

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

Prepared By: D. Fitzgerald

Treasurer Report:

Date: 2/16/17

Reconciled balance brought forward in <b>PNC Checking</b> Acct from last meeting:	\$ 20,000.00
Deposits/Voiced Checks since the last meeting (see Note 1):	\$ 31,797.27
Vouchers/Fees paid/Transfers since last meeting:	\$ (31,797.27)
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:	\$ 376,264.69
Withdrawals/Transfers to Checking:	\$ (31,797.27)
Deposits/Interest to Savings Account (see Note 4 & 5):	\$ 20.96
Current Reconciled Balance Remaining in PNC Savings Account:	<b>\$ 344,488.38</b>
<b>GRAND TOTAL CASH ON HAND:</b>	<b>\$ 364,488.38</b>
Total Dollar Amount of Current Month Voucher List to be Paid:	<b>\$ 20,053.69</b>

Notes - 2/16/17 Report:

1) Payment of the current month's voucher list would result in a PNC Checking balance of: \$ (53.69) therefore a transfer FROM PNC Sav of \$20,053.69 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 \$20.96 on 1/31/17.

5) Fire Tax Checks are due from the Borough within 30 days following the March, May, August, and November commissioner meetings.

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	17,695.22	13,000.00	136.1%
<b>Total 7140-00 · Truck Equipment</b>	<b>17,695.22</b>	<b>13,000.00</b>	<b>136.1%</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>29,752.23</b>	<b>26,000.00</b>	<b>114.4%</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	6,879.03	7,500.00	91.7%
<b>Total 7500-00 · Professional Services</b>	<b>6,879.03</b>	<b>8,000.00</b>	<b>86.0%</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 · Bidg Maintenance	36,129.47	32,500.00	111.2%
7740-00 · Bidg 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>399,588.09</b>	<b>428,971.00</b>	<b>93.2%</b>
<b>Net Other Income</b>	<b>(399,588.09)</b>	<b>(428,971.00)</b>	<b>93.2%</b>
<b>Net Income</b>	<b>(441,231.41)</b>	<b>(486,821.00)</b>	<b>90.6%</b>

02/15/17

**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>
<b>EMERGENCY REPORTING</b>			
12/31/2016	2016-01-074	7500-03 · Training & Education	2,437.00
Total EMERGENCY REPORTING			2,437.00
<b>NEW JERSEY FIRE EQUIPMENT CO.</b>			
12/31/2016	2016-01-075	7140-01 · Fire Equipment	2,390.00
12/31/2016	2016-01-076	7140-01 · Fire Equipment	81.50
Total NEW JERSEY FIRE EQUIPMENT CO.			2,471.50
<b>TOTAL</b>			<b><u>4,908.50</u></b>

02/15/17

**Jamesburg Board of Fire Commissioners**  
**Accounts Payable Voucher List**  
As of February 28, 2017

Date	Num	Account	Open Balance
<b>AT&amp;T</b>			
2/14/2017	2017-03-005	7600-00 · Utilities	318.49
Total AT&T			318.49
<b>BRIAN H. WRIGHT</b>			
2/14/2017	2017-03-006	6100-01 · Commissioners Pay	715.00
Total BRIAN H. WRIGHT			715.00
<b>COMCAST</b>			
2/14/2017	2017-03-007	7600-00 · Utilities	63.02
Total COMCAST			63.02
<b>DEBORAH A. FITZGERALD</b>			
2/14/2017	2017-03-008	6400-02 · Accounting/Auditing Fees	259.31
Total DEBORAH A. FITZGERALD			259.31
<b>DINA WALKER</b>			
2/14/2017	2017-03-009	6100-01 · Commissioners Pay	653.00
Total DINA WALKER			653.00
<b>EMERGENCY REPORTING</b>			
12/31/2016	2016-01-074	7500-03 · Training & Education	2,437.00
Total EMERGENCY REPORTING			2,437.00
<b>GENERAL WASTE REMOVAL, INC.</b>			
2/14/2017	2017-02-002	7730-00 · Bldg Maintenance	132.76
Total GENERAL WASTE REMOVAL, INC.			132.76
<b>JCP&amp;L</b>			
2/14/2017	2017-03-010	7600-00 · Utilities	820.98
Total JCP&L			820.98
<b>NANCY LINKE</b>			
2/14/2017	2017-03-011	6100-01 · Commissioners Pay	943.00
Total NANCY LINKE			943.00
<b>NETLINK WEB SERVICES, LLC</b>			
2/14/2017	2017-03-012	6500-01 · Office Supplies	199.00
Total NETLINK WEB SERVICES, LLC			199.00
<b>NEW JERSEY FIRE EQUIPMENT CO.</b>			
12/31/2016	2016-01-075	7140-01 · Fire Equipment	2,390.00
12/31/2016	2016-01-076	7140-01 · Fire Equipment	81.50
Total NEW JERSEY FIRE EQUIPMENT CO.			2,471.50
<b>NJ-AMERICAN WATER COMP.</b>			
2/14/2017	2017-03-013	7200-00 · Hydrant Rental Dom Water	4,735.50
Total NJ-AMERICAN WATER COMP.			4,735.50
<b>OLIVER L.E. SODEN AGENCY</b>			
2/14/2017	2017-03-014	7400-00 · Insurance Premium	4,389.00
Total OLIVER L.E. SODEN AGENCY			4,389.00
<b>PATRICK CONNELLY</b>			
2/14/2017	2017-03-015	6100-01 · Commissioners Pay	520.00
Total PATRICK CONNELLY			520.00
<b>PSE&amp;G</b>			
2/14/2017	2017-03-016	7600-00 · Utilities	730.85
Total PSE&G			730.85
<b>VIKING PEST CONTROL, INC.</b>			
2/14/2017	2017-02-003	7730-00 · Bldg Maintenance	140.00
2/14/2017	2017-02-003	7730-00 · Bldg Maintenance	5.28
Total VIKING PEST CONTROL, INC.			145.28
<b>WILLIAM STONAKER</b>			
2/14/2017	2017-03-017	6100-01 · Commissioners Pay	520.00
Total WILLIAM STONAKER			520.00

