

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

Prepared By: D. Fitzgerald

Treasurer Report:

Date: 1/19/17

Reconciled balance brought forward in <b>PNC Checking</b> Acct from last meeting:	\$ 20,000.00
Deposits/Voided Checks since the last meeting (see Note 1):	\$ 82,002.75
Vouchers/Fees paid/Transfers since last meeting:	\$ (82,002.75)
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:	\$ 342,500.29
Withdrawals/Transfers to Checking:	\$ (82,002.75)
Deposits/Interest to Savings Account (see Note 4 & 5):	\$ 115,767.15
Current Reconciled Balance Remaining in PNC Savings Account:	<b>\$ 376,264.69</b>
<b>GRAND TOTAL CASH ON HAND:</b>	<b>\$ 396,264.69</b>
Total Dollar Amount of Current Month Voucher List to be Paid:	<b>\$ 31,797.27</b>

Notes - 1/19/17 Report:

1) Payment of the current month's voucher list would result in a PNC Checking balance of: \$ (11,797.27) therefore a transfer FROM PNC Sav of **\$31,797.27** 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 ensure they will be paid that month.

4) Reflects interest earned and posted of \$17.15 on 12/30/16.

5) Fire Tax Checks are due from the Borough within 30 days following the March, May, August, and November commissioner meetings. 4th Qtr 2016 check for \$115,750 was received 12/13/16, and deposited/cleared 1/5/17.

1:00 AM  
01/18/17  
Accrual Basis

Jamesburg Board of Fire Commissioners  
Budgeted Appropriations vs. Actual  
January through December 2016

DRAFT

	Jan - Dec 16	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	11,560.00	17,000.00	68.0%
6400-02 · Accounting/Auditing Fees	9,259.31	12,000.00	77.2%
6400-04 · Medical Services	455.00	5,250.00	8.7%
<b>Total 6400-00 · Professional Fees</b>	<b>21,274.31</b>	<b>34,250.00</b>	<b>62.1%</b>
6400-05 · Election Expenses	2,777.73	3,500.00	79.4%
6500-00 · Office \Postage Exp			
6500-01 · Office Supplies	4,131.28	5,000.00	82.6%
6500-02 · Misc Supplies(petty cash)	60.00	200.00	30.0%
<b>Total 6500-00 · Office \Postage Exp</b>	<b>4,191.28</b>	<b>5,200.00</b>	<b>80.6%</b>
<b>Total Expense</b>	<b>41,643.32</b>	<b>57,850.00</b>	<b>72.0%</b>
<b>Net Ordinary Income</b>	<b>(41,643.32)</b>	<b>(57,850.00)</b>	<b>72.0%</b>
<b>Other Income/Expense</b>			
<b>Other Expense</b>			
7100-00 · Reimb for Exp & Losses			
7140-00 · Truck Equipment			
7140-01 · Fire Equipment	15,223.72	13,000.00	117.1%
<b>Total 7140-00 · Truck Equipment</b>	<b>15,223.72</b>	<b>13,000.00</b>	<b>117.1%</b>
7195-00 · Uniform & Equip(Firefighters)	12,057.01	13,000.00	92.7%
<b>Total 7100-00 · Reimb for Exp &amp; Losses</b>	<b>27,280.73</b>	<b>26,000.00</b>	<b>104.9%</b>
7200-00 · Hydrant Rental Dom Water	57,533.30	58,000.00	99.2%
7400-00 · Insurance Premium	47,397.00	48,000.00	98.7%
7500-00 · Professional Services			
7500-01 · Advertising	0.00	500.00	0.0%
7500-03 · Training & Education	4,442.03	7,500.00	59.2%
<b>Total 7500-00 · Professional Services</b>	<b>4,442.03</b>	<b>8,000.00</b>	<b>55.5%</b>
7600-00 · Utilities	19,240.95	22,000.00	87.5%
7700-00 · Maint/Repairs			
7710-00 · Truck Service			
7710-01 · Radio Serv/Repair	4,351.00	5,000.00	87.0%
7710-02 · Fuel	2,173.65	5,000.00	43.5%
7710-04 · Truck Service	12,637.84	15,000.00	84.3%
7710-05 · Equipment Testing	5,786.43	5,000.00	115.7%
<b>Total 7710-00 · Truck Service</b>	<b>24,948.92</b>	<b>30,000.00</b>	<b>83.2%</b>
7720-00 · Air Pack & Bottle Repair	2,169.47	1,800.00	120.5%
7730-00 · Bldg Maintenance	36,129.47	32,500.00	111.2%
7740-00 · Bldg Supplies	1,553.67	2,000.00	77.7%
7750-00 · Fire Comp. Contract	32,500.00	32,500.00	100.0%
<b>Total 7700-00 · Maint/Repairs</b>	<b>97,301.53</b>	<b>98,800.00</b>	<b>98.5%</b>
7800-00 · Contingency	20.45	25,000.00	0.1%
7850-00 · LOSAP Program			
7850-01 · LOSAP Program	17,294.64	19,000.00	91.0%
<b>Total 7850-00 · LOSAP Program</b>	<b>17,294.64</b>	<b>19,000.00</b>	<b>91.0%</b>
8000-00 · Debt Service			
8010-03 · Lease Purchase-Principal	27,155.61	27,156.00	100.0%
8010-10 · Capital Lease-Principal	60,000.00	60,000.00	100.0%
8010-11 · Capital Lease-Oshkosh Princ	25,676.80	25,677.00	100.0%
8020-03 · Lease Purchase-Int.	870.06	871.00	99.9%
8020-10 · Capital Lease-Interest	2,694.00	2,694.00	100.0%
8020-11 · Capital Lease-Oshkosh Int	7,772.49	7,773.00	100.0%
<b>Total 8000-00 · Debt Service</b>	<b>124,168.96</b>	<b>124,171.00</b>	<b>100.0%</b>
<b>Total Other Expense</b>	<b>394,679.59</b>	<b>428,971.00</b>	<b>92.0%</b>
<b>Net Other Income</b>	<b>(394,679.59)</b>	<b>(428,971.00)</b>	<b>92.0%</b>
<b>Net Income</b>	<b>(436,322.91)</b>	<b>(486,821.00)</b>	<b>89.6%</b>

