPAIR	3,232.84	0.00	3,232.84
<b>Total A34104 FIRE PROTECTION</b>	<b>5,761.06</b>	<b>24,735.50</b>	<b>-18,974.44</b>
A34102 FIRE, EQUIP & CAP OUTLAY			
EQUIPMENT			
PERSONAL PROTECTIVE EQUIP	0.00	35.00	-35.00
<b>Total EQUIPMENT</b>	<b>0.00</b>	<b>35.00</b>	<b>-35.00</b>

1:07 PM  
05/06/19  
Cash Basis

CHARLTON FIRE DISTRICT #1  
**Profit & Loss**  
April 2019

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	<u>Apr 19</u>	<u>Mar 19</u>	<u>\$ Change</u>
BUILDING IMPROVEMENTS	29,997.15	17,472.06	12,525.09
Total A34102 FIRE, EQUIP & CAP OUTL...	29,997.15	17,507.06	12,490.09
Total Expense	38,311.76	44,679.71	-6,367.95
Net Income	<u>-36,157.61</u>	<u>-39,644.27</u>	<u>3,486.66</u>

# Good morning Andrew

Your last sign on was April 04, 2019 at 11:08 AM

**CHARLTON FIRE  
DISTRICT #1's  
Portfolio Value**  
6 Accounts

As of 5/1/2019  
**\$622,615.73**  
Available Balance

**Deposit Accounts**  
**\$622,615.73**

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R8021 0712 OPERATING  
0712

**\$45,856.87**  
Available Balance as of May 01, 2019

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R8021 0720 PAYROLL  
0720

**\$27,004.55**  
Available Balance as of May 01, 2019

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R8021 2286 APPARATUS  
2286

**\$57,002.95**  
Available Balance as of May 01, 2019

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R8021 2294 EQUIPMENT  
2294

**\$3,363.25**  
Available Balance as of May 01, 2019

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R8021 2302 EMERGENCY  
2302

**\$25,072.50**  
Available Balance as of May 01, 2019

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R8021 2310 CAPITAL IMPR...  
2310

**\$464,315.61**  
Available Balance as of May 01, 2019

[Help & Feedback](#) 

1:07 PM

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

Cash Basis

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	<u>Apr 19</u>	<u>Apr 18</u>
A200 CASH		
0712 OPERATING	45,856.87	262,958.12
0720 PAYROLL	28,901.80	28,586.78
Total A200 CASH	74,758.67	291,544.90
A230 CASH, SPECIAL RESERVES		
2286 APPARATUS	57,002.95	105,063.58
2294 EQUIPMENT	3,363.25	130,229.97
2302 EMERGENCY	25,072.50	25,058.87
2310 CAPITAL IMPROVEMENTS	464,315.61	298,258.48
Total A230 CASH, SPECIAL RESERVES	549,754.31	558,610.90
A452 INVESTMENT IN SECURITIES		
9062 APPARATUS	98,094.44	0.00
9070 EQUIPMENT	73,893.85	0.00
Total A452 INVESTMENT IN SECURIT...	171,988.29	0.00
TOTAL	<u>796,501.27</u>	<u>850,155.80</u>



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

**Business Banking Statement**  
**April 30, 2019**  
 page 1 of 3

10712

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)

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*Enroll in Online Banking today at Key.com.  
 Access your available accounts, transfer funds and view your transactions right from your PC.*

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**KeyNotes**

*Important information regarding changes to your Account*

*At KeyBank we strive to provide our clients with timely information regarding changes to your account. Please note the following changes will be made to your checking account effective June 14, 2019. These changes will be reflected in your June 2019 statement. Please contact your KeyBank representative with any questions.*

*Overdraft Protection Plans*

*KeyBank will no longer assess a fee for an overdraft protection plan transfer from a KeyBank Savings Account.*

*Overdraft Item (OD) and Return Item (NSF) charges*

*We assess these fees based on the number of times OD/NSF items have occurred in the current period plus the previous 11 statement periods.*

*Overdraft (OD) and Return Item (NSF) Fee will be:*

*Tier 1: \$33.00 First 2*

*Tier 2: \$38.50 3 and above*

*Please read and retain this information with all of your Account opening Agreements and Disclosures*

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KeyBank Business Interest Checking  
 CHARLTON FIRE DISTRICT #1  
 OPERATING ACCOUNT

10712

Beginning balance 3-31-19	\$29,509.48
2 Additions	+52,100.00
25 Subtractions	-35,754.71
Interest paid	+5.60
Net fees and charges	-3.50
<b>Ending balance 4-30-19</b>	<b>\$45,856.87</b>