02/15/17

Jamesburg Board of Fire Commissioners  
Accounts Payable Voucher List  
As of February 28, 2017

Date	Num	Account	Open Balance
TOTAL			<u>20,053.69</u>

includes  
2016  
payables



**Jamesburg Board of Fire Commissioners**  
**Monthly Check Register**  
 January 2017

02/14/17

Date	Num	Name	Memo	Amount
<b>1104-00 - Cash in Checking-PNC</b>				
1/19/2017	7830	APPROVED FIRE PROTECTION CO.	INV# 111611467 9/26/16, 111614576 12/13/16	(115.00)
1/19/2017	7831	AT&T	LOCAL & LONG DISTANCE PHONE 12/24/16	(314.24)
1/19/2017	7832	COMCAST	INTERNET & TV SERVICE 12/9/16	(108.02)
1/19/2017	7833	DEBORAH A. FITZGERALD	INV# 2016012 12/31/16	(250.00)
1/19/2017	7834	DINA WALKER - PETTY CASH	PETTY CASH REIMB - CHIEF'S LAPTOP/MICROSOFT OFFIC...	(598.10)
1/19/2017	7835	FAT BOYS LANDSCAPING, LLC	INV# 607 12/4/16	(175.00)
1/19/2017	7836	FIRST RESPONDER JOINT INSURANCE FUND	1ST INSTALL- W/COMP, PKG, MGMT LIAB, ENVL, EXCESS LI...	(14,448.00)
1/19/2017	7837	GENERAL WASTE REMOVAL, INC.	INV# 71100030 1/1/17	(132.76)
1/19/2017	7838	JCP&L	ELECTRIC 12/14/16	(791.58)
1/19/2017	7839	JOSEPH D YOUSOUF, ESQUIRE	INV# 267 12/15/16	(4,224.00)
1/19/2017	7840	MIDDLESEX COUNTY FIRE ACADEMY	INV# 16-1210 12/27/16	(361.00)
1/19/2017	7841	NETLINK WEB SERVICES, LLC	INV# NWS1971 1/1/17	(199.00)
1/19/2017	7842	NJ-AMERICAN WATER COMP.		(4,853.16)
1/19/2017	7843	PSE&G	GAS 12/20/16	(734.13)
1/19/2017	7844	READY REFRESH BY NESTLE	INV# 16L7801965661 1/3/17	(20.27)
1/19/2017	7845	SAMUEL KLEIN & COMPANY	REVIEW/PREP OF 2017 BUDGET 12/29/16	(1,350.00)
1/19/2017	7846	SKYLANDS AREA FIRE EQUIPMENT & TRAI...	INV# 8520 12/29/16	(2,566.90)
1/19/2017	7847	WARSHAUER GENERATOR LLC	INV# 35744 8/10/16, 37767 12/7/16	(556.11)
Total 1104-00 - Cash in Checking-PNC				(31,797.27)
<b>TOTAL</b>				<b>(31,797.27)</b>

## Jamesburg Board of Fire Commissioners

## Outstanding Checks

January 2017

02/14/17

Type	Date	Num	Name	Account	Paid Amount
Bill Pmt -Check	1/19/2017	7831	AT&T	1104-00 · Cash in Checking-PNC	
Bill	12/31/2016	2016-03-117		7600-00 · Utilities	-314.24
TOTAL					-314.24
Bill Pmt -Check	1/19/2017	7835	FAT BOYS LANDSCAPING,...	1104-00 · Cash in Checking-PNC	
Bill	12/31/2016	2016-02-060		7730-00 · Bldg Maintenance	-175.00
TOTAL					-175.00
Bill Pmt -Check	1/19/2017	7837	GENERAL WASTE REMOV...	1104-00 · Cash in Checking-PNC	
Bill	1/17/2017	2017-02-001		7730-00 · Bldg Maintenance	-132.76
TOTAL					-132.76
Bill Pmt -Check	1/19/2017	7839	JOSEPH D YOUSOUF, ES...	1104-00 · Cash in Checking-PNC	
Bill	12/31/2016	2016-03-122		6400-01 · Legal Fees	-4,224.00
TOTAL					-4,224.00
Bill Pmt -Check	1/19/2017	7840	MIDDLESEX COUNTY FIRE...	1104-00 · Cash in Checking-PNC	
Bill	12/31/2016	2016-01-073		7500-03 · Training & Education	-361.00
TOTAL					-361.00
Bill Pmt -Check	1/19/2017	7841	NETLINK WEB SERVICES, ...	1104-00 · Cash in Checking-PNC	
Bill	1/17/2017	2017-03-002		6500-01 · Office Supplies	-199.00
TOTAL					-199.00
Bill Pmt -Check	1/19/2017	7845	SAMUEL KLEIN & COMPANY	1104-00 · Cash in Checking-PNC	
Bill	1/17/2017	2017-03-004		6400-02 · Accounting/Auditing Fees	-1,350.00
TOTAL					-1,350.00