

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

Prepared By: D. Fitzgerald

Treasurer Report:

Date: 12/17/15

Reconciled balance brought forward in PNC Checking Acct from last meeting:	\$ 20,000.00
Deposits/Voiced Checks since the last meeting (see Note 1):	\$ 98,597.79
Vouchers/Fees paid/Transfers since last meeting (see Note 5):	\$ (43,459.79)
Current Reconciled Balance Remaining in PNC Checking Account (Note 1):	\$ 75,138.00
Reconciled PNC Savings Balance brought forward from last meeting:	\$ 241,975.98
Withdrawals/Transfers to Checking:	\$ (98,597.79)
Deposits/Interest to Savings Account (see Note 4):	\$ 17.31
Current Reconciled Balance Remaining in PNC Savings Account:	\$ 143,395.50
GRAND TOTAL CASH ON HAND:	\$ 218,533.50
Total Dollar Amount of Current Month Voucher List to be Paid:	\$ 72,708.57

Notes - 12/17/15 Report:

1) Payment of the current month's voucher list would result in a PNC Checking balance of: \$ 2,429.43 therefore a transfer FROM PNC Sav of **\$17,570.57** needs to be made in order to maintain the control balance of **\$20,000.00**. Ck# 7363 dated 2/19/15, payable to Netlink, was approved for voiding at the last meeting; the replacement check is included in vouchers to be paid. Last month's transfer included enough funds to cover the bond payment that is included in the vouchers to be paid.

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 \$17.31 on 11/30/15.

5) Enough funds were transferred 11/19/15 to cover the bond payment due to Banc of America this month.

12:03 AM

12/16/15

Accrual Basis

Jamesburg Board of Fire Commissioners Budgeted Appropriations vs. Actual January through December 2015

	Jan - Dec 15	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	10,990.32	17,000.00	64.6%
6400-02 · Accounting/Auditing Fees	8,756.86	12,000.00	73.0%
6400-04 · Medical Services	4,455.00	5,250.00	84.9%
Total 6400-00 · Professional Fees	24,202.18	34,250.00	70.7%
6400-05 · Election Expenses	521.00	3,500.00	14.9%
6500-00 · Office \Postage Exp			
6500-01 · Office Supplies	2,692.33	5,000.00	53.8%
6500-02 · Misc Supplies(petty cash)	189.00	200.00	94.5%
Total 6500-00 · Office \Postage Exp	2,881.33	5,200.00	55.4%
Total Expense	41,004.51	57,850.00	70.9%
Net Ordinary Income	(41,004.51)	(57,850.00)	70.9%
Other Income/Expense			
Other Expense			
7100-00 · Reimb for Exp & Losses			
7140-00 · Truck Equipment			
7140-01 · Fire Equipment	8,734.66	13,000.00	67.2%
Total 7140-00 · Truck Equipment	8,734.66	13,000.00	67.2%
7195-00 · Uniform & Equip(Firefighters)	9,949.34	10,000.00	99.5%
Total 7100-00 · Reimb for Exp & Losses	18,684.00	23,000.00	81.2%
7200-00 · Hydrant Rental Dom Water	51,105.86	56,000.00	91.3%
7400-00 · Insurance Premium	46,857.00	46,000.00	101.9%
7500-00 · Professional Services			
7500-01 · Advertising	110.24	750.00	14.7%
7500-03 · Training & Education	4,973.98	7,500.00	66.3%
Total 7500-00 · Professional Services	5,084.22	8,250.00	61.6%
7600-00 · Utilities	18,514.63	23,000.00	80.5%
7700-00 · Maint/Repairs			
7710-00 · Truck Service			
7710-01 · Radio Serv/Repair	3,545.00	5,000.00	70.9%
7710-02 · Fuel	2,058.80	5,000.00	41.2%
7710-04 · Truck Service	15,692.45	15,000.00	104.6%
7710-05 · Equipment Testing	3,744.70	5,000.00	74.9%
Total 7710-00 · Truck Service	25,040.95	30,000.00	83.5%
7720-00 · Air Pack & Bottle Repair	0.00	1,800.00	0.0%
7730-00 · Bldg Maintenance	20,455.10	39,000.00	52.4%
7740-00 · Bldg Supplies	2,174.37	2,000.00	108.7%
7750-00 · Fire Comp. Contract	32,500.00	32,500.00	100.0%
Total 7700-00 · Maint/Repairs	60,170.42	105,300.00	76.1%
7800-00 · Contingency	1,933.05	25,000.00	7.7%
7850-00 · LOSAP Program			
7850-01 · LOSAP Program	14,412.20	19,000.00	75.9%
Total 7850-00 · LOSAP Program	14,412.20	19,000.00	75.9%
8000-00 · Debt Service			
8010-03 · Lease Purchase-Principal	26,312.55	26,313.00	100.0%
8010-10 · Capital Lease-Principal	50,000.00	50,000.00	100.0%
8010-11 · Capital Lease-Oshkosh Princ	24,725.00	24,725.00	100.0%
8020-03 · Lease Purchase-Int.	1,713.12	1,714.00	99.9%
8020-10 · Capital Lease-Interest	4,939.00	4,939.00	100.0%
8020-11 · Capital Lease-Oshkosh Int	8,724.29	8,725.00	100.0%
Total 8000-00 · Debt Service	116,413.96	116,416.00	100.0%
9000-00 · Special Projects			
9200-00 · Capital Project-Fire Equipment	44,361.78		
Total 9000-00 · Special Projects	44,361.78		
Total Other Expense	397,537.12	421,966.00	94.2%
Net Other Income	(397,537.12)	(421,966.00)	94.2%
Net Income	(438,541.63)	(479,816.00)	91.4%