0712 - 03290



**Business Banking Statement**  
**April 30, 2019**  
page 2 of 3

0712

**Additions**

Deposits	Date	Serial #	Source			
	4-3		Internet Trf Fr L	2310	3290	\$50,000.00
	4-23		Deposit Branch 0081 New York			2,100.00
<b>Total additions</b>						<b>\$52,100.00</b>

**Subtractions**

Paper Checks \* check missing from sequence

Check	Date	Amount	Check	Date	Amount	Check	Date	Amount
7810	4-9	\$35.08	7816	4-8	6,485.16	7821	4-11	50.00
7811	4-9	32.10	7817	4-11	5,422.50	7822	4-12	50.00
7812	4-8	3,232.84	7818	4-8	126.54	7823	4-9	50.00
7813	4-10	661.70	7819	4-8	100.00	7824	4-12	50.00
7814	4-8	8,000.00	7820	4-8	100.00	7825	4-12	7,000.00
7815	4-8	1,901.25						

**Paper Checks Paid \$33,297.17**

Withdrawals	Date	Serial #	Location			
	4-4		Bill Pay:Verizon	518399	Nbccprv	\$60.63
	4-4		Bill Pay:Time Warner Cable	106007	2B1Car2V	88.05
	4-4		Bill Pay:Waste Connections	6910-1	8B4Corrv	97.00
	4-4		Bill Pay:Kevin G Riehl	N/A	Ybtc9R2V	100.00
	4-4		Bill Pay:Dean DE Capria	N/A	Ebtcar2V	100.00
	4-4		Bill Pay:Town of Charlton	N/A	Tb6Cvrrv	258.40
	4-4		Bill Pay:Tri City Janitoria	N/A	Mb4Cnrrv	260.00
	4-4		Bill Pay:National Grid	51564-	Pbvcqrrv	351.32
	4-4		Bill Pay:Ferrellgas	511576	Lblctrv	1,142.14
<b>Total subtractions</b>						<b>\$35,754.71</b>

**Interest earned**

Annual percentage yield (APY) earned	0.14%
Number of days this statement period	30
Interest paid 4-30-19	\$5.60
Interest earned this statement period	\$5.60
Interest paid year-to-date	\$30.03

**Fees and charges**

Date		Quantity	Unit Charge	
4-30-19	Imaged Items With Statement Charge	1	3.50	-\$3.50
4-30-19	Duplicate Statement Service Charge	1	5.00	-5.00
4-30-19	Service Charge Waive To Relationship Pricing	1	5.00	+5.00
4-30-19	Paper Statement Fee	1	3.00	-3.00
4-30-19	Service Charge Waive To Relationship Pricing	1	3.00	+3.00
<b>Fees and charges assessed this period</b>				<b>-\$3.50</b>



CUSTOMER ACCOUNT DISCLOSURES

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

IN CASE OF ERROR OR QUESTIONS ABOUT YOUR ELECTRONIC TRANSFERS:

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

\* KeyBank
Customer Disputes
NY-31-17-0128
17 Corporate Woods Blvd
Albany, NY 12211

- Tell us your name and Account number;
Describe the error or transfer that you are unsure about, and explain as clearly as you can why you believe it is an error or why you need more information;
Tell us the dollar amount of the suspected error.

If you tell us orally, we may require that you send us your complaint or question in writing within ten (10) business days.

We will investigate your complaint and will correct any error promptly. If we take more than ten (10) business days to do this, we will recredit your account for the amount you think is in error, so that you will have use of the money during the time it takes us to complete our investigation.

COMMON ELECTRONIC TRANSACTION DESCRIPTIONS:

- XFER TO SAV - Transfer to Savings Account
XFER FROM SAV - Transfer from Savings Account
XFER TO CKG - Transfer to Checking Account
XFER FROM CKG - Transfer from Checking Account
PMT TO CR CARD - Payment to Credit Card
ADV CR CARD - Advance from Credit Card

Preauthorized Credits: If you have arranged to have direct deposits made to your Account at least once every sixty (60) days from the same person or company, you can call us at the number indicated on the reverse side to find out whether or not the deposit has been made.

IMPORTANT LINE OF CREDIT INFORMATION

What To Do If You Think You Find A Mistake on Your Statement: If you think there is an error on your statement, write us at: KeyBank N.A., P.O. Box 93885, Cleveland, OH 44101-4825.

In your letter, give us the following information:

- Account Information : Your name and account number.
Dollar Amount : The dollar amount of the suspected error.
Description of the Problem : If you think there is an error on your bill, describe what you believe is wrong and why you believe it was a mistake.

You must contact us within 60 days after the error appeared on your statement. You must notify us of any potential errors in writing. You may call us, but if you do we are not required to investigate any potential errors and you may have to pay the amount in question.

