

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

Prepared By: D. Fitzgerald

Treasurer Report:

Date: 4/19/18

Reconciled balance brought forward in **PNC Checking** Acct from last meeting: \$ 20,000.00

Deposits/Voided Checks since the last meeting (see Note 1): \$ 14,196.63

Vouchers/Fees paid/Transfers since last meeting: \$ (14,197.73)

Current Reconciled Balance Remaining in PNC Checking Account (Note 1): \$ **19,998.90**

Reconciled **PNC Savings** Balance brought forward from last meeting: \$ 240,476.44

Withdrawals/Transfers to Checking: \$ (14,196.63)

Deposits/Interest to Savings Account (see Note 4 & 5): \$ 58.72

Current Reconciled Balance Remaining in PNC Savings Account: \$ **226,338.53**

**GRAND TOTAL CASH ON HAND:** \$ **246,337.43**

Total Dollar Amount of Current Month Voucher List to be Paid: \$ **76,919.06**

Notes - 4/19/18 Report:

1) Payment of the current month's voucher list would result in a PNC Checking balance of: \$ (56,920.16) therefore a transfer FROM PNC Sav of **\$76,920.16** 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 \$58.72 on 3/30/18.

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 2018**

	Jan - Dec 18	Budget	% of Budget
<b>Ordinary Income/Expense</b>			
<b>Expense</b>			
6100-00 · Salary & Wages			
6100-01 · Commissioners Pay	3,351.00	13,400.00	25.0%
6100-02 · Clerk Pay	0.00	1,500.00	0.0%
<b>Total 6100-00 · Salary &amp; Wages</b>	<b>3,351.00</b>	<b>14,900.00</b>	<b>22.5%</b>
6400-00 · Professional Fees			
6400-01 · Legal Fees	0.00	17,000.00	0.0%
6400-02 · Accounting/Auditing Fees	2,052.50	15,000.00	13.7%
6400-04 · Medical Services	0.00	1,000.00	0.0%
<b>Total 6400-00 · Professional Fees</b>	<b>2,052.50</b>	<b>33,000.00</b>	<b>6.2%</b>
6400-05 · Election Expenses	838.80	4,000.00	21.0%
6500-00 · Office \Postage Exp			
6500-01 · Office Supplies	1,374.75	5,000.00	27.5%
6500-02 · Misc Supplies(petty cash)	0.00	200.00	0.0%
<b>Total 6500-00 · Office \Postage Exp</b>	<b>1,374.75</b>	<b>5,200.00</b>	<b>26.4%</b>
<b>Total Expense</b>	<b>7,617.05</b>	<b>57,100.00</b>	<b>13.3%</b>
<b>Net Ordinary Income</b>	<b>(7,617.05)</b>	<b>(57,100.00)</b>	<b>13.3%</b>
<b>Other Income/Expense</b>			
<b>Other Expense</b>			
7100-00 · Reimb for Exp & Losses			
7140-00 · Truck Equipment			
7140-01 · Fire Equipment	450.00	15,000.00	3.0%
<b>Total 7140-00 · Truck Equipment</b>	<b>450.00</b>	<b>15,000.00</b>	<b>3.0%</b>
7195-00 · Uniform & Equip(Firefighters)	900.00	15,000.00	6.0%
<b>Total 7100-00 · Reimb for Exp &amp; Losses</b>	<b>1,350.00</b>	<b>30,000.00</b>	<b>4.5%</b>
7200-00 · Hydrant Rental Dom Water	14,328.83	58,000.00	24.7%
7400-00 · Insurance Premium	33,553.00	50,000.00	67.1%
7500-00 · Professional Services			
7500-03 · Training & Education	1,020.00	12,000.00	8.5%
<b>Total 7500-00 · Professional Services</b>	<b>1,020.00</b>	<b>12,000.00</b>	<b>8.5%</b>
7600-00 · Utilities	6,458.20	22,000.00	29.4%
7700-00 · Maint/Repairs			
7710-00 · Truck Service			
7710-01 · Radio Serv/Repair	342.00	5,000.00	6.8%
7710-02 · Fuel	0.00	5,000.00	0.0%
7710-04 · Truck Service	375.00	15,000.00	2.5%
7710-05 · Equipment Testing	547.80	5,000.00	11.0%
<b>Total 7710-00 · Truck Service</b>	<b>1,264.80</b>	<b>30,000.00</b>	<b>4.2%</b>
7720-00 · Air Pack & Bottle Repair	0.00	1,800.00	0.0%
7730-00 · Bldg Maintenance	3,144.85	32,500.00	9.7%
7740-00 · Bldg Supplies	0.00	2,000.00	0.0%
7750-00 · Fire Comp. Contract	0.00	32,500.00	0.0%
<b>Total 7700-00 · Maint/Repairs</b>	<b>4,409.65</b>	<b>98,800.00</b>	<b>4.5%</b>
7800-00 · Contingency	1.10	25,000.00	0.0%
7850-00 · LOSAP Program			
7850-01 · LOSAP Program	20,612.74	19,000.00	108.5%
<b>Total 7850-00 · LOSAP Program</b>	<b>20,612.74</b>	<b>19,000.00</b>	<b>108.5%</b>
8000-00 · Debt Service			
8010-11 · Capital Lease-Oshkosh Princ	27,692.01	27,692.00	100.0%
8020-11 · Capital Lease-Oshkosh Int	5,757.28	5,757.00	100.0%
<b>Total 8000-00 · Debt Service</b>	<b>33,449.29</b>	<b>33,449.00</b>	<b>100.0%</b>
<b>Total Other Expense</b>	<b>115,182.81</b>	<b>348,249.00</b>	<b>33.1%</b>
<b>Net Other Income</b>	<b>(115,182.81)</b>	<b>(348,249.00)</b>	<b>33.1%</b>
<b>Net Income</b>	<b>(122,799.86)</b>	<b>(405,349.00)</b>	<b>30.3%</b>

