

Charlton Fire District Meeting Minutes

May 4, 2021

PUBLIC MEETING: The public meeting of the Charlton Fire District was called to order on May 4, 2021 at 7:05 p.m.

PRESENT: Jeff Voigt (Chairman), Amanda Gannon, Steve Eichfeld (7:10), Kevin Loukes, Leland Roden, Sharon Cronin (Secretary), Andy La Patra (Treasurer)

ABSENT:

1. Executive Session

Motion to adjourn to executive session at 7:06 made by Jeff Voigt and seconded by Amanda Gannon. Approved 4-0.

Motion to return to public session at 8:30 made by Jeff Voigt and seconded by Steve Eichfeld. Approved 4-0.

2. Approval of Agenda

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

3. Approval of Minutes

Motion to approve last month's meeting minutes made by Jeff Voigt and seconded by Leland Roden. Approved 5-0.

4. Chairman's Report

Nothing to report

5. Treasurer's Report

a. Treasurer's Report presented by Andy LaPatra.

b. Review and audit of bills.

c. Operating Account: \$530,929.38

Payroll Account: \$23,939.15

Apparatus Capital Reserve: \$207,126.59

Equipment Capital Reserve: \$64,703.97

Emergency Capital Reserve: \$25,095.34

Capital Improvement Reserve: \$48,331.37

Bond Account: \$59,565.01

Total ending on May 1, 2021: \$959,690.81

d. AUD has been filed.

e. Treasurer requested approval to transfer \$2891.03 to the operating account.

Motion to transfer \$2,891.03 from new firehouse account to operating account made by Jeff Voigt and seconded by Kevin Loukes. Approved 5-0.

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

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

6. Chief's Report

- a. Kevin Riehl presented the Chief's Report. 23 calls for the month:
 - 10-EMS
 - 2-Brush fire
 - 2-Electrical emergency
 - 1-Gas leak
 - 1-MVA
 - 5-Structure fire
 - 2-Stand by
- b. Car 18 mileage as of 5/4 is 58,831 and car 18-0 mileage as of 5/4 is 66,850.
- c. floor machines to clean bay from global \$2700 state bid
- d. Electrician installed phase converter. SCBA air bank is now in service.
- e. CFD will be hosting a state fire training course on training and safety regulations and codes on May 22 at 9 a.m.
- f. Chief requested approval to purchase six new helmets from MES for \$2,382.00.
- g. Chief DeCapria requested approval to purchase a gear washer soap dispenser from MES for \$275.00. 275 MES for gear washer Jeff, Kevin
- h. Chief DeCapria requested approval to purchase defibrillator batteries from Henry Shein not to exceed \$270.00 and defibrillator pads from McKesson not to exceed \$150.00.
- i. Chief DeCapria requested approval to get quotes for a 20x20x3 concrete pad for drills and a walkway for the back bay door.
- j. Chief DeCapria presented a quote for a floor cleaning machine for bays and rooms. Further information to be presented at the next meeting.
- k. Chief DeCapria, on behalf of the department, inquired about a policy/procedure for the security cameras that are being installed. Commissioner Roden indicated there would be a policy/procedure developed with input from the department before the cameras go live.

7. Committee Reports

- a. **Facilities Management (Kevin Loukes)**
See Chief's Report and Unfinished Business
- b. **Apparatus and Equipment (Steve Eichfeld)**
See Chief's Report

c. Firematic Training and Fire Prevention Committee (Jeff Voigt)

There is nothing to report at this time.

d. Radio Communication and Informational Technology Committee (Leland Roden)

There is nothing to report at this time.

e. Staff Relations/Code of Ethics Committee (Amanda Gannon)

There is nothing to report at this time.

8. Unfinished Business

- a. Commissioner Roden communicated that the electrician still has some wiring to do for the install of the security cameras.
- b. Commissioner Roden communicated that the gear room door has been fixed. Bay door two wiring has been replaced and the motor has been greased. Further discussion needs to take place regarding how to proceed with the issue of water leaking underneath the bay doors into the bays.
- c. Public use of the meeting room was discussed. A policy will be developed. Currently, COVID restrictions have prevented public use.
- d. Kitchen stove/hood was discussed. Commissioner Voigt will reach out to the engineer for advice. Removing the griddle would prevent having to install an ansul system. Further information on possible options to follow.
- e. The board discussed options for using the proceeds from the sale of the old firehouse.