While we investigate whether or not there has been an error, the following are true:

- We cannot try to collect the amount in question, or report you as delinquent on that amount.
The charge in question may remain on your statement, and we may continue to charge you interest on that amount. But, if we determine that we made a mistake, you will not have to pay the amount in question or any interest or other fees related to that amount.
While you do not have to pay the amount in question, you are responsible for the remainder of your balance.
We can apply any unpaid amount against your credit limit.

Explanation of Finance Charge: Your Finance Charge attributable to interest (hereinafter referred to as interest) is computed using the Average Daily Balance method.

Average Daily Balance method (Balance Subject to Interest Rate): Your interest is computed on all purchases and cash advances (collectively "advances") from the date each advance is posted until we receive payment in full (there is no grace period). We figure the interest on your line of credit by multiplying the daily periodic rate by the "Average Daily Balance" of your line of credit (including current transactions) and multiplying by the number of days in the billing cycle. To get the Average Daily Balance we take the beginning balance of your line of credit each day, add any new advances or debits, and subtract any payments and credits, any non-financed fees and unpaid interest. This gives us the daily balance. Then we add up all of your daily balances in the billing cycle and divide this total by the number of days in the billing cycle to get your Average Daily Balance.

CREDIT INFORMATION: If you believe we have reported inaccurate information about your account to a credit reporting agency, you may contact the credit reporting agency or write to us at:

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

Please include your account number, a copy of your credit report reflecting the inaccurate information, name, address, city, state, and zip code, and an explanation of why you believe the information is inaccurate.

BALANCING YOUR ACCOUNT

Please examine your statement and paid check information upon receipt. Erasures, alterations or irregularities should be reported promptly in accordance with your account agreement. The suggested steps below will help you balance your account.

INSTRUCTIONS

- 1 Verify and check off in your check register each deposit, check or other transaction shown on this statement.

Enter into your check register and SUBTRACT:

- Checks or other deductions shown on our statement that you have not already entered.
The "Service charges", if any, shown on your statement.

Enter into your check register and ADD:

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

Form with instructions 4-8 and tables for check register and balancing steps. Includes sections for listing checks, deposits, ending balance, and final total verification.

12:58 PM

05/06/19

**CHARLTON FIRE DISTRICT #1**  
**Reconciliation Detail**  
**0712 OPERATING, Period Ending 04/30/2019**

Type	Date	Num	Name	Clr	Amount	Balance
<b>Beginning Balance</b>						29,509.48
<b>Cleared Transactions</b>						
<b>Checks and Payments - 28 items</b>						
Check	04/01/2019	7810	WB Mason Co Inc	X	-35.08	-35.08
Check	04/02/2019	7814	HUEBER-BREUER ...	X	-8,000.00	-8,035.08
Check	04/02/2019	7825	HUEBER-BREUER ...	X	-7,000.00	-15,035.08
Check	04/02/2019	7816	H2M ARCHITECTS ...	X	-6,485.16	-21,520.24
Check	04/02/2019	7817	HANNIGAN LAW FL...	X	-5,422.50	-26,942.74
Check	04/02/2019	7812	VANDER MOLEN FI...	X	-3,232.84	-30,175.58
Check	04/02/2019	7815	NAPIERALA CONS...	X	-1,901.25	-32,076.83
Check	04/02/2019	7813	MAIL 'N' MORE	X	-661.70	-32,738.53
Check	04/02/2019	7818	THE DAILY GAZET...	X	-126.54	-32,865.07
Check	04/02/2019	7819	Sharon B Cronin	X	-100.00	-32,965.07
Check	04/02/2019	7820	SUZANNE CARRE...	X	-100.00	-33,065.07
Check	04/02/2019	7824	TEDDY SMITH	X	-50.00	-33,115.07
Check	04/02/2019	7823	JOE SCHAUS	X	-50.00	-33,165.07
Check	04/02/2019	7822	SHERRY SMITH	X	-50.00	-33,215.07
Check	04/02/2019	7821	LISA DECAPRIA	X	-50.00	-33,265.07
Check	04/02/2019	7811	FASNY FCU CARD...	X	-32.10	-33,297.17
Check	04/04/2019		FERRELLGAS	X	-1,142.14	-34,439.31
Check	04/04/2019		NATIONAL GRID	X	-351.32	-34,790.63
Check	04/04/2019		TRI CITY JANITORI...	X	-260.00	-35,050.63
Check	04/04/2019		TOWN OF CHARLT...	X	-258.40	-35,309.03
Check	04/04/2019		DEAN DECAPRIA	X	-100.00	-35,409.03
Check	04/04/2019		KEVIN RIEHL	X	-100.00	-35,509.03
Check	04/04/2019		COUNTY WASTE	X	-97.00	-35,606.03
Check	04/04/2019		TIME WARNER	X	-88.05	-35,694.08
Check	04/04/2019		VERIZON	X	-60.63	-35,754.71
Check	04/30/2019		DUPLICATE STMT ...	X	-5.00	-35,759.71
Check	04/30/2019		IMAGED ITEMS WI...	X	-3.50	-35,763.21
Check	04/30/2019		PAPER STATEMEN...	X	-3.00	-35,766.21
<b>Total Checks and Payments</b>					<b>-35,766.21</b>	<b>-35,766.21</b>
<b>Deposits and Credits - 5 items</b>						
Transfer	04/02/2019		TRANSFER TO OP...	X	50,000.00	50,000.00
Deposit	04/23/2019		Deposit	X	2,100.00	52,100.00
Deposit	04/30/2019		KEYBANK	X	3.00	52,103.00
Deposit	04/30/2019		KEYBANK	X	5.00	52,108.00
Deposit	04/30/2019		INTEREST PAYMENT	X	5.60	52,113.60
<b>Total Deposits and Credits</b>					<b>52,113.60</b>	<b>52,113.60</b>
<b>Total Cleared Transactions</b>					<b>16,347.39</b>	<b>16,347.39</b>
<b>Cleared Balance</b>					<b>16,347.39</b>	<b>45,856.87</b>
<b>Register Balance as of 04/30/2019</b>					<b>16,347.39</b>	<b>45,856.87</b>
<b>Ending Balance</b>					<b>16,347.39</b>	<b>45,856.87</b>

