

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

Prepared By: D. Fitzgerald

Treasurer Report:

Date: 12/15/16

Reconciled balance brought forward in PNC Checking Acct from last meeting:	\$ 20,000.00
Deposits/Voiced Checks since the last meeting (see Note 1):	\$ 28,537.69
Vouchers/Fees paid/Transfers since last meeting:	\$ (28,537.69)
Current Reconciled Balance Remaining in PNC Checking Account (Note 1):	\$ 20,000.00
Reconciled PNC Savings Balance brought forward from last meeting:	\$ 371,017.46
Withdrawals/Transfers to Checking:	\$ (28,537.69)
Deposits/Interest to Savings Account (see Note 4 & 5):	\$ 20.52
Current Reconciled Balance Remaining in PNC Savings Account:	\$ 342,500.29
GRAND TOTAL CASH ON HAND:	\$ 362,500.29
Total Dollar Amount of Current Month Voucher List to be Paid:	\$ 82,002.75

Notes - 12/15/16 Report:

1) Payment of the current month's voucher list would result in a PNC Checking balance of: \$ (62,002.75) therefore a transfer FROM PNC Sav of **\$82,002.75** 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 \$20.52 on 11/30/16.

5) Fire Tax Checks are due from the Borough within 30 days following the March, May, August, and November commissioner meetings. A Borough check came in this month, but has yet to be deposited.

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

	Jan - Dec 16	Budget	% of Budget
Ordinary Income/Expense			
Expense			
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%
Total 6100-00 · Salary & Wages	13,400.00	14,900.00	89.9%
6400-00 · Professional Fees			
6400-01 · Legal Fees	7,336.00	17,000.00	43.2%
6400-02 · Accounting/Auditing Fees	9,009.31	12,000.00	75.1%
6400-04 · Medical Services	455.00	5,250.00	8.7%
Total 6400-00 · Professional Fees	16,800.31	34,250.00	49.1%
6400-05 · Election Expenses	2,777.73	3,500.00	79.4%
6500-00 · Office IPostage Exp			
6500-01 · Office Supplies	3,533.18	5,000.00	70.7%
6500-02 · Misc Supplies(petty cash)	60.00	200.00	30.0%
Total 6500-00 · Office IPostage Exp	3,593.18	5,200.00	69.1%
Total Expense	36,571.22	57,850.00	63.2%
Net Ordinary Income	(36,571.22)	(57,850.00)	63.2%
Other Income/Expense			
Other Expense			
7100-00 · Reimb for Exp & Losses			
7140-00 · Truck Equipment			
7140-01 · Fire Equipment	15,223.72	13,000.00	117.1%
Total 7140-00 · Truck Equipment	15,223.72	13,000.00	117.1%
7195-00 · Uniform & Equip(Firefighters)	9,490.11	13,000.00	73.0%
Total 7100-00 · Reimb for Exp & Losses	24,713.83	26,000.00	95.1%
7200-00 · Hydrant Rental Dom Water	52,762.30	58,000.00	91.0%
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	4,081.03	7,500.00	54.4%
Total 7500-00 · Professional Services	4,081.03	8,000.00	51.0%
7600-00 · Utilities	17,292.98	22,000.00	78.6%
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	5,671.43	5,000.00	113.4%
Total 7710-00 · Truck Service	24,833.92	30,000.00	82.8%
7720-00 · Air Pack & Bottle Repair	2,169.47	1,800.00	120.5%
7730-00 · Bldg Maintenance	35,378.09	32,500.00	108.9%
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%
Total 7700-00 · Maint/Repairs	96,435.15	98,800.00	97.6%
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%
Total 7850-00 · LOSAP Program	17,294.64	19,000.00	91.0%
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%
Total 8000-00 · Debt Service	124,168.96	124,171.00	100.0%
Total Other Expense	384,166.34	428,971.00	89.6%
Net Other Income	(384,166.34)	(428,971.00)	89.6%
Net Income	(420,737.56)	(486,821.00)	86.4%