9. New Business

- a. Quickbooks renewal was reviewed and approved.

Motion to approve the Quickbooks renewal for \$299.00 made by Jeff Voigt and seconded by Leland Roden. Approved 5-0.

Motion to approve the purchase of six helmets from MES for \$2,382.00 made by Jeff Voigt and seconded by Steve Eichfeld. Approved 5-0.

Motion to approve the purchase of gear washer soap dispenser from MES for \$275.00 made by Jeff Voigt and seconded by Kevin Loukes. Approved 5-0.

Motion to approve the purchase of defibrillator batteries from Henry Shien not to exceed \$270.00 and defibrillator pads from McKesson not to exceed \$150.00 made by Jeff Voigt and seconded by Leland Roden. Approved 5-0.

Motion to approve the request for quotes for a concrete pad and walkway made by Jeff Voigt and seconded by Leland Roden. Approved 5-0.

10. Privilege of the Floor

Assistant Chief Kevin Riehl spoke of the good rapport CFD had in the past with Ballston Lake Ambulance. However, he expressed concerns regarding the recent issues CFD has had with Ballston Lake Ambulance. Members of the department would like to see this rectified. Moving forward it was recommended that a formal procedure be implemented for handling any further instances should they arise.

11. Adjournment

Motion to adjourn made by Jeff Voigt and seconded by Kevin Loukes 9:25 p.m. Approved 5-0.

3:56 PM

05/04/21

Cash Basis

CHARLTON FIRE DISTRICT #1

Profit & Loss

April 2021

	Apr 21	Mar 21	\$ Change
Income			
A2660 SALES OF REAL PROPERTY			
SALES OF REAL PROPERTY	0.00	174,696.42	-174,696.42
Total A2660 SALES OF REAL PROPERTY	0.00	174,696.42	-174,696.42
H2401 INTEREST & EARNINGS	0.49	0.52	-0.03
A2401 INTEREST & EARNINGS			
INTEREST & EARNINGS OTHER ACCTS	2.84	2.92	-0.08
Total A2401 INTEREST & EARNINGS	2.84	2.92	-0.08
Total Income	3.33	174,699.86	-174,696.53
Gross Profit	3.33	174,699.86	-174,696.53
Expense			
H34102 NEW FIREHOUSE			
200 NEW BLDG CONSTRUCTION PHASE			
201.1 BAST HATFIELD	0.00	1,006.00	-1,006.00
Total 200 NEW BLDG CONSTRUCTION PHASE	0.00	1,006.00	-1,006.00
300 OWNERS EXPENSES & MISC			
301 FIRE DEPT FFE ALLOWANCE	0.00	4,157.20	-4,157.20
Total 300 OWNERS EXPENSES & MISC	0.00	4,157.20	-4,157.20
Total H34102 NEW FIREHOUSE	0.00	5,163.20	-5,163.20
A97107 DEBT INTEREST, SERIAL BO			
INTEREST ON BONDS	0.00	49,478.13	-49,478.13
Total A97107 DEBT INTEREST, SERIAL BO	0.00	49,478.13	-49,478.13
A34102 FIRE, EQUIP & CAP OUTLAY			
EQUIPMENT			
PERSONAL PROTECTIVE EQUIP	28.85	0.00	28.85
Total EQUIPMENT	28.85	0.00	28.85
Total A34102 FIRE, EQUIP & CAP OUTLAY	28.85	0.00	28.85
A90308 SOCIAL SECURITY			
MEDICARE EMPLOYER	33.35	66.70	-33.35
FICA EMPLOYER	142.60	285.20	-142.60
Total A90308 SOCIAL SECURITY	175.95	351.90	-175.95
A34101 FIRE PER SVC			
PERSONAL SERVICES			
MEDICARE EMPLOYEE	33.35	66.70	-33.35
FICA EMPLOYEE	142.60	285.20	-142.60
FEDERAL INCOME TAX	188.00	376.00	-188.00
SECRETARY WAGES	588.65	588.65	0.00
TREASURER WAGES	1,308.60	1,308.60	0.00
Total PERSONAL SERVICES	2,261.20	2,625.15	-363.95
Total A34101 FIRE PER SVC	2,261.20	2,625.15	-363.95
A34104 FIRE PROTECTION			
EQUIPMENT MAINT/REPAIR	-299.00	31.08	-330.08
BANK FEES	0.00	22.00	-22.00
WEBSITE ADMINISTRATION	0.00	40.00	-40.00
MISCELLANEOUS	0.00	106.99	-106.99
FIREFIGHTER TRAINING	0.00	90.00	-90.00
INSURANCE	0.00	26,045.66	-26,045.66
PHYSICAL FITNESS	0.00	100.00	-100.00
PRINTING & SUPPLIES	48.79	0.00	48.79
WASTE DISPOSAL	59.00	118.00	-59.00
FUEL - TRUCKS	132.97	185.24	-52.27
EMS SUPPLIES	311.44	185.00	126.44
TELEPHONE & CABLE	522.59	522.59	0.00
FUEL - BUILDING	1,017.78	3,285.01	-2,267.23
ELECTRIC	1,520.64	1,331.99	188.65