01/18/17

**Jamesburg Board of Fire Commissioners**  
**Accounts Payable Voucher List**  
 As of December 31, 2016

2016

Date	Num	Account	Open Balance
<b>APPROVED FIRE PROTECTION CO.</b>			
12/31/2016	2016-01-072	7710-05 · Equipment Testing	57.50
12/31/2016	2016-01-072	7710-05 · Equipment Testing	57.50
Total APPROVED FIRE PROTECTION CO.			115.00
<b>AT&amp;T</b>			
12/31/2016	2016-03-117	7600-00 · Utilities	314.24
Total AT&T			314.24
<b>COMCAST</b>			
12/31/2016	2016-03-118	7600-00 · Utilities	108.02
Total COMCAST			108.02
<b>DEBORAH A. FITZGERALD</b>			
12/31/2016	2016-03-119	6400-02 · Accounting/Auditing Fees	250.00
Total DEBORAH A. FITZGERALD			250.00
<b>DINA WALKER - PETTY CASH</b>			
12/31/2016	2016-03-120	6500-01 · Office Supplies	598.10
Total DINA WALKER - PETTY CASH			598.10
<b>FAT BOYS LANDSCAPING, LLC</b>			
12/31/2016	2016-02-060	7730-00 · Bldg Maintenance	175.00
Total FAT BOYS LANDSCAPING, LLC			175.00
<b>JCP&amp;L</b>			
12/31/2016	2016-03-121	7600-00 · Utilities	791.58
Total JCP&L			791.58
<b>JOSEPH D YOUSOUF, ESQUIRE</b>			
12/31/2016	2016-03-122	6400-01 · Legal Fees	4,224.00
Total JOSEPH D YOUSOUF, ESQUIRE			4,224.00
<b>MIDDLESEX COUNTY FIRE ACADEMY</b>			
12/31/2016	2016-01-073	7500-03 · Training & Education	361.00
Total MIDDLESEX COUNTY FIRE ACADEMY			361.00
<b>NJ-AMERICAN WATER COMP.</b>			
12/31/2016	2016-03-123	7200-00 · Hydrant Rental Dom Water	35.50
12/31/2016	2016-03-123	7200-00 · Hydrant Rental Dom Water	4,735.50
Total NJ-AMERICAN WATER COMP.			4,771.00
<b>PSE&amp;G</b>			
12/31/2016	2016-03-124	7600-00 · Utilities	734.13
Total PSE&G			734.13
<b>READY REFRESH BY NESTLE</b>			
12/31/2016	2016-02-061	7730-00 · Bldg Maintenance	20.27
Total READY REFRESH BY NESTLE			20.27
<b>SKYLANDS AREA FIRE EQUIPMENT &amp; TRAINING,</b>			
12/31/2016	2016-01-066	7195-00 · Uniform & Equip(Firefighters)	2,566.90
Total SKYLANDS AREA FIRE EQUIPMENT & TRAINING,			2,566.90
<b>WARSHAUER GENERATOR LLC</b>			
12/31/2016	2016-02-062	7730-00 · Bldg Maintenance	124.86
12/31/2016	2016-02-062	7730-00 · Bldg Maintenance	431.25
Total WARSHAUER GENERATOR LLC			556.11
<b>TOTAL</b>			<b>15,585.35</b>

