

**BOARD OF FIRE COMMISSIONERS  
FIRE DISTRICT #1  
JAMESBURG, NJ 08831**

Prepared By: D. Fitzgerald

Treasurer Report:

Date: 1/15/15

Reconciled balance brought forward in <b>PNC Checking</b> Acct from last meeting:	\$ 20,150.00
Deposits/Voided Checks since the last meeting (see Note 1):	\$ 91,808.72
Vouchers/Fees paid/Transfers since last meeting:	\$ (91,958.72)
Current Reconciled Balance Remaining in PNC Checking Account (Note 1):	<b>\$ 20,000.00</b>
Reconciled <b>PNC Savings</b> Balance brought forward from last meeting:	\$ 436,630.83
Withdrawals/Transfers to Checking:	\$ (91,808.72)
Deposits/Interest to Savings Account (see Note 4):	\$ 64.33
Current Reconciled Balance Remaining in PNC Savings Account:	<b>\$ 344,886.44</b>
GRAND TOTAL CASH ON HAND:	<b>\$ 364,886.44</b>
Total Dollar Amount of Current Month Voucher List to be Paid:	<b>\$ 14,074.50</b>

**Notes - 1/15/15 Report:**

1) Payment of the current month's voucher list would result in a PNC Checking balance of: \$5,925.50 therefore a transfer FROM PNC Sav of **\$14,074.50** needs to be made in order to maintain the control balance of **\$20,000.00**.

2) Reminder: **W-9 form must be submitted with all new vendors!!!** I need the Tax ID # especially if the vendor is a sole proprietor or LLC (not needed for incorporated vendors). The ID is needed for 1099 reporting each year.

3) All bills must be submitted the **Saturday** before the monthly commissioners meeting in order to be paid that month.

4) Reflects interest earned and posted of \$64.33 on 12/31/14.

Jamesburg Board of Fire Commissioners  
Budgeted Appropriations vs. Actual  
January through December 2014

DRAFT

	Jan - Dec 14	Budget	% of Budget
<b>Ordinary Income/Expense</b>			
<b>Expense</b>			
6100-00 · Salary & Wages			
6100-01 · Commissioners Pay	13,400.00	13,400.00	100.0%
6100-02 · Clerk Pay	0.00	1,500.00	0.0%
<b>Total 6100-00 · Salary &amp; Wages</b>	<b>13,400.00</b>	<b>14,900.00</b>	<b>89.9%</b>
6400-00 · Professional Fees			
6400-01 · Legal Fees	14,144.24	14,150.00	100.0%
6400-02 · Accounting/Auditing Fees	9,069.49	11,850.00	76.5%
6400-04 · Medical Services	4,874.00	5,000.00	97.5%
<b>Total 6400-00 · Professional Fees</b>	<b>28,087.73</b>	<b>31,000.00</b>	<b>90.6%</b>
6400-05 · Election Expenses	3,062.63	3,500.00	87.5%
6500-00 · Office Postage Exp			
6500-01 · Office Supplies	2,652.94	8,500.00	31.2%
6500-02 · Misc Supplies(petty cash)	0.00	200.00	0.0%
<b>Total 6500-00 · Office Postage Exp</b>	<b>2,652.94</b>	<b>8,700.00</b>	<b>30.5%</b>
<b>Total Expense</b>	<b>47,203.30</b>	<b>58,100.00</b>	<b>81.2%</b>
<b>Net Ordinary Income</b>	<b>(47,203.30)</b>	<b>(58,100.00)</b>	<b>81.2%</b>
<b>Other Income/Expense</b>			
<b>Other Expense</b>			
7100-00 · Reimb for Exp & Losses			
7140-00 · Truck Equipment			
7140-01 · Fire Equipment	16,265.60	16,300.00	99.8%
<b>Total 7140-00 · Truck Equipment</b>	<b>16,265.60</b>	<b>16,300.00</b>	<b>99.8%</b>
7195-00 · Uniform & Equip(Firefighters)	7,616.99	8,000.00	95.2%
<b>Total 7100-00 · Reimb for Exp &amp; Losses</b>	<b>23,882.59</b>	<b>24,300.00</b>	<b>98.3%</b>
7200-00 · Hydrant Rental Dom Water	55,239.19	56,000.00	98.6%
7400-00 · Insurance Premium	44,429.00	44,500.00	99.8%
7500-00 · Professional Services			
7500-01 · Advertising	270.12	750.00	36.0%
7500-03 · Training & Education	4,435.00	7,500.00	59.1%
<b>Total 7500-00 · Professional Services</b>	<b>4,705.12</b>	<b>8,250.00</b>	<b>57.0%</b>
7600-00 · Utilities	18,819.70	27,000.00	69.7%
7700-00 · Maint/Repairs			
7710-00 · Truck Service			
7710-01 · Radio Serv/Repair	2,747.50	3,700.00	74.3%
7710-02 · Fuel	3,580.63	5,000.00	71.6%
7710-04 · Truck Service	15,117.48	15,200.00	99.5%
7710-05 · Equipment Testing	4,121.13	4,800.00	85.9%
<b>Total 7710-00 · Truck Service</b>	<b>25,566.74</b>	<b>28,700.00</b>	<b>89.1%</b>
7720-00 · Air Pack & Bottle Repair	1,011.58	1,800.00	56.2%
7730-00 · Bldg Maintenance	20,047.27	25,000.00	80.2%
7740-00 · Bldg Supplies	1,551.77	2,000.00	77.6%
7750-00 · Fire Comp. Contract	32,500.00	32,500.00	100.0%
<b>Total 7700-00 · Maint/Repairs</b>	<b>80,677.36</b>	<b>90,000.00</b>	<b>89.6%</b>
7800-00 · Contingency	88.52	25,000.00	0.4%
7850-00 · LOSAP Program			
7850-01 · LOSAP Program	17,123.52	18,000.00	95.1%
<b>Total 7850-00 · LOSAP Program</b>	<b>17,123.52</b>	<b>18,000.00</b>	<b>95.1%</b>
8000-00 · Debt Service			
8010-03 · Lease Purchase-Principal	25,495.67	25,496.00	100.0%
8010-10 · Capital Lease-Principal	50,000.00	50,000.00	100.0%
8010-11 · Capital Lease-Oshkosh Princ	23,808.00	23,808.00	100.0%
8020-03 · Lease Purchase-Int.	2,530.00	2,530.00	100.0%
8020-10 · Capital Lease-Interest	7,184.00	7,184.00	100.0%
8020-11 · Capital Lease-Oshkosh Int	9,641.29	9,641.00	100.0%
<b>Total 8000-00 · Debt Service</b>	<b>118,658.96</b>	<b>118,659.00</b>	<b>100.0%</b>
9000-00 · Special Projects			
9200-00 · Capital Project-Fire Equipment	0.00	10,000.00	0.0%
<b>Total 9000-00 · Special Projects</b>	<b>0.00</b>	<b>10,000.00</b>	<b>0.0%</b>
<b>Total Other Expense</b>	<b>363,623.96</b>	<b>421,709.00</b>	<b>86.2%</b>
<b>Net Other income</b>	<b>(363,623.96)</b>	<b>(421,709.00)</b>	<b>86.2%</b>
<b>Net Income</b>	<b>(410,827.26)</b>	<b>(479,809.00)</b>	<b>85.6%</b>