3:56 PM

CHARLTON FIRE DISTRICT #1

05/04/21

Profit & Loss

Cash Basis

April 2021

	Apr 21	Mar 21	\$ Change
BUILDING & GROUNDS MAINTENANCE	2,515.00	2,733.87	-218.87
APPARATUS MAINT/REPAIR	5,814.53	20.82	5,793.71
Total A34104 FIRE PROTECTION	11,843.74	34,818.25	-23,174.51
Total Expense	14,109.74	92,438.83	-78,328.89
Net Income	-14,108.41	82,263.23	-96,369.64

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

Cash Basis

	Jan - Apr 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	11.36			
A2401 INTEREST & EARNINGS - Other	0.00	500.00	-500.00	0.0%
Total A2401 INTEREST & EARNINGS	11.36	500.00	-488.64	2.3%
A2770 UNCLASSIFIED				
OTHER UNCLASSIFIED	174,696.42			
Total A2770 UNCLASSIFIED	174,696.42			
H2401 INTEREST & EARNINGS	2.47			
Total Income	657,291.47	483,081.22	174,210.25	136.1%
Gross Profit	657,291.47	483,081.22	174,210.25	136.1%
Expense				
A34101 FIRE PER SVC				
PERSONAL SERVICES				
FEDERAL INCOME TAX	752.00			
FICA EMPLOYEE	570.40			
MEDICARE EMPLOYEE	133.40			
NYS INCOME TAX	45.90			
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%
Total PERSONAL SERVICES	9,090.70	27,600.00	-18,509.30	32.9%
Total A34101 FIRE PER SVC	9,090.70	27,600.00	-18,509.30	32.9%
A34102 FIRE, EQUIP & CAP OUTLAY				
BUILDING IMPROVEMENTS	26,000.00			
EQUIPMENT				
APPARATUS EQUIPMENT	0.00	1,000.00	-1,000.00	0.0%
BUILDING EQUIPMENT	0.00	1,000.00	-1,000.00	0.0%
EMS EQUIPMENT	0.00	1,000.00	-1,000.00	0.0%
FIREFIGHTER EQUIPMENT	0.00	3,000.00	-3,000.00	0.0%
HOSE REPLACEMENT	0.00	800.00	-800.00	0.0%
PERSONAL PROTECTIVE EQUIP	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	26,028.85	10,800.00	15,228.85	241.0%
A34104 FIRE PROTECTION				
ANNUAL AUDIT	0.00	4,000.00	-4,000.00	0.0%
APPARATUS MAINT/REPAIR	7,014.27	15,000.00	-7,985.73	46.8%
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	10,467.71	15,000.00	-4,532.29	69.8%
BUILDING & GROUNDS REPAIRS	518.38	1,500.00	-981.62	34.6%
COMMISSIONER TRAINING	100.00	200.00	-100.00	50.0%
DATA ENTRY-INCIDENT REPORTING	0.00	3,000.00	-3,000.00	0.0%
ELECTRIC	5,509.88	8,000.00	-2,490.12	68.9%
EMS DATA ENTRY PACKAGE	3,186.65			
EMS SUPPLIES	628.76	2,000.00	-1,371.24	31.4%
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
 January through April 2021