04/19/18

**Jamesburg Board of Fire Commissioners**  
**Accounts Payable Voucher List**  
As of April 19, 2018

Date	Num	Account	Open Balance
APPROVED FIRE PROTECTION CO. 4/19/2018	2018-01-009	7710-05 · Equipment Testing	177.75
Total APPROVED FIRE PROTECTION CO.			177.75
AT&T 4/19/2018	2018-03-031	7600-00 · Utilities	384.65
Total AT&T			384.65
BETTER LIVING DEPT. STORE 4/19/2018	2018-02-015	7730-00 · Bldg Maintenance	71.56
Total BETTER LIVING DEPT. STORE			71.56
DEBORAH A. FITZGERALD 4/19/2018	2018-03-032	6400-02 · Accounting/Auditing Fees	275.00
Total DEBORAH A. FITZGERALD			275.00
FIRST RESPONDER JOINT INSURANCE FUND 4/19/2018	2018-03-033	7400-00 · Insurance Premium	14,781.00
Total FIRST RESPONDER JOINT INSURANCE FUND			14,781.00
JAMESBURG FIRST AID SQUAD 4/19/2018	2018-01-010	7500-03 · Training & Education	360.00
Total JAMESBURG FIRST AID SQUAD			360.00
JCP&L 4/19/2018	2018-03-034	7600-00 · Utilities	588.37
Total JCP&L			588.37
KJS PLUMBING & HEATING, INC. 4/19/2018	2018-02-016	7730-00 · Bldg Maintenance	200.00
Total KJS PLUMBING & HEATING, INC.			200.00
NETLINK WEB SERVICES, LLC 4/19/2018	2018-03-035	6500-01 · Office Supplies	199.00
Total NETLINK WEB SERVICES, LLC			199.00
NJ-AMERICAN WATER COMP. 4/19/2018	2018-03-036	7200-00 · Hydrant Rental Dom Water	35.94
4/19/2018	2018-03-036	7200-00 · Hydrant Rental Dom Water	4,718.11
Total NJ-AMERICAN WATER COMP.			4,754.05
PNC EQUIPMENT FINANCE 4/19/2018	2018-03-037	8010-11 · Capital Lease-Oshkosh Princ	27,692.01
4/19/2018	2018-03-037	8020-11 · Capital Lease-Oshkosh Int	5,757.28
Total PNC EQUIPMENT FINANCE			33,449.29
PSE&G 4/19/2018	2018-03-038	7600-00 · Utilities	568.62
Total PSE&G			568.62
READY REFRESH BY NESTLE 4/19/2018	2018-02-017	7730-00 · Bldg Maintenance	22.27
Total READY REFRESH BY NESTLE			22.27
STANDARD WASTE SERVICES 4/19/2018	2018-02-018	7730-00 · Bldg Maintenance	132.76
Total STANDARD WASTE SERVICES			132.76
TACTICAL PUBLIC SAFETY, LLC 4/19/2018	2018-01-011	7710-01 · Radio Serv/Repair	342.00
Total TACTICAL PUBLIC SAFETY, LLC			342.00
VALIC 4/19/2018	2018-03-039	7850-01 · LOSAP Program	17,710.80
4/19/2018	2018-03-039	7850-01 · LOSAP Program	2,901.94
Total VALIC			20,612.74
<b>TOTAL</b>			<b>76,919.06</b>