12/15/15

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

Date	Num	Account	Open Balance
AT&T			
12/15/2015	2015-03-115	7600-00 · Utilities	292.61
Total AT&T			292.61
BANC OF AMERICA PUBLIC CAPITAL			
12/15/2015	2015-03-116	8010-10 · Capital Lease-Principal	50,000.00
12/15/2015	2015-03-116	8020-10 · Capital Lease-Interest	4,939.00
Total BANC OF AMERICA PUBLIC CAPITAL			54,939.00
BETTER LIVING DEPT. STORE			
12/15/2015	2015-01-059	7740-00 · Bldg Supplies	115.43
Total BETTER LIVING DEPT. STORE			115.43
BOROUGH OF JAMESBURG			
12/15/2015	2015-01-060	7710-02 · Fuel	2,058.80
Total BOROUGH OF JAMESBURG			2,058.80
CIRCLE JANITORIAL SUPPLIES, SOUTH			
12/15/2015	2015-02-053	7740-00 · Bldg Supplies	245.41
Total CIRCLE JANITORIAL SUPPLIES, SOUTH			245.41
COMCAST			
12/15/2015	2015-03-117	7600-00 · Utilities	105.04
Total COMCAST			105.04
COMMUNICATIONS SPECIALISTS, INC.			
12/15/2015	2015-01-061	7710-01 · Radio Serv/Repair	228.00
Total COMMUNICATIONS SPECIALISTS, INC.			228.00
DEBORAH A. FITZGERALD			
12/15/2015	2015-03-118	6400-02 · Accounting/Auditing Fees	275.00
Total DEBORAH A. FITZGERALD			275.00
FAIL SAFE TESTING			
12/15/2015	2015-01-045	7710-05 · Equipment Testing	2,859.08
Total FAIL SAFE TESTING			2,859.08
GENERAL WASTE REMOVAL, INC.			
12/15/2015	2015-02-054	7730-00 · Bldg Maintenance	131.56
Total GENERAL WASTE REMOVAL, INC.			131.56
JAMESBURG HARDWARE & APPLIANCE			
12/15/2015	2015-01-062	7140-01 · Fire Equipment	9.98
12/15/2015	2015-01-063	7140-01 · Fire Equipment	85.48
Total JAMESBURG HARDWARE & APPLIANCE			95.46
MIDDLESEX COUNTY FIRE ACADEMY			
12/15/2015	2015-01-064	7500-03 · Training & Education	472.00
Total MIDDLESEX COUNTY FIRE ACADEMY			472.00
MONMOUTH COUNTY TREASURER			
12/15/2015	2015-01-065	7500-03 · Training & Education	250.00
Total MONMOUTH COUNTY TREASURER			250.00
NETLINK WEB SERVICES, LLC			
2/16/2015	2015-03-014	6500-01 · Office Supplies	199.00
12/15/2015	2015-03-119	6500-01 · Office Supplies	199.00
Total NETLINK WEB SERVICES, LLC			398.00
NEW JERSEY FIRE EQUIPMENT CO.			
12/15/2015	2015-01-041	7140-01 · Fire Equipment	698.80
Total NEW JERSEY FIRE EQUIPMENT CO.			698.80
NJ-AMERICAN WATER COMP.			
12/15/2015	2015-03-120	7200-00 · Hydrant Rental Dom Water	53.41
12/15/2015	2015-03-120	7200-00 · Hydrant Rental Dom Water	4,735.50
Total NJ-AMERICAN WATER COMP.			4,788.91
PSE&G			
12/15/2015	2015-03-121	7600-00 · Utilities	87.21