01/14/15

**Jamesburg Board of Fire Commissioners**  
**Accounts Payable Voucher List**  
As of December 31, 2014

Date	Num	Account	Open Balance
<b>AT&amp;T</b>			
12/31/2014	2014-03-121	7600-00 · Utilities	260.21
Total AT&T			260.21
<b>COMCAST</b>			
12/31/2014	2014-03-122	7600-00 · Utilities	101.01
Total COMCAST			101.01
<b>DEBORAH A. FITZGERALD</b>			
12/31/2014	2014-03-123	6400-02 · Accounting/Auditing Fees	237.50
Total DEBORAH A. FITZGERALD			237.50
<b>FF1 PROFESSIONAL SAFETY SERVICES</b>			
12/31/2014	2014-01-052	7140-01 · Fire Equipment	37.26
Total FF1 PROFESSIONAL SAFETY SERVICES			37.26
<b>JOSEPH D YOUSOUF, ESQUIRE</b>			
12/31/2014	2014-03-124	6400-01 · Legal Fees	4,820.00
Total JOSEPH D YOUSOUF, ESQUIRE			4,820.00
<b>NJ-AMERICAN WATER COMP.</b>			
12/31/2014	2014-03-125	7200-00 · Hydrant Rental Dom Water	57.63
12/31/2014	2014-03-125	7200-00 · Hydrant Rental Dom Water	4,578.00
Total NJ-AMERICAN WATER COMP.			4,635.63
<b>SAMUEL KLEIN &amp; COMPANY</b>			
12/31/2014	2014-03-126	6400-02 · Accounting/Auditing Fees	1,350.00
Total SAMUEL KLEIN & COMPANY			1,350.00
<b>TOTAL</b>			<b>11,441.61</b>