**BANK RECONCILIATION**

NAME OF CLIENT: **JAMESBURG BOARD OF FIRE COMMISSIONERS**

MONTH OF: **March-18**

NAME OF BANK: **PNC Bank**

PREPARED BY: **DF**

ACCOUNT #: **80-2874-0082**

BALANCE FORWARD:	28-Feb-18	\$ 20,000.00	BAL. PER BANK STATEMENT	\$ 26,936.28
			AS OF:	31-Mar-18
<b>ADD DEBITS:</b>			<b>ADD DEPOSITS IN TRANSIT:</b>	
Online Banking Transfer on 3/26/18		\$ 14,196.63		
<b>TOTAL DEBITS:</b>		\$ 14,196.63		
	<b>TOTAL</b>	\$ 34,196.63		
<b>LESS CREDITS:</b>			<b>TOTAL IN TRANSIT:</b>	
VOUCHER LIST - 3/31/18		\$ 14,196.63		\$ 26,936.28
<b>ACCOUNT ANALYSIS</b>		\$ 1.10	<b>LESS CHECKS OUTSTANDING:</b>	
			<b>TOTAL:</b>	\$ 6,937.38
<b>TOTAL CREDITS:</b>		\$ 14,197.73		
<b>ENDING BANK BALANCE-Per G/L</b>	31-Mar-18	\$ 19,998.90	<b>BANK BALANCE-Per Reconciliation:</b>	\$ 19,998.90

\$0.00

NUMBER	AMOUNT	PAYEE NAME	DATE	P/O #
7888	200.00	JG Painting	4/20/17	
8100	200.00	April Banchs	3/20/18	
8101	352.18	AT&T	3/20/18	
8104	46.75	Campbell Supply	3/20/18	
8108	175.00	Deborah A. Fitzgerald	3/20/18	
8110	52.53	Jamesburg Hardware	3/20/18	
8118	199.00	Netlink	3/20/18	
8120	4,802.47	NJ American Water	3/20/18	
8121	227.18	Ocean Coast Electric	3/20/18	
8123	22.27	Ready Refresh	3/20/18	
8124	660.00	Safety & Survival Training	3/20/18	
<b>TOTAL</b>	\$ 6,937.38			

**Jamesburg Board of Fire Commissioners**

**Monthly Check Register**

March 2018

04/19/18

Date	Num	Name	Memo	Amount
<b>1104-00 - Cash in Checking-PNC</b>				
3/22/2018	8099	APPROVED FIRE PROTECTION CO.	INV# IN00014135 & IN00014119 1/29/18	(370.05)
3/22/2018	8100	APRIL BANCHS	2018 ELECTION - POLL WORKER	(200.00)
3/22/2018	8101	AT&T	LOCAL & LONG DISTANCE PHONE 2/24/18	(352.18)
3/22/2018	8102	AUTO KING PARTS & SUPPLIES	A/C# J2100 INV# 535555 1/29/18, 533480 1/16/18	(114.02)
3/22/2018	8103	BETTER LIVING DEPT. STORE	STMT 2/25/18 INV# B92940 2/10/18	(5.79)
3/22/2018	8104	CAMPBELL SUPPLY CO. INC.	INV# PS001014957:01 3/2/18	(46.75)
3/22/2018	8105	CENTRAL JERSEY SECURITY	INV# 86062 3/15/18	(149.85)
3/22/2018	8106	COMCAST	MONTHLY INTERNET 1/9/18, 2/9/18, 3/9/18	(312.12)
3/22/2018	8107	COMMUNICATIONS SPECIALISTS, INC.	INV# 38025 1/22/18	(250.00)
3/22/2018	8108	DEBORAH A. FITZGERALD	INV# 2018002 2/28/18	(175.00)
3/22/2018	8109	GARY LUDAS	2018 ELECTRION - POLL WORKER	(200.00)
3/22/2018	8110	JAMESBURG HARDWARE & APPLIANCE	INV# A115614, A115607, A112583, A113697 2/27/18	(52.53)
3/22/2018	8111	JAMMER DOORS	INV# 1079-24765 3/5/18	(990.00)
3/22/2018	8112	JASON GAMMON	2018 ELECTION - CUSTODIAN	(100.00)
3/22/2018	8113	JCP&L	ELECTRIC 2/14/18, 3/15/18	(1,312.34)
3/22/2018	8114	JENNIE LUDAS	2018 ELECTION - POLL WORKER	(200.00)
3/22/2018	8115	JOE'S HEATING, INC.	INV# 4591 3/1/18	(400.00)
3/22/2018	8116	MADISON PRINTING SERVICE	PRINT BALLOTS - 2018 ELECTION	(95.00)
3/22/2018	8117	MC MASTER-CARR SUPPLY CO.	INV# 57525450 2/27/18, 58033886 3/6/18	(202.49)
3/22/2018	8118	NETLINK WEB SERVICES, LLC	INV# NWS2153 3/1/18	(199.00)
3/22/2018	8119	NEW JERSEY FIRE EQUIPMENT CO.		(890.00)
3/22/2018	8120	NJ-AMERICAN WATER COMP.	A/C# 1018-210028471827, 1018-210025838964 3/18	(4,802.47)
3/22/2018	8121	OCEAN COAST ELECTRIC, LLC	INV# 5967 3/2/18	(227.18)
3/22/2018	8122	PSE&G	INV# 503100037592 2/22/18	(673.13)
3/22/2018	8123	READY REFRESH BY NESTLE	INV# 18B7801965661 2/28/18	(22.27)
3/22/2018	8124	SAFETY & SURVIVAL TRAINING, LLC	INV# 353 1/18/18	(660.00)
3/22/2018	8125	SISBARRO FLEET SERVICE	INV# 955 3/15/18	(161.70)
3/22/2018	8126	SKYLANDS AREA FIRE EQUIPMENT & TRAI...	INV# 9726 2/27/18	(900.00)
3/22/2018	8127	STANDARD WASTE SERVICES	INV# 314835 3/1/18	(132.76)
Total 1104-00 - Cash in Checking-PNC				(14,196.63)
<b>TOTAL</b>				<b>(14,196.63)</b>