12:58 PM

05/06/19

**CHARLTON FIRE DISTRICT #1**  
**Reconciliation Summary**  
0712 OPERATING, Period Ending 04/30/2019

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	Apr 30, 19	
Beginning Balance		29,509.48
Cleared Transactions		
Checks and Payments - 28 items	-35,766.21	
Deposits and Credits - 5 items	52,113.60	
Total Cleared Transactions	16,347.39	
Cleared Balance		<u>45,856.87</u>
Register Balance as of 04/30/2019		45,856.87
Ending Balance		45,856.87



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

**Business Banking Statement**  
**April 30, 2019**  
 page 1 of 3

0720

X 81 0000 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)

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*Enroll in Online Banking today at Key.com.*  
*Access your available accounts, transfer funds and view your transactions right from your PC.*

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**KeyNotes**

*Important information regarding changes to your Account*

*At KeyBank we strive to provide our clients with timely information regarding changes to your account. Please note the following changes will be made to your checking account effective June 14, 2019. These changes will be reflected in your June 2019 statement. Please contact your KeyBank representative with any questions.*

*Overdraft Protection Plans*

*KeyBank will no longer assess a fee for an overdraft protection plan transfer from a KeyBank Savings Account.*

*Overdraft Item (OD) and Return Item (NSF) charges*

*We assess these fees based on the number of times OD/NSF items have occurred in the current period plus the previous 11 statement periods.*

*Overdraft (OD) and Return Item (NSF) Fee will be:*

*Tier 1: \$33.00 First 2*

*Tier 2: \$38.50 3 and above*

*Please read and retain this information with all of your Account opening Agreements and Disclosures*

KeyBank Business Interest Checking  
 CHARLTON FIRE DISTRICT #1  
 PAYROLL ACCOUNT

0720

Beginning balance 3-31-19	\$31,452.11
4 Subtractions	-2,553.55
Interest paid	+3.24
<b>Ending balance 4-30-19</b>	<b>\$28,901.80</b>

Business Banking Statement  
 April 30, 2019  
 page 2 of 3

:00720

**Subtractions**

<i>Withdrawals Date</i>	<i>Serial #</i>	<i>Location</i>	
4-1		Bill Pay:First New York Fcu 108600 Hbtcxrd4	\$588.65
4-1		Bill Pay:Sunmark Federal Cr 124890 Qb2Csr4	1,308.60
4-10		Direct Withdrawal, Irs Usatxpymt	539.90
4-29		Direct Withdrawal, Nys Dtf Wt Tax Paymnt	116.40
<b>Total subtractions</b>			<b>\$2,553.55</b>

**Interest earned**

Annual percentage yield (APY) earned	0.13%
Number of days this statement period	30
Interest paid 4-30-19	\$3.24
Interest earned this statement period	\$3.23
Interest paid year-to-date	\$10.93

**Fees and charges**

<i>Date</i>		<i>Quantity</i>	<i>Unit Charge</i>	
4-30-19	Duplicate Statement Service Charge	1	5.00	-\$5.00
4-30-19	Service Charge Waive To Relationship Pricing	1	5.00	+5.00
4-30-19	Paper Statement Fee	1	3.00	-3.00
4-30-19	Service Charge Waive To Relationship Pricing	1	3.00	+3.00
<b>Fees and charges this period</b>				<b>\$0.00</b>



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\* KeyBank
Customer Disputes
NY-31-17-0128
17 Corporate Woods Blvd
Albany, NY 12211

- Tell us your name and Account number;
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Tell us the dollar amount of the suspected error.