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

<u>Date</u>	<u>Num</u>	<u>Account</u>	<u>Open Balance</u>
Total PSE&G			87.21
READY REFRESH BY NESTLE			
12/15/2015	2015-02-055	7730-00 · Bldg Maintenance	19.26
Total READY REFRESH BY NESTLE			19.26
SISBARRO TOWING & RECOVERY LLC			
12/15/2015	2015-01-050	7710-04 · Truck Service	1,300.00
12/15/2015	2015-01-048	7710-04 · Truck Service	2,549.00
Total SISBARRO TOWING & RECOVERY LLC			3,849.00
SOMERSET COUNTY EMERGENCY SVCS TRAINING			
12/15/2015	2015-01-066	7500-03 · Training & Education	800.00
Total SOMERSET COUNTY EMERGENCY SVCS TRAINING			800.00
TOTAL			<u>72,708.57</u>

Jamesburg Board of Fire Commissioners

Monthly Check Register

November 2015

12/15/15

Date	Num	Name	Memo	Amount
1104-00 · Cash in Checking-PNC				
11/19/2015	7532	ABSOLUTE FIRE PROTECTION CO, INC.	INV# 0075770-IN 10/28/15	(60.00)
11/19/2015	7533	ACCESS HEALTH SYSTEMS	INV# 2540 9/23/15	(135.00)
11/19/2015	7534	APPROVED FIRE PROTECTION CO.	INV# 111511092 9/22/15	(54.75)
11/19/2015	7535	AT&T	LOCAL & LONG DISTANCE 10/24/15	(287.98)
11/19/2015	7536	AWOGS	INV# 1298 11/1/15	(272.00)
11/19/2015	7537	BETTER LIVING DEPT. STORE	INV# A276574 9/27/15, STMT 10/25/15	(143.81)
11/19/2015	7538	BOROUGH OF JAMESBURG SEWER UTILITY	4TH QTR 2015 USER CHARGE	(236.75)
11/19/2015	7539	BRIAN H. WRIGHT	4TH QTR 2015 COMMISSIONERS FEES	(715.00)
11/19/2015	7540	BROADWAY CONTRACTING CO. INC.	INV# 4165 11/13/15	(1,620.00)
11/19/2015	7541	CIRCLE JANITORIAL SUPPLIES, SOUTH	INV# 17276-15 11/3/15	(285.47)
11/19/2015	7542	COMCAST	INTERNET & TV 11/3/15	(105.04)
11/19/2015	7543	DEBORAH A. FITZGERALD	INV# 2015010 10/31/15	(262.50)
11/19/2015	7544	DEFENDER EMERGENCY PRODUCTS		(1,030.00)
11/19/2015	7545	DINA WALKER	4TH QTR 2015 COMMISSIONERS FEES	(651.00)
11/19/2015	7546	FAT BOYS LANDSCAPING, LLC	INV# 403 11/15/15	(150.00)
11/19/2015	7547	FIRE ONE, INC.	INV# 151111 11/11/15	(550.00)
11/19/2015	7548	FIRST BATTALION FIREFIGHTING-EQUIP, LLC	INV# 236789-C 8/26/15	(1,599.00)
11/19/2015	7549	GENERAL WASTE REMOVAL, INC.	INV# 5B100036 11/1/15	(131.56)
11/19/2015	7550	HELMETTA FIRE DEPARTMENT	AJ ABRAMS CO INV# 30410 11/10/15	(3,789.35)
11/19/2015	7551	JAMESBURG VOL FIRE DEPT	4TH QTR 2015 CONTRACT INSTALLMENT	(8,125.00)
11/19/2015	7552	JCP&L	ELECTRIC 9/15-11/11/15	(1,504.94)
11/19/2015	7553	JOSEPH D YOUSSEUF, ESQUIRE	INV# 214 9/9/15	(6,256.00)
11/19/2015	7554	NANCY LINKE	4TH QTR 2015 COMMISSIONERS FEES	(941.00)
11/19/2015	7555	NETLINK WEB SERVICES, LLC	INV# NWS1787 11/1/15	(199.00)
11/19/2015	7556	NJ-AMERICAN WATER COMP.	A/C# 1018-210028471827 & -210025838964 11/15	(4,769.00)
11/19/2015	7557	PATRICK CONNELLY	4TH QTR 2015 COMMISSIONERS FEES	(520.00)
11/19/2015	7558	PSE&G	GAS 10/20/15	(89.81)
11/19/2015	7559	READY REFRESH BY NESTLE	INV# 15J7801965661 11/4/15	(19.26)
11/19/2015	7560	SISBARRO TOWING & RECOVERY LLC		(8,635.57)
11/19/2015	7561	WILLIAM STONAKER	4TH QTR 2015 COMMISSIONERS FEES	(520.00)
Total 1104-00 · Cash in Checking-PNC				(43,658.79)
TOTAL				(43,658.79)

