

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

Prepared By: D. Fitzgerald

Treasurer Report:

Date: 3/16/17

Reconciled balance brought forward in PNC Checking Acct from last meeting:	\$ 20,000.00
Deposits/Voided Checks since the last meeting (see Note 1):	\$ 20,053.69
Vouchers/Fees paid/Transfers since last meeting:	\$ (20,053.69)
Current Reconciled Balance Remaining in PNC Checking Account (Note 1):	\$ 20,000.00
Reconciled PNC Savings Balance brought forward from last meeting:	\$ 344,488.38
Withdrawals/Transfers to Checking:	\$ (20,053.69)
Deposits/Interest to Savings Account (see Note 4 & 5):	\$ 18.00
Current Reconciled Balance Remaining in PNC Savings Account:	\$ 324,452.69
GRAND TOTAL CASH ON HAND:	\$ 344,452.69
Total Dollar Amount of Current Month Voucher List to be Paid:	\$ 10,782.32

Notes - 3/16/17 Report:

1) Payment of the current month's voucher list would result in a PNC Checking balance of: \$ 9,217.68 therefore a transfer FROM PNC Sav of **\$10,782.32** 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 \$18.00 on 2/28/17.

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

11:45 PM
03/15/17
Accrual Basis

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

DRAFT

	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	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%
Total 6400-00 · Professional Fees	21,274.31	34,250.00	62.1%
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%
Total 6500-00 · Office \Postage Exp	4,191.28	5,200.00	80.6%
Total Expense	41,643.32	57,850.00	72.0%
Net Ordinary Income	(41,643.32)	(57,850.00)	72.0%
Other Income/Expense			
Other Expense			
7100-00 · Reimb for Exp & Losses			
7140-00 · Truck Equipment			
7140-01 · Fire Equipment	17,695.22	13,000.00	136.1%
Total 7140-00 · Truck Equipment	17,695.22	13,000.00	136.1%
7195-00 · Uniform & Equip(Firefighters)	12,057.01	13,000.00	92.7%
Total 7100-00 · Reimb for Exp & Losses	29,752.23	26,000.00	114.4%
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	44.68	500.00	8.9%
7500-03 · Training & Education	6,879.03	7,500.00	91.7%
Total 7500-00 · Professional Services	6,923.71	8,000.00	86.5%
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%
Total 7710-00 · Truck Service	24,948.92	30,000.00	83.2%
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%
Total 7700-00 · Maint/Repairs	97,301.53	98,800.00	98.5%
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	399,632.77	428,971.00	93.2%
Net Other Income	(399,632.77)	(428,971.00)	93.2%
Net Income	(441,276.09)	(486,821.00)	90.6%

03/15/17

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>
GANNETT NEW JERSEY NEWSPAPERS			
12/31/2016	2016-03-125	7500-01 · Advertising	44.68
Total GANNETT NEW JERSEY NEWSPAPERS			44.68
TOTAL			44.68

03/16/17

Jamesburg Board of Fire Commissioners
Accounts Payable Voucher List
As of March 31, 2017