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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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Enter into your check register and SUBTRACT:

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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.

Form with 9 numbered steps for balancing the account, including tables for check register entries and a final total calculation box.

12:58 PM

05/06/19

CHARLTON FIRE DISTRICT #1  
Reconciliation Summary  
0720 PAYROLL, Period Ending 04/30/2019

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	<u>Apr 30, 19</u>	
Beginning Balance		31,452.11
Cleared Transactions		
Checks and Payments - 6 items	-2,561.55	
Deposits and Credits - 3 Items	11.24	
Total Cleared Transactions	<u>-2,550.31</u>	
Cleared Balance		<u>28,901.80</u>
Register Balance as of 04/30/2019		28,901.80
Ending Balance		28,901.80



12:58 PM

05/06/19

**CHARLTON FIRE DISTRICT #1**  
**Reconciliation Detail**  
0720 PAYROLL, Period Ending 04/30/2019

Type	Date	Num	Name	Clr	Amount	Balance
<b>Beginning Balance</b>						31,452.11
<b>Cleared Transactions</b>						
<b>Checks and Payments - 6 items</b>						
Check	04/01/2019		ANDREW G. LA PA...	X	-1,308.60	-1,308.60
Check	04/01/2019		Sharon B Cronin	X	-588.65	-1,897.25
Check	04/10/2019		DIRECT WITHDRA...	X	-539.90	-2,437.15
Check	04/29/2019		DIRECT WITHDRA...	X	-116.40	-2,553.55
Check	04/30/2019		DUPLICATE STMT ...	X	-5.00	-2,558.55
Check	04/30/2019		PAPER STATEMEN...	X	-3.00	-2,561.55
<b>Total Checks and Payments</b>					<b>-2,561.55</b>	<b>-2,561.55</b>
<b>Deposits and Credits - 3 items</b>						
Deposit	04/30/2019		KEYBANK	X	3.00	3.00
Deposit	04/30/2019		INTEREST PAYMENT	X	3.24	6.24
Deposit	04/30/2019		KEYBANK	X	5.00	11.24
<b>Total Deposits and Credits</b>					<b>11.24</b>	<b>11.24</b>
<b>Total Cleared Transactions</b>					<b>-2,550.31</b>	<b>-2,550.31</b>
<b>Cleared Balance</b>					<b>-2,550.31</b>	<b>28,901.80</b>
<b>Register Balance as of 04/30/2019</b>					<b>-2,550.31</b>	<b>28,901.80</b>
<b>Ending Balance</b>					<b>-2,550.31</b>	<b>28,901.80</b>



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

**Business Banking Statement**  
**April 30, 2019**  
page 1 of 3

12286

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

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*Overdraft Protection Transfer Fee*  
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Key Business Silver Money Market Svgs  
CHARLTON FIRE DISTRICT #1  
APPARATUS CAPITAL RESERVE

12286

Beginning balance 3-31-19	\$56,998.27
Interest paid	+4.68
<b>Ending balance 4-30-19</b>	<b>\$57,002.95</b>

22286

Interest  
earned

---

Annual percentage yield (APY) earned	0.10%
Number of days this statement period	30
Interest paid 4-30-19	\$4.68
Interest earned this statement period	\$4.68
Interest paid year-to-date	\$11.86

1



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 NY-31-17-0128  
 17 Corporate Woods Blvd  
 Albany, NY 12211

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Enter into your check register and **ADD:**

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

<b>4</b> List from your check register any checks or other deductions that are <i>not</i> shown on your statement.	Check #	Amount	<b>5</b> List any deposits from your check register that are <i>not</i> shown on your statement.	Date	Amount	
<b>TOTAL →</b>		\$	<b>TOTAL →</b>	\$		
			<b>6</b> Enter ending balance shown on your statement. \$ _____			
			<b>7</b> Add 5 and 6 and enter total here. \$ _____			
			<b>8</b> Enter total from 4. \$ _____			
			<b>9</b> Subtract 8 from 7 and enter difference here. \$ _____			
			This amount should agree with your check register balance.			