Cash Basis

	Jan - Apr 21	Budget	\$ Over Budget	% of Budget
FOOD REIMBURSEMENTS	150.78	300.00	-149.22	50.3%
FUEL - BUILDING	8,285.59	3,000.00	5,285.59	276.2%
FUEL - TRUCKS	617.23	3,500.00	-2,882.77	17.6%
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	26,045.66	30,000.00	-3,954.34	86.8%
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	176.99	500.00	-323.01	35.4%
PAGER REPAIR BATTERIES	0.00	800.00	-800.00	0.0%
PHYSICAL FITNESS	280.26	600.00	-319.74	46.7%
POSTAGE	318.00	400.00	-82.00	79.5%
PRINTING & SUPPLIES	48.79	800.00	-751.21	6.1%
PUBLIC NOTICES	11.97	200.00	-188.03	6.0%
TELEPHONE & CABLE	2,084.14	4,000.00	-1,915.86	52.1%
WASTE DISPOSAL	236.00	1,000.00	-764.00	23.6%
WATER	215.46			
WEBSITE ADMINISTRATION	100.00	200.00	-100.00	50.0%
Total A34104 FIRE PROTECTION	68,416.92	121,450.00	-53,033.08	56.3%
A90308 SOCIAL SECURITY				
FICA EMPLOYER	570.40	1,800.00	-1,229.60	31.7%
MEDICARE EMPLOYER	133.40	400.00	-266.60	33.4%
Total A90308 SOCIAL SECURITY	703.80	2,200.00	-1,496.20	32.0%
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	9,872.22			
Total 300 OWNERS EXPENSES & MISC	9,872.22			
Total H34102 NEW FIREHOUSE	120,378.12			
Total Expense	274,096.52	483,081.00	-208,984.48	56.7%
Net Income	383,194.95	0.22	383,194.73	174,179,522.7%

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05/04/21

Cash Basis

CHARLTON FIRE DISTRICT #1

Profit & Loss

April 2021

	Apr 21	Mar 21	\$ Change
Income			
A2770 UNCLASSIFIED			
OTHER UNCLASSIFIED	0.00	174,696.42	-174,696.42
Total A2770 UNCLASSIFIED	0.00	174,696.42	-174,696.42
H2401 INTEREST & EARNINGS	0.49	0.52	-0.03
A2401 INTEREST & EARNINGS			
INTEREST & EARNINGS OTHER ACCTS	2.84	2.92	-0.08
Total A2401 INTEREST & EARNINGS	2.84	2.92	-0.08
Total Income	3.33	174,699.86	-174,696.53
Gross Profit	3.33	174,699.86	-174,696.53
Expense			
H34102 NEW FIREHOUSE			
200 NEW BLDG CONSTRUCTION PHASE			
201.1 BAST HATFIELD	0.00	1,006.00	-1,006.00
Total 200 NEW BLDG CONSTRUCTION PHASE	0.00	1,006.00	-1,006.00
300 OWNERS EXPENSES & MISC			
301 FIRE DEPT FFE ALLOWANCE	0.00	4,157.20	-4,157.20
Total 300 OWNERS EXPENSES & MISC	0.00	4,157.20	-4,157.20
Total H34102 NEW FIREHOUSE	0.00	5,163.20	-5,163.20
A97107 DEBT INTEREST, SERIAL BO			
INTEREST ON BONDS	0.00	49,478.13	-49,478.13
Total A97107 DEBT INTEREST, SERIAL BO	0.00	49,478.13	-49,478.13
A34102 FIRE, EQUIP & CAP OUTLAY			
EQUIPMENT			
PERSONAL PROTECTIVE EQUIP	28.85	0.00	28.85
Total EQUIPMENT	28.85	0.00	28.85
Total A34102 FIRE, EQUIP & CAP OUTLAY	28.85	0.00	28.85
A90308 SOCIAL SECURITY			
MEDICARE EMPLOYER	33.35	66.70	-33.35
FICA EMPLOYER	142.60	285.20	-142.60
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PERSONAL SERVICES			
MEDICARE EMPLOYEE	33.35	66.70	-33.35
FICA EMPLOYEE	142.60	285.20	-142.60
FEDERAL INCOME TAX	188.00	376.00	-188.00
SECRETARY WAGES	588.65	588.65	0.00
TREASURER WAGES	1,308.60	1,308.60	0.00
Total PERSONAL SERVICES	2,261.20	2,625.15	-363.95
Total A34101 FIRE PER SVC	2,261.20	2,625.15	-363.95
A34104 FIRE PROTECTION			
EQUIPMENT MAINT/REPAIR	-299.00	31.08	-330.08
BANK FEES	0.00	22.00	-22.00
WEBSITE ADMINISTRATION	0.00	40.00	-40.00
MISCELLANEOUS	0.00	106.99	-106.99
FIREFIGHTER TRAINING	0.00	90.00	-90.00
INSURANCE	0.00	28,045.66	-28,045.66
PHYSICAL FITNESS	0.00	100.00	-100.00
PRINTING & SUPPLIES	48.79	0.00	48.79
WASTE DISPOSAL	59.00	118.00	-59.00
FUEL - TRUCKS	132.97	185.24	-52.27
EMS SUPPLIES	311.44	185.00	126.44
TELEPHONE & CABLE	522.59	522.59	0.00
FUEL - BUILDING	1,017.78	3,285.01	-2,267.23
ELECTRIC	1,520.84	1,331.99	188.85