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**Jamesburg Board of Fire Commissioners**  
**Accounts Payable Voucher List**  
As of January 18, 2017

Date	Num	Account	Open Balance
<b>APPROVED FIRE PROTECTION CO.</b>			
12/31/2016	2016-01-072	7710-05 · Equipment Testing	57.50
12/31/2016	2016-01-072	7710-05 · Equipment Testing	57.50
Total APPROVED FIRE PROTECTION CO.			115.00
<b>AT&amp;T</b>			
12/31/2016	2016-03-117	7600-00 · Utilities	314.24
Total AT&T			314.24
<b>COMCAST</b>			
12/31/2016	2016-03-118	7600-00 · Utilities	108.02
Total COMCAST			108.02
<b>DEBORAH A. FITZGERALD</b>			
12/31/2016	2016-03-119	6400-02 · Accounting/Auditing Fees	250.00
Total DEBORAH A. FITZGERALD			250.00
<b>DINA WALKER - PETTY CASH</b>			
12/31/2016	2016-03-120	6500-01 · Office Supplies	598.10
Total DINA WALKER - PETTY CASH			598.10
<b>FAT BOYS LANDSCAPING, LLC</b>			
12/31/2016	2016-02-060	7730-00 · Bldg Maintenance	175.00
Total FAT BOYS LANDSCAPING, LLC			175.00
<b>FIRST RESPONDER JOINT INSURANCE FUND</b>			
1/17/2017	2017-03-001	7400-00 · Insurance Premium	14,448.00
Total FIRST RESPONDER JOINT INSURANCE FUND			14,448.00
<b>GENERAL WASTE REMOVAL, INC.</b>			
1/17/2017	2017-02-001	7730-00 · Bldg Maintenance	132.76
Total GENERAL WASTE REMOVAL, INC.			132.76
<b>JCP&amp;L</b>			
12/31/2016	2016-03-121	7600-00 · Utilities	791.58
Total JCP&L			791.58
<b>JOSEPH D YOUSOUF, ESQUIRE</b>			
12/31/2016	2016-03-122	6400-01 · Legal Fees	4,224.00
Total JOSEPH D YOUSOUF, ESQUIRE			4,224.00
<b>MIDDLESEX COUNTY FIRE ACADEMY</b>			
12/31/2016	2016-01-073	7500-03 · Training & Education	361.00
Total MIDDLESEX COUNTY FIRE ACADEMY			361.00
<b>NETLINK WEB SERVICES, LLC</b>			
1/17/2017	2017-03-002	6500-01 · Office Supplies	199.00
Total NETLINK WEB SERVICES, LLC			199.00
<b>NJ-AMERICAN WATER COMP.</b>			
12/31/2016	2016-03-123	7200-00 · Hydrant Rental Dom Water	35.50
12/31/2016	2016-03-123	7200-00 · Hydrant Rental Dom Water	4,735.50
1/17/2017	2017-03-003	7200-00 · Hydrant Rental Dom Water	82.16
Total NJ-AMERICAN WATER COMP.			4,853.16
<b>PSE&amp;G</b>			
12/31/2016	2016-03-124	7600-00 · Utilities	734.13
Total PSE&G			734.13
<b>READY REFRESH BY NESTLE</b>			
12/31/2016	2016-02-061	7730-00 · Bldg Maintenance	20.27
Total READY REFRESH BY NESTLE			20.27
<b>SAMUEL KLEIN &amp; COMPANY</b>			
1/17/2017	2017-03-004	6400-02 · Accounting/Auditing Fees	1,350.00
Total SAMUEL KLEIN & COMPANY			1,350.00
<b>SKYLANDS AREA FIRE EQUIPMENT &amp; TRAINING,</b>			
12/31/2016	2016-01-066	7195-00 · Uniform & Equip(Firefighters)	2,566.90
Total SKYLANDS AREA FIRE EQUIPMENT & TRAINING,			2,566.90

01/18/17

Jamesburg Board of Fire Commissioners  
Accounts Payable Voucher List  
As of January 18, 2017