Date	Num	Account	Open Balance
ALYSSA LINKE			
3/15/2017	2017-03-018	6400-05 · Election Expenses	150.00
Total ALYSSA LINKE			150.00
AT&T			
3/15/2017	2017-03-019	7600-00 · Utilities	332.47
Total AT&T			332.47
DEBORAH A. FITZGERALD			
3/15/2017	2017-03-020	6400-02 · Accounting/Auditing Fees	237.50
Total DEBORAH A. FITZGERALD			237.50
GANNETT NEW JERSEY NEWSPAPERS			
12/31/2016	2016-03-125	7500-01 · Advertising	44.68
Total GANNETT NEW JERSEY NEWSPAPERS			44.68
GARY LUDAS			
3/15/2017	2017-03-021	6400-05 · Election Expenses	150.00
Total GARY LUDAS			150.00
GENERAL WASTE REMOVAL, INC.			
3/15/2017	2017-02-004	7730-00 · Bldg Maintenance	132.76
Total GENERAL WASTE REMOVAL, INC.			132.76
GORDEN DEMETZKY			
3/15/2017	2017-03-022	6400-05 · Election Expenses	75.00
Total GORDEN DEMETZKY			75.00
JCP&L			
3/15/2017	2017-03-023	7600-00 · Utilities	727.94
Total JCP&L			727.94
JENNIE LUDAS			
3/15/2017	2017-03-024	6400-05 · Election Expenses	150.00
Total JENNIE LUDAS			150.00
MADISON PRINTING SERVICE			
3/15/2017	2017-03-025	6400-05 · Election Expenses	75.00
Total MADISON PRINTING SERVICE			75.00
MIDDLESEX COUNTY FIRE ACADEMY			
3/15/2017	2017-03-001	7500-03 · Training & Education	472.00
Total MIDDLESEX COUNTY FIRE ACADEMY			472.00
NJ-AMERICAN WATER COMP.			
3/15/2017	2017-03-026	7200-00 · Hydrant Rental Dom Water	82.16
3/15/2017	2017-03-026	7200-00 · Hydrant Rental Dom Water	68.83
3/15/2017	2017-03-026	7200-00 · Hydrant Rental Dom Water	4,735.50
Total NJ-AMERICAN WATER COMP.			4,886.49
PSE&G			
3/15/2017	2017-03-027	7600-00 · Utilities	681.02
Total PSE&G			681.02
SISBARRO FLEET SERVICE			
3/15/2017	2017-01-002	7710-04 · Truck Service	2,151.20
3/15/2017	2017-01-003	7710-04 · Truck Service	488.27
Total SISBARRO FLEET SERVICE			2,639.47
W.B. MASON CO. INC.			
3/15/2017	2017-03-028	6500-01 · Office Supplies	27.99
Total W.B. MASON CO. INC.			27.99
TOTAL			10,782.32

2016

Jamesburg Board of Fire Commissioners
Monthly Check Register
February 2017

03/15/17

Date	Num	Name	Memo	Amount
1104-00 - Cash in Checking-PNC				
2/16/2017	7848	AT&T	LOCAL & LONG DISTANCE PHONE 1/24/17	(318.49)
2/16/2017	7849	BRIAN H. WRIGHT	1ST QTR 2017 COMMISSIONERS FEES	(715.00)
2/16/2017	7850	COMCAST	MONTHLY INTERNET & TV 1/9/17	(63.02)
2/16/2017	7851	DEBORAH A. FITZGERALD	INV# 2017001 1/31/17	(259.31)
2/16/2017	7852	DINA WALKER	1ST QTR 2017 COMMISSIONERS FEES	(653.00)
2/16/2017	7853	EMERGENCY REPORTING	INV# 2017_0545 12/31/16	(2,437.00)
2/16/2017	7854	GENERAL WASTE REMOVAL, INC.	INV# 72100030 2/1/17	(132.76)
2/16/2017	7855	JCP&L	ELECTRIC 1/13/17	(820.98)
2/16/2017	7856	NANCY LINKE	1ST QTR 2017 COMMISSIONERS FEES	(943.00)
2/16/2017	7857	NETLINK WEB SERVICES, LLC	INV# NWS1983 2/1/17	(199.00)
2/16/2017	7858	NEW JERSEY FIRE EQUIPMENT CO.		(2,471.50)
2/16/2017	7859	NJ-AMERICAN WATER COMP.	A/C# 1018-210025838964 2/2/17	(4,735.50)
2/16/2017	7860	OLIVER L.E. SODEN AGENCY	VOLUNTEER FIREMENS ACCIDENT/HEALTH 3/17-3/18	(4,389.00)
2/16/2017	7861	PATRICK CONNELLY	1ST QTR 2017 COMMISSIONERS FEES	(520.00)
2/16/2017	7862	PSE&G	GAS 1/20/17	(730.85)
2/16/2017	7863	VIKING TERMITE & PEST CONTROL, INC.	INV# 18614917, 18615066 1/1/17	(145.28)
2/16/2017	7864	WILLIAM STONAKER	1ST QTR 2017 COMMISSIONERS FEES	(520.00)
Total 1104-00 - Cash in Checking-PNC				(20,053.69)
TOTAL				(20,053.69)

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Jamesburg Board of Fire Commissioners
Outstanding Checks
February 2017

Type	Date	Num	Name	Account	Paid Amount
Bill Pmt -Check	2/16/2017	7852	DINA WALKER	1104-00 · Cash in Checking-PNC	
Bill	2/14/2017	2017-03-009		6100-01 · Commissioners Pay	-653.00
TOTAL					-653.00
Bill Pmt -Check	2/16/2017	7861	PATRICK CONNELLY	1104-00 · Cash in Checking-PNC	
Bill	2/14/2017	2017-03-015		6100-01 · Commissioners Pay	-520.00
TOTAL					-520.00