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05/04/21

Cash Basis

CHARLTON FIRE DISTRICT #1

Profit & Loss

April 2021

	Apr 21	Mar 21	\$ Change
BUILDING & GROUNDS MAINTENANCE	2,515.00	2,733.87	-218.87
APPARATUS MAINT/REPAIR	5,814.53	20.82	5,793.71
Total A34104 FIRE PROTECTION	11,843.74	34,818.25	-23,174.51
Total Expense	14,109.74	92,436.63	-78,326.89
Net income	-14,106.41	82,263.23	-96,369.64

Keybank National Association Account Totals April 2021

ACCOUNT NAME	NUMBER	BALANCE
OPERATING ACCOUNT	0712	\$530,929.38
PAYROLL ACCOUNT	0720	\$23,939.15
CHARLTON FIRE DISTRICT #1	2528	\$59,565.01
APPARATUS CAPITAL RESERVE	2286	\$207,126.59
EQUIPMENT CAPITAL RESERVES	2294	\$64,703.97
EMERGENCY REPAIR RESERVES	2302	\$25,095.34
CAPITAL IMPROVEMENTS RESERVES	2310	\$48,331.37

Total Balances:

\$959,690.81

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

Cash Basis

	<u>Apr 21</u>	<u>Apr 20</u>
A200 CASH		
0712 OPERATING	530,829.38	389,053.66
0720 PAYROLL	<u>23,939.15</u>	<u>25,401.25</u>
Total A200 CASH	554,768.53	414,454.91
 A230 CASH, SPECIAL RESERVES		
2286 APPARATUS	207,126.59	157,108.88
2294 EQUIPMENT	64,703.97	8,700.83
2302 EMERGENCY	25,095.34	25,092.83
2310 CAPITAL IMPROVEMENTS	48,331.37	4,329.16
2528 NEW FIREHOUSE	<u>59,565.01</u>	<u>831,517.25</u>
 Total A230 CASH, SPECIAL RESER...	<u>404,822.28</u>	<u>1,026,748.95</u>
 TOTAL	<u><u>959,590.81</u></u>	<u><u>1,441,203.86</u></u>



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

Public Sector Statement
April 30, 2021
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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)

KeyNotes

At KeyBank, we want to be sure that you are aware of any changes to your deposit account agreement and disclosures.

Our Real Time Payments (RTP) Deposit Agreement has been updated to state that all receiving accounts for RTP must be located in the United States. If you receive an RTP transaction on behalf of someone else, they must be a resident of or have an account that resides in the United States.

For consumer accounts, if you have questions, you can visit your local branch or call us at 1-800-KEY@YOU@.

For business accounts, if you have questions, you can speak to your Relationship Manager or call us at 800-821-2829.

For clients using a TDD/TTY device, please call 1-800-539-8336.