12/14/16

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

Date	Num	Account	Open Balance
AT&T			
12/13/2016	2016-03-109	7600-00 · Utilities	455.40
Total AT&T			455.40
BANC OF AMERICA PUBLIC CAPITAL			
12/13/2016	2016-03-110	8010-10 · Capital Lease-Principal	60,000.00
12/13/2016	2016-03-110	8020-10 · Capital Lease-Interest	2,694.00
Total BANC OF AMERICA PUBLIC CAPITAL			62,694.00
DEBORAH A. FITZGERALD			
12/13/2016	2016-03-111	6400-02 · Accounting/Auditing Fees	237.50
Total DEBORAH A. FITZGERALD			237.50
FAIL SAFE TESTING			
12/13/2016	2016-01-054	7710-05 · Equipment Testing	2,706.43
Total FAIL SAFE TESTING			2,706.43
FIRE ONE, INC.			
12/13/2016	2016-01-055	7710-05 · Equipment Testing	550.00
Total FIRE ONE, INC.			550.00
GENERAL WASTE REMOVAL, INC.			
12/13/2016	2016-02-056	7730-00 · Bldg Maintenance	131.56
Total GENERAL WASTE REMOVAL, INC.			131.56
JCP&L			
12/13/2016	2016-03-112	7600-00 · Utilities	619.75
Total JCP&L			619.75
JG PAINTING & CONTRACTING, LLC			
12/13/2016	2016-02-055	7730-00 · Bldg Maintenance	3,600.00
12/13/2016	2016-02-055	7730-00 · Bldg Maintenance	500.00
Total JG PAINTING & CONTRACTING, LLC			4,100.00
MC MASTER-CARR SUPPLY CO.			
12/13/2016	2016-02-057	7730-00 · Bldg Maintenance	337.72
12/13/2016	2016-01-064	7140-01 · Fire Equipment	2,537.03
12/13/2016	2016-01-067	7720-00 · Air Pack & Bottle Repair	342.77
Total MC MASTER-CARR SUPPLY CO.			3,217.52
MIDDLESEX COUNTY FIRE ACADEMY			
12/13/2016	2016-01-068	7500-03 · Training & Education	236.00
Total MIDDLESEX COUNTY FIRE ACADEMY			236.00
MONMOUTH COUNTY TREASURER			
12/13/2016	2016-01-069	7500-03 · Training & Education	200.00
Total MONMOUTH COUNTY TREASURER			200.00
NETLINK WEB SERVICES, LLC			
12/13/2016	2016-03-113	6500-01 · Office Supplies	199.00
Total NETLINK WEB SERVICES, LLC			199.00
NEW JERSEY FIRE EQUIPMENT CO.			
12/13/2016	2016-01-070	7140-01 · Fire Equipment	152.00
12/13/2016	2016-01-071	7140-01 · Fire Equipment	125.00
Total NEW JERSEY FIRE EQUIPMENT CO.			277.00
NJ-AMERICAN WATER COMP.			
12/13/2016	2016-03-114	7200-00 · Hydrant Rental Dom Water	4,735.50
Total NJ-AMERICAN WATER COMP.			4,735.50
OCEAN COAST ELECTRIC, LLC			
12/13/2016	2016-02-058	7730-00 · Bldg Maintenance	1,284.84
Total OCEAN COAST ELECTRIC, LLC			1,284.84
PSE&G			
12/13/2016	2016-03-115	7600-00 · Utilities	149.04
Total PSE&G			149.04
READY REFRESH BY NESTLE			
12/13/2016	2016-02-059	7730-00 · Bldg Maintenance	20.27

12/14/16

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

<u>Date</u>	<u>Num</u>	<u>Account</u>	<u>Open Balance</u>
Total READY REFRESH BY NESTLE			20.27
W.B. MASON CO. INC.			
12/13/2016	2016-03-116	6500-01 · Office Supplies	188.94
Total W.B. MASON CO. INC.			188.94
TOTAL			<u>82,002.75</u>