Date	Num	Account	Open Balance
WARSHAUER GENERATOR LLC			
12/31/2016	2016-02-062	7730-00 · Bldg Maintenance	124.86
12/31/2016	2016-02-062	7730-00 · Bldg Maintenance	431.25
Total WARSHAUER GENERATOR LLC			556.11
TOTAL			<u>31,797.27</u>

Includes  
2016  
A/P



**Jamesburg Board of Fire Commissioners**

**Monthly Check Register**

December 2016

01/17/17

Date	Num	Name	Memo	Amount
<b>1104-00 - Cash in Checking-PNC</b>				
12/15/2016	7812	AT&T	LOCAL/LONG DISTANCE + ADJ 11/24/16	(455.40)
12/15/2016	7813	BANC OF AMERICA PUBLIC CAPITAL	A/C# 1698700, INV# R68038 11/20/16	(62,694.00)
12/15/2016	7814	DEBORAH A. FITZGERALD	INV# 2016011 11/30/16	(237.50)
12/15/2016	7815	FAIL SAFE TESTING	INV# INV-002942 12/2/16	(2,706.43)
12/15/2016	7816	FIRE ONE, INC.	INV# 181115 11/15/16	(550.00)
12/15/2016	7817	GENERAL WASTE REMOVAL, INC.	INV# 6C100032 12/1/16	(131.56)
12/15/2016	7818	JCP&L	ELECTRIC 11/11/16	(619.75)
12/15/2016	7819	JG PAINTING & CONTRACTING, LLC	INC 12/2/16	(4,100.00)
12/15/2016	7820	MC MASTER-CARR SUPPLY CO.		(3,217.52)
12/15/2016	7821	MIDDLESEX COUNTY FIRE ACADEMY	INV# 16-1107 11/29/16	(236.00)
12/15/2016	7822	MONMOUTH COUNTY TREASURER	INV# 10172016 11/22/16	(200.00)
12/15/2016	7823	NETLINK WEB SERVICES, LLC	INV# NWS1957 12/1/16	(199.00)
12/15/2016	7824	NEW JERSEY FIRE EQUIPMENT CO.		(277.00)
12/15/2016	7825	NJ-AMERICAN WATER COMP.	A/C #1018-210025838964 12/2/16	(4,735.50)
12/15/2016	7826	OCEAN COAST ELECTRIC, LLC	INV# 4985 11/30/16 & 5121 10/31/16 NO TAX	(1,284.84)
12/15/2016	7827	PSE&G	GAS 11/17/16	(149.04)
12/15/2016	7828	READY REFRESH BY NESTLE	INV# 16K7801965661 12/2/16	(20.27)
12/15/2016	7829	W.B. MASON CO. INC.	INV# I39578471 11/22 & I39676305 11/29	(188.94)
Total 1104-00 - Cash in Checking-PNC				(82,002.75)
<b>TOTAL</b>				<b>(82,002.75)</b>

**Jamesburg Board of Fire Commissioners**

**Outstanding Checks**

November through December 2016

01/17/17

Type	Date	Num	Name	Account	Paid Amount
Bill Pmt -Check	11/17/2016	7807	PATRICK CONNELLY	1104-00 · Cash in Checking-PNC	
Bill	11/15/2016	2016-03-106		6100-01 · Commissioners Pay	-520.00
TOTAL					-520.00
Bill Pmt -Check	12/15/2016	7813	BANC OF AMERICA PUBLI...	1104-00 · Cash in Checking-PNC	
Bill	12/13/2016	2016-03-110		8010-10 · Capital Lease-Principal	-60,000.00
				8020-10 · Capital Lease-Interest	-2,694.00
TOTAL					-62,694.00
Bill Pmt -Check	12/15/2016	7815	FAIL SAFE TESTING	1104-00 · Cash in Checking-PNC	
Bill	12/13/2016	2016-01-054		7710-05 · Equipment Testing	-2,706.43
TOTAL					-2,706.43
Bill Pmt -Check	12/15/2016	7817	GENERAL WASTE REMOV...	1104-00 · Cash in Checking-PNC	
Bill	12/13/2016	2016-02-056		7730-00 · Bldg Maintenance	-131.56
TOTAL					-131.56
Bill Pmt -Check	12/15/2016	7826	OCEAN COAST ELECTRIC,...	1104-00 · Cash in Checking-PNC	
Bill	12/13/2016	2016-02-058		7730-00 · Bldg Maintenance	-1,284.84
TOTAL					-1,284.84