Public Transaction Basic
CHARLTON FIRE DISTRICT #1
OPERATING ACCOUNT

0712

Beginning balance 3-31-21	\$542,686.97
1 Addition	+299.00
12 Subtractions	-12,056.59
Ending balance 4-30-21	\$530,929.38

Additions

Deposits	Date	Serial #	Source	
	4-12		Deposit Branch 0081 New York	\$299.00
			Total additions	\$299.00

0712 - 03290

0712

Subtractions

Paper Checks

* check missing from sequence

Check	Date	Amount	Check	Date	Amount	Check	Date	Amount
8220	4-5	\$185.00	8241	4-12	311.44	8245	4-14	530.00
*8238	4-13	322.59	8242	4-9	5,814.53	8246	4-12	132.97
8239	4-13	1,985.00	8243	4-9	1,017.78	8247	4-15	1,520.64
8240	4-12	77.64	8244	4-12	59.00	*8249	4-8	100.00
						Paper Checks Paid		\$12,056.59

**Interest
earned**

Number of days this statement period

30

1452

1:28 PM

05/04/21

CHARLTON FIRE DISTRICT #1
Reconciliation Summary
0712 OPERATING, Period Ending 03/31/2021

	<u>Mar 31, 21</u>
Beginning Balance	542,686.97
Cleared Transactions	
Checks and Payments - 12 items	-12,056.59
Deposits and Credits - 1 item	299.00
Total Cleared Transactions	<u>-11,757.59</u>
Cleared Balance	<u>530,929.38</u>
Register Balance as of 03/31/2021	530,929.38
New Transactions	
Checks and Payments - 1 item	<u>-100.00</u>
Total New Transactions	<u>-100.00</u>
Ending Balance	<u><u>530,829.38</u></u>

1:28 PM

05/04/21

CHARLTON FIRE DISTRICT #1
Reconciliation Detail
0712 OPERATING, Period Ending 03/31/2021

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						542,686.97
Cleared Transactions						
Checks and Payments - 12 items						
Check	03/02/2021	8220	AIRGAS USA LLC	X	-185.00	-185.00
Check	04/06/2021	8242	VANDER MOLEN FI...	X	-5,814.53	-5,999.53
Check	04/06/2021	8239	PRO-CUT LANDSC...	X	-1,985.00	-7,984.53
Check	04/06/2021	8247	NATIONAL GRID	X	-1,520.64	-9,505.17
Check	04/06/2021	8243	G.A.BOVE FUELS	X	-1,017.78	-10,522.95
Check	04/06/2021	8245	TRI CITY JANITORI...	X	-530.00	-11,052.95
Check	04/06/2021	8238	SPECTRUM	X	-322.59	-11,375.54
Check	04/06/2021	8241	HENRY SCHEIN INC	X	-311.44	-11,686.98
Check	04/06/2021	8246	TOWN OF CHARLT...	X	-132.97	-11,819.95
Check	04/06/2021	8249	KEVIN RIEHL	X	-100.00	-11,919.95
Check	04/06/2021	8240	FASNY FCU CARD...	X	-77.64	-11,997.59
Check	04/06/2021	8244	COUNTY WASTE	X	-59.00	-12,056.59
Total Checks and Payments					-12,056.59	-12,056.59
Deposits and Credits - 1 item						
Deposit	04/12/2021		AMSURE	X	299.00	299.00
Total Deposits and Credits					299.00	299.00
Total Cleared Transactions					-11,757.59	-11,757.59
Cleared Balance					-11,757.59	530,929.38
Register Balance as of 03/31/2021					-11,757.59	530,929.38
New Transactions						
Checks and Payments - 1 item						
Check	04/06/2021	8248	DEAN DECAPRIA		-100.00	-100.00
Total Checks and Payments					-100.00	-100.00
Total New Transactions					-100.00	-100.00
Ending Balance					-11,857.59	530,829.38



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

Public Sector Statement
April 30, 2021
page 1 of 3

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)

KeyNotes

At KeyBank, we want to be sure that you are aware of any changes to your deposit account agreement and disclosures.

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For clients using a TDD/TTY device, please call 1-800-539-8336.

Public Transaction Basic .0720
CHARLTON FIRE DISTRICT #1
PAYROLL ACCOUNT

Beginning balance 3-31-21	\$26,376.30
3 Subtractions	-2,437.15
Ending balance 4-30-21	\$23,939.15

Subtractions

Paper Checks * check missing from sequence

Check	Date	Amount	Check	Date	Amount
1028	4-7	\$588.65	1029	4-14	1,308.60

Paper Checks Paid \$1,897.25

0720 - 03290



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

Public Sector Statement
April 30, 2021
page 1 of 2

2286

T 81 00000 R EM T1

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

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Public Savings : 12286
CHARLTON FIRE DISTRICT #1
APPARATUS CAPITAL RESERVE