Jamesburg Board of Fire Commissioners

Monthly Check Register

November 2016

12/13/16

Date	Num	Name	Memo	Amount
1104-00 - Cash in Checking-PNC				
11/17/2016	7790	ADVANCED GENERATOR EXCHANGE	INV# 2547 11/9/16	(433.45)
11/17/2016	7791	AT&T	LOCAL & LONG DISTANCE 10/24/16	(314.06)
11/17/2016	7792	AUTO KING PARTS & SUPPLIES	A/C# J2100 INV# 478971, 478645 NOV 2016	(146.92)
11/17/2016	7793	BOROUGH OF JAMESBURG	ANNUAL FUEL BILL 10/27/15 THRU 10/26/16	(2,173.65)
11/17/2016	7794	BOROUGH OF JAMESBURG SEWER UTILITY	4TH QTR 2016 SEWER CHARGE	(236.75)
11/17/2016	7795	BRIAN H. WRIGHT	4TH QTR 2016 COMMISSIONERS FEES	(715.00)
11/17/2016	7796	CIRCLE JANITORIAL SUPPLIES, SOUTH	INV# 18225-16 10/24/16	(309.80)
11/17/2016	7797	COMCAST	MONTHLY INTERNET 11/9/16	(108.02)
11/17/2016	7798	DEBORAH A. FITZGERALD	INV# 2016010 10/31/16	(212.50)
11/17/2016	7799	DINA WALKER	4TH QTR 2016 COMMISSIONERS FEES	(651.00)
11/17/2016	7800	FAT BOYS LANDSCAPING, LLC	INV# 606 11/6/16	(75.00)
11/17/2016	7801	GENERAL WASTE REMOVAL, INC.	INV# 6B100031 11/1/16	(131.56)
11/17/2016	7802	JAMESBURG HARDWARE & APPLIANCE	STMT 10/24/16 INV# A79354 10/5/16	(16.97)
11/17/2016	7803	JAMESBURG VOL FIRE DEPT	4TH QTR 2016 CONTRACT INSTALLMENT	(8,125.00)
11/17/2016	7804	NANCY LINKE	4TH QTR 2016 COMMISSIONERS FEES	(941.00)
11/17/2016	7805	NETLINK WEB SERVICES, LLC	INV# NWS1930 10/1/16, NWS1944 11/1/16	(398.00)
11/17/2016	7806	NJ-AMERICAN WATER COMP.	A/C# 1018-210028471827, 1018-210025838964 11/16	(4,760.76)
11/17/2016	7807	PATRICK CONNELLY	4TH QTR 2016 COMMISSIONERS FEES	(520.00)
11/17/2016	7808	PSE&G	GAS 10/19/16	(44.89)
11/17/2016	7809	READY REFRESH BY NESTLE	INV# 16J7801965661 11/2/16	(20.27)
11/17/2016	7810	SISBARRO FLEET SERVICE		(7,883.09)
11/17/2016	7811	WILLIAM STONAKER	4TH QTR 2016 COMMISSIONERS FEES	(520.00)
Total 1104-00 - Cash in Checking-PNC				(28,537.69)
TOTAL				(28,537.69)

Jamesburg Board of Fire Commissioners

Outstanding Checks

November 2016

12/13/16

<u>Type</u>	<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Account</u>	<u>Paid Amount</u>
Bill Pmt -Check	11/17/2016	7799	DINA WALKER	1104-00 · Cash in Checking-PNC	
Bill	11/15/2016	2016-03-102		6100-01 · Commissioners Pay	-651.00
TOTAL					-651.00
Bill Pmt -Check	11/17/2016	7803	JAMESBURG VOL FIRE DE...	1104-00 · Cash in Checking-PNC	
Bill	11/15/2016	2016-02-053		7750-00 · Fire Comp. Contract	-8,125.00
TOTAL					-8,125.00
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	11/17/2016	7809	READY REFRESH BY NES...	1104-00 · Cash in Checking-PNC	
Bill	11/15/2016	2016-02-054		7730-00 · Bldg Maintenance	-20.27
TOTAL					-20.27