12:59 PM  
05/06/19

CHARLTON FIRE DISTRICT #1  
Reconciliation Summary  
2286 APPARATUS, Period Ending 03/31/2019

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	<u>Mar 31, 19</u>
Beginning Balance	56,998.27
Cleared Transactions	
Deposits and Credits - 1 item	<u>4.68</u>
Total Cleared Transactions	<u>4.68</u>
Cleared Balance	<u>57,002.95</u>
Register Balance as of 03/31/2019	57,002.95
Ending Balance	57,002.95



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

**Business Banking Statement**  
**April 30, 2019**  
 page 1 of 3

12294

T 81 00000 R EM T1

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

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Key Business Silver Money Market Sv,  
 CHARLTON FIRE DISTRICT #1  
 EQUIPMENT CAPITAL RESERVES

2294

Beginning balance 3-31-19	\$3,363.11
Interest paid	+0.14
<b>Ending balance 4-30-19</b>	<b>\$3,363.25</b>

2294

Interest  
earned

---

Annual percentage yield (APY) earned	0.05%
Number of days this statement period	30
Interest paid 4-30-19	\$0.14
Interest earned this statement period	\$0.13
Interest paid year-to-date	\$0.55



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1:00 PM  
05/06/19

CHARLTON FIRE DISTRICT #1  
Reconciliation Summary  
2294 EQUIPMENT, Period Ending 05/01/2019

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	<u>May 1, 19</u>
Beginning Balance	3,363.11
Cleared Transactions	
Deposits and Credits - 1 item	<u>0.14</u>
Total Cleared Transactions	<u>0.14</u>
Cleared Balance	<u><u>3,363.25</u></u>
Register Balance as of 05/01/2019	3,363.25
Ending Balance	3,363.25



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

Business Banking Statement  
 April 30, 2019  
 page 1 of 3

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)

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*Enroll in Online Banking today at Key.com.  
 Access your available accounts, transfer funds and view your transactions right from your PC.*

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### KeyNotes

*Important information regarding changes to your Account*

*At KeyBank we strive to provide our clients with timely information regarding changes to your account. Please note the following changes will be made to your savings account effective August 1, 2019. These changes will be reflected in your August 2019 statement. Please contact your KeyBank representative with any questions.*

*Overdraft Protection Transfer Fee*

*KeyBank will no longer assess a transfer fee when an Automatic Transfer is made from your Savings Account to pay overdrafts to your KeyBank Checking Accounts.*

*Overdraft Item (OD) and Return Item (NSF) charges*

*We assess these fees based on the number of times OD/NSF items have occurred in the current period plus the previous 11 statement periods.*

*Overdraft (OD) and Return Item (NSF) Fee will be:*

*Tier 1: \$33.00 First 2*

*Tier 2: \$38.50 3 and above*

*Please read and retain this information with all of your Account opening Agreements and Disclosures*

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Key Business Silver Money Market Svgs  
 CHARLTON FIRE DISTRICT #1  
 EMERGENCY REPAIR RESERVES

2302

Beginning balance 3-31-19	\$25,070.44
Interest paid	+2.06
<b>Ending balance 4-30-19</b>	<b>\$25,072.50</b>

J2302

Interest  
earned

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Annual percentage yield (APY) earned	0.10%
Number of days this statement period	30
Interest paid 4-30-19	\$2.06
Interest earned this statement period	\$2.06
Interest paid year-to-date	\$5.22



1:02 PM  
05/06/19

**CHARLTON FIRE DISTRICT #1**  
**Reconciliation Summary**  
2302 EMERGENCY, Period Ending 04/30/2019

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	<u>Apr 30, 19</u>
Beginning Balance	25,070.44
Cleared Transactions	
Deposits and Credits - 1 item	<u>2.06</u>
Total Cleared Transactions	<u>2.06</u>
Cleared Balance	<u><u>25,072.50</u></u>
Register Balance as of 04/30/2019	25,072.50
Ending Balance	25,072.50



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

**Business Banking Statement**  
**April 30, 2019**  
 page 1 of 3

2310

T 81 0000 R EM T1

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

*Questions or comments?*  
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 1-888-KEY4BIZ (1-888-539-4249)

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Key Business Silver Money Market Svc  
 CHARLTON FIRE DISTRICT #1  
 CAPITAL IMPROVEMENTS RESERVES

2310

Beginning balance 3-31-19	\$514,277.18
1 Subtraction	-50,000.00
Interest paid	+38.43
<b>Ending balance 4-30-19</b>	<b>\$464,315.61</b>

2310

**Subtractions**

<i>Withdrawals</i>	<i>Date</i>	<i>Serial #</i>	<i>Location</i>			
	4-3		Internet Trf To DDA 01	0712	3290	\$50,000.00
<b>Total subtractions</b>						<b>\$50,000.00</b>

**Interest earned**

Annual percentage yield (APY) earned	0.10%
Number of days this statement period	30
Interest paid 4-30-19	\$38.43
Interest earned this statement period	\$38.43
Interest paid year-to-date	\$92.80





1:03 PM  
05/06/19

CHARLTON FIRE DISTRICT #1  
**Reconciliation Summary**  
2310 CAPITAL IMPROVEMENTS, Period Ending 04/30/2019