Beginning balance 3-31-21	\$207,124.88
Interest paid	+1.71
Ending balance 4-30-21	\$207,126.59

Interest earned

Annual percentage yield (APY) earned	0.01%
Number of days this statement period	30
Interest paid 4-30-21	\$1.71
Interest earned this statement period	\$1.70
Interest paid year-to-date	\$6.81

CUSTOMER ACCOUNT DISCLOSURES

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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 12208**

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

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

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

COMMON ELECTRONIC TRANSACTION DESCRIPTIONS:

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

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

IMPORTANT LINE OF CREDIT INFORMATION

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

In your letter, give us the following information:

- **Account Information :** Your name and account number.
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While we investigate whether or not there has been an error, the following are true:

- We investigate whether or not there has been a crime, and
- 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.

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

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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 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]

1:31 PM

05/04/21

CHARLTON FIRE DISTRICT #1
Reconciliation Summary
2286 APPARATUS, Period Ending 03/31/2021

	<u>Mar 31, 21</u>
Beginning Balance	207,124.88
Cleared Transactions	
Deposits and Credits - 1 Item	<u>1.71</u>
Total Cleared Transactions	<u>1.71</u>
Cleared Balance	<u>207,126.59</u>
Register Balance as of 03/31/2021	207,126.59
Ending Balance	207,126.59



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

Public Sector Statement
April 30, 2021
page 1 of 2

12294

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)

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Public Savings 2294
CHARLTON FIRE DISTRICT #1
EQUIPMENT CAPITAL RESERVES

Beginning balance 3-31-21	\$64,703.44
Interest paid	+0.53
Ending balance 4-30-21	\$64,703.97

Interest earned

Annual percentage yield (APY) earned	0.01%
Number of days this statement period	30
Interest paid 4-30-21	\$0.53
Interest earned this statement period	\$0.53
Interest paid year-to-date	\$2.13

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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.

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.	

1:32 PM

05/04/21

CHARLTON FIRE DISTRICT #1
Reconciliation Summary
2294 EQUIPMENT, Period Ending 05/01/2021

	<u>May 1, 21</u>
Beginning Balance	64,703.44
Cleared Transactions	
Deposits and Credits - 1 item	<u>0.53</u>
Total Cleared Transactions	<u>0.53</u>
Cleared Balance	<u><u>64,703.97</u></u>
Register Balance as of 05/01/2021	64,703.97
Ending Balance	64,703.97

1:29 PM

05/04/21

CHARLTON FIRE DISTRICT #1
Reconciliation Summary
0720 PAYROLL, Period Ending 04/30/2021

	<u>Apr 30, 21</u>
Beginning Balance	26,376.30
Cleared Transactions	
Checks and Payments - 3 items	<u>-2,437.15</u>
Total Cleared Transactions	<u>-2,437.15</u>
Cleared Balance	<u>23,939.15</u>
Register Balance as of 04/30/2021	23,939.15
New Transactions	
Checks and Payments - 2 items	<u>-1,897.25</u>
Total New Transactions	<u>-1,897.25</u>
Ending Balance	<u><u>22,041.90</u></u>

1:29 PM

05/04/21

CHARLTON FIRE DISTRICT #1
Reconciliation Detail
0720 PAYROLL, Period Ending 04/30/2021

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						26,376.30
Cleared Transactions						
Checks and Payments - 3 items						
Check	04/06/2021	1029	ANDREW G. LA PA...	X	-1,308.60	-1,308.60
Check	04/06/2021	1028	Sharon B Cronin	X	-588.65	-1,897.25
Check	04/19/2021		DIRECT WITHDRA...	X	-539.90	-2,437.15
Total Checks and Payments					-2,437.15	-2,437.15
Total Cleared Transactions					-2,437.15	-2,437.15
Cleared Balance					-2,437.15	23,939.15
Register Balance as of 04/30/2021					-2,437.15	23,939.15
New Transactions						
Checks and Payments - 2 items						
Check	05/04/2021		ANDREW G. LA PA...		-1,308.60	-1,308.60
Check	05/04/2021		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					-4,334.40	22,041.90

Public Sector Statement
April 30, 2021
page 2 of 3

0720

<i>Withdrawals</i>	<i>Date</i>	<i>Serial #</i>	<i>Location</i>	
	4-19		Direct Withdrawal, lrs	Usataxpymt
				\$539.90
			Total subtractions	\$2,437.15

Interest
earned

Number of days this statement period

30

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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.