**Jamesburg Board of Fire Commissioners**  
**Outstanding Checks**  
 April 2017 through March 2018

04/19/18

Type	Date	Num	Name	Account	Paid Amount
Bill Pmt -Check	4/20/2017	7888	JG PAINTING & CONTRACTING, LLC	1104-00 · Cash in Checking-PNC	
Bill	4/19/2017	2017-02-007		7730-00 · Bldg Maintenance	-200.00
TOTAL					-200.00
Bill Pmt -Check	3/22/2018	8100	APRIL BANCHS	1104-00 · Cash in Checking-PNC	
Bill	3/20/2018	2018-03-019		6400-05 · Election Expenses	-200.00
TOTAL					-200.00
Bill Pmt -Check	3/22/2018	8101	AT&T	1104-00 · Cash in Checking-PNC	
Bill	3/20/2018	2018-03-020		7600-00 · Utilities	-352.18
TOTAL					-352.18
Bill Pmt -Check	3/22/2018	8104	CAMPBELL SUPPLY CO. INC.	1104-00 · Cash in Checking-PNC	
Bill	3/20/2018	2018-01-003		7710-04 · Truck Service	-46.75
TOTAL					-46.75
Bill Pmt -Check	3/22/2018	8108	DEBORAH A. FITZGERALD	1104-00 · Cash in Checking-PNC	
Bill	3/20/2018	2018-03-022		6400-02 · Accounting/Auditing Fees	-175.00
TOTAL					-175.00
Bill Pmt -Check	3/22/2018	8110	JAMESBURG HARDWARE & APPLIANCE	1104-00 · Cash in Checking-PNC	
Bill	3/20/2018	2018-01-004		7710-04 · Truck Service	-52.53
TOTAL					-52.53
Bill Pmt -Check	3/22/2018	8118	NETLINK WEB SERVICES, LLC	1104-00 · Cash in Checking-PNC	
Bill	3/20/2018	2018-03-028		6500-01 · Office Supplies	-199.00
TOTAL					-199.00
Bill Pmt -Check	3/22/2018	8120	NJ-AMERICAN WATER COMP.	1104-00 · Cash in Checking-PNC	
Bill	3/20/2018	2018-03-029		7200-00 · Hydrant Rental Dom Water	-30.16
				7200-00 · Hydrant Rental Dom Water	-36.81
				7200-00 · Hydrant Rental Dom Water	-4,735.50
TOTAL					-4,802.47
Bill Pmt -Check	3/22/2018	8121	OCEAN COAST ELECTRIC, LLC	1104-00 · Cash in Checking-PNC	
Bill	3/20/2018	2018-02-012		7730-00 · Bldg Maintenance	-227.18
TOTAL					-227.18
Bill Pmt -Check	3/22/2018	8123	READY REFRESH BY NESTLE	1104-00 · Cash in Checking-PNC	
Bill	3/20/2018	2018-02-013		7730-00 · Bldg Maintenance	-22.27
TOTAL					-22.27
Bill Pmt -Check	3/22/2018	8124	SAFETY & SURVIVAL TRAINING, LLC	1104-00 · Cash in Checking-PNC	
Bill	3/20/2018	2018-01-006		7500-03 · Training & Education	-660.00
TOTAL					-660.00