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	<u>Apr 30, 19</u>
Beginning Balance	514,277.18
Cleared Transactions	
Checks and Payments - 1 item	-50,000.00
Deposits and Credits - 1 item	38.43
	<u>-49,961.57</u>
Total Cleared Transactions	
Cleared Balance	<u>464,315.61</u>
Register Balance as of 04/30/2019	464,315.61
Ending Balance	464,315.61

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05/06/19

**CHARLTON FIRE DISTRICT #1**  
**Reconciliation Detail**  
**2310 CAPITAL IMPROVEMENTS, Period Ending 04/30/2019**

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Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						514,277.18
Cleared Transactions						
Checks and Payments - 1 item						
Transfer	04/02/2019		TRANSFER FROM ...	X	-50,000.00	-50,000.00
Total Checks and Payments					-50,000.00	-50,000.00
Deposits and Credits - 1 item						
Deposit	04/30/2019		INTEREST PAYMENT	X	38.43	38.43
Total Deposits and Credits					38.43	38.43
Total Cleared Transactions					-49,961.57	-49,961.57
Cleared Balance					-49,961.57	464,315.61
Register Balance as of 04/30/2019					-49,961.57	464,315.61
Ending Balance					-49,961.57	464,315.61

**CHARLTON FIRE DISTRICT #1**  
**YTD P & L BUDGET vs. ACTUAL**  
 January through April 2019

Cash Basis

	Jan - Apr 19	Budget	\$ Over Budget	% of Budget
<b>Income</b>				
A1001 REAL PROP TXS	0.00	0.00	0.00	0.0%
A1001 REAL PROPERTY TAXES				
REAL PROPERTY TAXES	300,016.10	300,016.00	0.10	100.0%
<b>Total A1001 REAL PROPERTY TAXES</b>	<b>300,016.10</b>	<b>300,016.00</b>	<b>0.10</b>	<b>100.0%</b>
<b>A2401 INTEREST &amp; EARNINGS</b>				
INTEREST & EARNINGS CHECKING	10.93			
INTEREST & EARNINGS INVESTMENTS	859.44			
INTEREST & EARNINGS OPERATING	30.03			
INTEREST & EARNINGS OTHER ACCTS	110.43			
A2401 INTEREST & EARNINGS - Other	0.00	500.00	-500.00	0.0%
<b>Total A2401 INTEREST &amp; EARNINGS</b>	<b>1,010.83</b>	<b>500.00</b>	<b>510.83</b>	<b>202.2%</b>
<b>A2665 SALES OF PROPERTY</b>				
SALE OF EQUIPMENT	7,100.00			
<b>Total A2665 SALES OF PROPERTY</b>	<b>7,100.00</b>			
<b>Total Income</b>	<b>308,126.93</b>	<b>300,516.00</b>	<b>7,610.93</b>	<b>102.5%</b>
<b>Gross Profit</b>	<b>308,126.93</b>	<b>300,516.00</b>	<b>7,610.93</b>	<b>102.5%</b>
<b>Expense</b>				
<b>A34101 FIRE PER SVC</b>				
PERSONAL SERVICES				
FEDERAL INCOME TAX	752.00			
FICA EMPLOYEE	570.40			
MEDICARE EMPLOYEE	133.40			
NYS INCOME TAX	232.80			
SECRETARY WAGES	2,354.60	8,400.00	-6,045.40	28.0%
TREASURER WAGES	5,234.40	19,200.00	-13,965.60	27.3%
<b>Total PERSONAL SERVICES</b>	<b>9,277.60</b>	<b>27,600.00</b>	<b>-18,322.40</b>	<b>33.6%</b>
<b>Total A34101 FIRE PER SVC</b>	<b>9,277.60</b>	<b>27,600.00</b>	<b>-18,322.40</b>	<b>33.6%</b>
<b>A34102 FIRE, EQUIP &amp; CAP OUTLAY</b>				
BUILDING IMPROVEMENTS				
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	60.07	3,000.00	-2,939.93	2.0%
HOSE REPLACEMENT	0.00	800.00	-800.00	0.0%
PERSONAL PROTECTIVE EQUIP	77,705.00	6,000.00	71,705.00	1,295.1%
<b>Total EQUIPMENT</b>	<b>77,765.07</b>	<b>12,800.00</b>	<b>64,965.07</b>	<b>607.5%</b>
<b>Total A34102 FIRE, EQUIP &amp; CAP OUTLAY</b>	<b>135,942.03</b>	<b>12,800.00</b>	<b>123,142.03</b>	<b>1,062.0%</b>
<b>A34104 FIRE PROTECTION</b>				
ANNUAL AUDIT	0.00	4,000.00	-4,000.00	0.0%
APPARATUS MAINT/REPAIR	3,705.48	15,000.00	-11,294.52	24.7%
ASSOCIATION DUES	550.00	200.00	350.00	275.0%
BANK FEES	14.00	300.00	-286.00	4.7%
BUILDING & GROUNDS MAINTENANCE	1,180.08	4,800.00	-3,619.92	24.6%
BUILDING & GROUNDS REPAIRS	0.00	4,300.00	-4,300.00	0.0%
COMMISSIONER TRAINING	100.00	300.00	-200.00	33.3%
DATA ENTRY-INCIDENT REPORTING	0.00	2,500.00	-2,500.00	0.0%
ELECTRIC & GAS	1,590.25	4,000.00	-2,409.75	39.8%
EMS SUPPLIES	446.66	2,000.00	-1,553.34	22.3%
EMS TRAINING	0.00	500.00	-500.00	0.0%
EQUIPMENT MAINT/REPAIR	58.23	1,000.00	-941.77	5.8%
FIRE PREVENTION	2,376.14	3,000.00	-623.86	79.2%
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	29.52	300.00	-270.48	9.8%
FUEL - BUILDING	1,900.55	4,000.00	-2,099.45	47.5%
FUEL - TRUCKS	749.24	3,500.00	-2,750.76	21.4%
HOSE/LADDER TESTING	0.00	1,000.00	-1,000.00	0.0%
INSPECTION OF DEPARTMENT	54.00	7,000.00	-6,946.00	0.8%
INSURANCE	22,692.94	20,000.00	2,692.94	113.5%
INTERIOR FIREFIGHTING FIT TRAIN	544.00	800.00	-156.00	80.5%
LEGAL SERVICES	0.00	3,000.00	-3,000.00	0.0%
MISCELLANEOUS	379.39	500.00	-120.61	75.9%