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

Public Sector Statement
April 30, 2021
page 1 of 2

2302

T 81 00000 R EM T1

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

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

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For clients using a TDD/TTY device, please call 1-800-539-8336.

Public Savings 2302
CHARLTON FIRE DISTRICT #1
EMERGENCY REPAIR RESERVES

Beginning balance 3-31-21	\$25,095.13
Interest paid	+0.21
Ending balance 4-30-21	\$25,095.34

**Interest
earned**

Annual percentage yield (APY) earned	0.01%
Number of days this statement period	30
Interest paid 4-30-21	\$0.21
Interest earned this statement period	\$0.20
Interest paid year-to-date	\$0.83

CUSTOMER ACCOUNT DISCLOSURES

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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.

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

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- 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.

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05/04/21

CHARLTON FIRE DISTRICT #1
Reconciliation Summary
2302 EMERGENCY, Period Ending 04/30/2021

	<u>Apr 30, 21</u>
Beginning Balance	25,095.13
Cleared Transactions	
Deposits and Credits - 1 Item	<u>0.21</u>
Total Cleared Transactions	<u>0.21</u>
Cleared Balance	<u><u>25,095.34</u></u>
Register Balance as of 04/30/2021	25,095.34
Ending Balance	25,095.34



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

Public Sector Statement
April 30, 2021
page 1 of 2

2310

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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)

KeyNotes

At KeyBank, we want to be sure that you are aware of any changes to your deposit account agreement and disclosures.

Our Real Time Payments (RTP) Deposit Agreement has been updated to state that all receiving accounts for RTP must be located in the United States. If you receive an RTP transaction on behalf of someone else, they must be a resident of or have an account that resides in the United States.

For consumer accounts, if you have questions, you can visit your local branch or call us at 1-800-KEY@YOU®.

For business accounts, if you have questions, you can speak to your Relationship Manager or call us at 800-821-2829.

For clients using a TDD/TTY device, please call 1-800-539-8336.

Public Savings : 2310
CHARLTON FIRE DISTRICT #1
CAPITAL IMPROVEMENTS RESERVES

Beginning balance 3-31-21	\$48,330.98
Interest paid	+0.39
Ending balance 4-30-21	\$48,331.37

Interest earned

Annual percentage yield (APY) earned	0.01%
Number of days this statement period	30
Interest paid 4-30-21	\$0.39
Interest earned this statement period	\$0.39
Interest paid year-to-date	\$1.59

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05/04/21

CHARLTON FIRE DISTRICT #1
Reconciliation Summary
2310 CAPITAL IMPROVEMENTS, Period Ending 04/30/2021

	<u>Apr 30, 21</u>
Beginning Balance	48,330.98
Cleared Transactions	
Deposits and Credits - 1 item	<u>0.39</u>
Total Cleared Transactions	<u>0.39</u>
Cleared Balance	<u><u>48,331.37</u></u>
Register Balance as of 04/30/2021	48,331.37
Ending Balance	48,331.37



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

Public Sector Statement
April 30, 2021
page 1 of 2

2528

T 81 00000 R EM T1
CHARLTON FIRE DISTRICT #1
PO BOX 1369
BALLSTON LAKE NY 12019-0369

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Public Transaction Basic Interest
CHARLTON FIRE DISTRICT #1

2528

Beginning balance 3-31-21	\$59,564.52
Interest paid	+0.49
Ending balance 4-30-21	\$59,565.01

Interest earned

Annual percentage yield (APY) earned	0.01%
Number of days this statement period	30
Interest paid 4-30-21	\$0.49
Interest earned this statement period	\$0.48
Interest paid year-to-date	\$2.47

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

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05/04/21

CHARLTON FIRE DISTRICT #1
Reconciliation Summary
2528 NEW FIREHOUSE, Period Ending 04/30/2021

	<u>Apr 30, 21</u>
Beginning Balance	59,564.52
Cleared Transactions	
Deposits and Credits - 1 Item	<u>0.49</u>
Total Cleared Transactions	<u>0.49</u>
Cleared Balance	<u><u>59,565.01</u></u>
Register Balance as of 04/30/2021	59,565.01
Ending Balance	59,565.01