Jamesburg Board of Fire Commissioners

Outstanding Checks

November 2015

12/15/15

Type	Date	Num	Name	Account	Paid Amount
Bill Pmt -Check	11/19/2015	7543	DEBORAH A. FITZGERALD	1104-00 · Cash in Checking-PNC	
Bill	11/17/2015	2015-03-105		6400-02 · Accounting/Auditing Fees	-262.50
TOTAL					-262.50
Bill Pmt -Check	11/19/2015	7546	FAT BOYS LANDSCAPING,...	1104-00 · Cash in Checking-PNC	
Bill	11/17/2015	2015-02-049		7730-00 · Bldg Maintenance	-150.00
TOTAL					-150.00
Bill Pmt -Check	11/19/2015	7548	FIRST BATTALION FIREFI...	1104-00 · Cash in Checking-PNC	
Bill	11/17/2015	2015-01-025		7140-01 · Fire Equipment	-1,599.00
TOTAL					-1,599.00
Bill Pmt -Check	11/19/2015	7550	HELMETTA FIRE DEPART...	1104-00 · Cash in Checking-PNC	
Bill	11/17/2015	2015-01-056		7800-00 · Contingency	-3,789.35
TOTAL					-3,789.35
Bill Pmt -Check	11/19/2015	7551	JAMESBURG VOL FIRE DE...	1104-00 · Cash in Checking-PNC	
Bill	11/17/2015	2015-02-051		7750-00 · Fire Comp. Contract	-8,125.00
TOTAL					-8,125.00
Bill Pmt -Check	11/19/2015	7555	NETLINK WEB SERVICES, ...	1104-00 · Cash in Checking-PNC	
Bill	11/17/2015	2015-03-110		6500-01 · Office Supplies	-199.00
TOTAL					-199.00
Bill Pmt -Check	11/19/2015	7560	SISBARRO TOWING & RE...	1104-00 · Cash in Checking-PNC	
Bill	11/17/2015	2015-01-043		7710-04 · Truck Service	-7,085.57
Bill	11/17/2015	2015-01-058		7710-04 · Truck Service	-1,550.00
TOTAL					-8,635.57
Bill Pmt -Check	11/19/2015	7561	WILLIAM STONAKER	1104-00 · Cash in Checking-PNC	
Bill	11/17/2015	2015-03-114		6100-01 · Commissioners Pay	-520.00
TOTAL					-520.00