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

Cash Basis

January through April 2019

	Jan - Apr 19	Budget	\$ Over Budget	% of Budget
PAGER REPAIR BATTERIES	0.00	1,200.00	-1,200.00	0.0%
PHYSICAL FITNESS	300.00	800.00	-500.00	37.5%
POSTAGE	341.00	400.00	-59.00	85.3%
PRINTING & SUPPLIES	427.51	800.00	-372.49	53.4%
PUBLIC NOTICES	0.00	200.00	-200.00	0.0%
SCBA PACK TESTING	0.00	1,000.00	-1,000.00	0.0%
TELEPHONE & CABLE	1,305.05	2,500.00	-1,194.95	52.2%
WASTE DISPOSAL	386.00	800.00	-412.00	48.5%
WATER	208.54	500.00	-291.46	41.7%
WEBSITE ADMINISTRATION	60.00	200.00	-140.00	30.0%
<b>Total A34104 FIRE PROTECTION</b>	<b>39,500.58</b>	<b>99,050.00</b>	<b>-59,549.42</b>	<b>39.9%</b>
<b>A90308 SOCIAL SECURITY</b>				
FICA EMPLOYER	570.40			
MEDICARE EMPLOYER	133.40	400.00	-266.60	33.4%
A90308 SOCIAL SECURITY - Other	0.00	1,800.00	-1,800.00	0.0%
<b>Total A90308 SOCIAL SECURITY</b>	<b>703.80</b>	<b>2,200.00</b>	<b>-1,496.20</b>	<b>32.0%</b>
<b>A99019 INTERFUND TRANSFERS</b>				
TO APPARATUS CAPITAL RESERVES	0.00	50,000.00	-50,000.00	0.0%
TO CAPITAL IMPROVEMENT RESERVES	0.00	108,866.00	-108,866.00	0.0%
TO PAYROLL ACCOUNT	0.00			
<b>Total A99019 INTERFUND TRANSFERS</b>	<b>0.00</b>	<b>158,866.00</b>	<b>-158,866.00</b>	<b>0.0%</b>
<b>Total Expense</b>	<b>185,424.01</b>	<b>300,516.00</b>	<b>-115,091.99</b>	<b>61.7%</b>
<b>Net Income</b>	<b>122,702.92</b>	<b>0.00</b>	<b>122,702.92</b>	<b>100.0%</b>

<b>PO #</b>	<b>Vendor</b>	<b>Date</b>	<b>Remarks</b>	<b>Amount</b>
2201	Vander Molen Sales and Service	5/7/19	18-2 ladder rack/actuato	2018.01
2202	Williams Scotsman	5/7/19	modspace annual rental	195.96
2203	Napierala Consulting	5/7/19	March services-forum, c	1012.50
2204	Jimmy Crawford	5/7/19	snowplow contract 2018	1500.00
2205	Hueber Breuer	5/7/19	1 of 4 pre construction p	18162.50
2206	Charlton Fire Dept.	5/7/19	banquet reimbursement	7355.11
2207	Overhead Door	5/7/19	PM on bay doors	240.00
2208	H2M	5/7/19	design dev. for new fireh	13649.32
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