01/14/15

**Jamesburg Board of Fire Commissioners**  
**Accounts Payable Voucher List**  
As of January 31, 2015

Date	Num	Account	Open Balance
<b>AT&amp;T</b>			
12/31/2014	2014-03-121	7600-00 · Utilities	260.21
Total AT&T			260.21
<b>COMCAST</b>			
12/31/2014	2014-03-122	7600-00 · Utilities	101.01
1/14/2015	2015-03-001	7600-00 · Utilities	105.06
Total COMCAST			206.07
<b>DEBORAH A. FITZGERALD</b>			
12/31/2014	2014-03-123	6400-02 · Accounting/Auditing Fees	237.50
Total DEBORAH A. FITZGERALD			237.50
<b>FEDERAL LICENSING, INC.</b>			
1/14/2015	2015-03-002	6500-02 · Misc Supplies(petty cash)	129.00
Total FEDERAL LICENSING, INC.			129.00
<b>FF1 PROFESSIONAL SAFETY SERVICES</b>			
12/31/2014	2014-01-052	7140-01 · Fire Equipment	37.26
Total FF1 PROFESSIONAL SAFETY SERVICES			37.26
<b>GENERAL WASTE REMOVAL, INC.</b>			
1/14/2015	2015-02-001	7730-00 · Bldg Maintenance	131.56
Total GENERAL WASTE REMOVAL, INC.			131.56
<b>JOSEPH D YOUSOUF, ESQUIRE</b>			
12/31/2014	2014-03-124	6400-01 · Legal Fees	4,820.00
Total JOSEPH D YOUSOUF, ESQUIRE			4,820.00
<b>NETLINK WEB SERVICES, LLC</b>			
1/14/2015	2015-03-003	6500-01 · Office Supplies	199.00
Total NETLINK WEB SERVICES, LLC			199.00
<b>NJ-AMERICAN WATER COMP.</b>			
12/31/2014	2014-03-125	7200-00 · Hydrant Rental Dom Water	57.63
12/31/2014	2014-03-125	7200-00 · Hydrant Rental Dom Water	4,578.00
Total NJ-AMERICAN WATER COMP.			4,635.63
<b>PSE&amp;G</b>			
1/14/2015	2015-03-004	7600-00 · Utilities	718.27
Total PSE&G			718.27
<b>SAMUEL KLEIN &amp; COMPANY</b>			
12/31/2014	2014-03-126	6400-02 · Accounting/Auditing Fees	1,350.00
1/14/2015	2015-03-005	6400-02 · Accounting/Auditing Fees	1,350.00
Total SAMUEL KLEIN & COMPANY			2,700.00
<b>TOTAL</b>			<b>14,074.50</b>

Includes 2014  
A/p = \$11,441.61



**Jamesburg Board of Fire Commissioners**  
**Monthly Check Register**  
 December 17 - 31, 2014

01/14/15

Date	Num	Name	Memo	Amount
<b>1104-00 · Cash in Checking-PNC</b>				
12/18/2014	7320	AT&T	LOCAL & LONG DISTANCE 11/24/14	(264.14)
12/18/2014	7321	BANC OF AMERICA PUBLIC CAPITAL	A/C# 1698700, INV# R53276 11/20/14	(57,184.00)
12/18/2014	7322	DEBORAH A. FITZGERALD	INV# 2014011 11/30/14	(325.00)
12/18/2014	7323	FIREFLOW SERVICES, INC.	INV# 1382 12/3/14	(750.00)
12/18/2014	7324	GENERAL WASTE REMOVAL, INC.	INV# 4C400001 12/4/14	(119.99)
12/18/2014	7325	JAMESBURG VOL FIRE DEPT	4TH QTR 2014 CONTRACT INSTALLMENT	(8,125.00)
12/18/2014	7326	JCP&L	ELECTRIC 11/12/14	(721.05)
12/18/2014	7327	MAYER PLUMBING & HEATING LLC	INV FOR GREASE TRAP, PLUMBING REPAIRS 12/16/14	(2,700.00)
12/18/2014	7328	MID-ATLANTIC RESCUE SYSTEMS, INC.	INV# 14-3167 11/26/14	(4,112.00)
12/18/2014	7329	NETLINK WEB SERVICES, LLC	INV# NWS1645 12/1/14	(199.00)
12/18/2014	7330	NEW JERSEY FIRE EQUIPMENT CO.	INV# 45489 11/26/14	(990.00)
12/18/2014	7331	NJ-AMERICAN WATER COMP.	A/C# 1018-210028471827 11/11/14, -210025838964 12/2/14	(4,603.67)
12/18/2014	7332	PORTA/GRACE MFG.	INV# 73836 11/18/14	(4,884.24)
12/18/2014	7333	PSE&G	GAS 11/17/14	(194.55)
12/18/2014	7334	SISBARRO TOWING & RECOVERY LLC		(6,524.00)
12/18/2014	7335	VIKING PEST CONTROL, INC.	INV# 18503416 10/25/14	(139.10)
12/18/2014	7336	W.B. MASON CO. INC.	INV# I22026482, I22085781, I22098683, CR1841679	(122.98)
Total 1104-00 · Cash in Checking-PNC				(91,958.72)
<b>TOTAL</b>				<b>(91,958.72)</b>

**Jamesburg Board of Fire Commissioners**

**Outstanding Checks**

November through December 2014

01/14/15

Type	Date	Num	Name	Account	Paid Amount
Bill Pmt -Check	11/20/2014	7319	WILLIAM STONAKER	1104-00 · Cash in Checking-PNC	
Bill	11/17/2014	2014-03-112		6100-01 · Commissioners Pay	-520.00
TOTAL					-520.00
Bill Pmt -Check	12/18/2014	7324	GENERAL WASTE REMOV...	1104-00 · Cash in Checking-PNC	
Bill	12/16/2014	2014-02-051		7730-00 · Bldg Maintenance	-119.99
TOTAL					-119.99
Bill Pmt -Check	12/18/2014	7328	MID-ATLANTIC RESCUE S...	1104-00 · Cash in Checking-PNC	
Bill	12/16/2014	2014-01-050		7140-01 · Fire Equipment	-4,112.00
TOTAL					-4,112.00