

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

Prepared By: D. Fitzgerald

Treasurer Report:

Date: 4/20/17

Reconciled balance brought forward in PNC Checking Acct from last meeting:	\$ 20,000.00
Deposits/Voiced Checks since the last meeting (see Note 1):	\$ 10,782.32
Vouchers/Fees paid/Transfers since last meeting:	\$ (10,782.32)
Current Reconciled Balance Remaining in PNC Checking Account (Note 1):	\$ 20,000.00
Reconciled PNC Savings Balance brought forward from last meeting:	\$ 324,452.69
Withdrawals/Transfers to Checking:	\$ (10,782.32)
Deposits/Interest to Savings Account (see Note 4 & 5):	\$ 117,645.02
Current Reconciled Balance Remaining in PNC Savings Account:	\$ 431,315.39
GRAND TOTAL CASH ON HAND:	\$ 451,315.39
Total Dollar Amount of Current Month Voucher List to be Paid:	\$ 68,127.26

Notes - 4/20/17 Report:

1) Payment of the current month's voucher list would result in a PNC Checking balance of: \$ (48,127.26) therefore a transfer FROM PNC Sav of **\$68,127.26** 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 \$19.02 on 3/31/17; Borough check for \$1,876 representing JBFD's annual share of the special revenue fund deposited on 3/20/17.

5) Fire Tax Checks are due from the Borough within 30 days following the March, May, August, and November commissioner meetings. Borough check for \$115,750 representing 1st Qtr 2017 tax revenue was deposited on

12:18 AM
04/20/17
Accrual Basis

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

FINAL

	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	16,700.00	106.0%
Total 7140-00 · Truck Equipment	17,695.22	16,700.00	106.0%
7195-00 · Uniform & Equip(Firefighters)	12,057.01	12,100.00	99.6%
Total 7100-00 · Reimb for Exp & Losses	29,752.23	28,800.00	103.3%
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	4,600.00	94.6%
7710-02 · Fuel	2,173.65	3,600.00	60.4%
7710-04 · Truck Service	12,637.84	12,800.00	98.7%
7710-05 · Equipment Testing	5,786.43	5,800.00	99.8%
Total 7710-00 · Truck Service	24,948.92	26,800.00	93.1%
7720-00 · Air Pack & Bottle Repair	2,169.47	2,200.00	98.6%
7730-00 · Bldg Maintenance	36,129.47	36,200.00	99.8%
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	99,700.00	97.6%
7800-00 · Contingency	20.45	21,300.00	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%

04/20/17

Jamesburg Board of Fire Commissioners
Accounts Payable Voucher List
As of April 30, 2017

Date	Num	Account	Open Balance
AT&T			
4/19/2017	2017-03-029	7600-00 · Utilities	326.71
Total AT&T			326.71
BETTER LIVING DEPT. STORE			
4/19/2017	2017-02-005	7740-00 · Bldg Supplies	81.46
Total BETTER LIVING DEPT. STORE			81.46
CIRCLE JANITORIAL SUPPLIES, SOUTH			
4/19/2017	2017-02-005	7740-00 · Bldg Supplies	131.96
Total CIRCLE JANITORIAL SUPPLIES, SOUTH			131.96
COMCAST			
4/19/2017	2017-03-030	7600-00 · Utilities	103.02
4/19/2017	2017-03-030	7600-00 · Utilities	103.02
Total COMCAST			206.04
DEBORAH A. FITZGERALD			
4/19/2017	2017-03-031	6400-02 · Accounting/Auditing Fees	200.00
Total DEBORAH A. FITZGERALD			200.00
FIRST RESPONDER JOINT INSURANCE FUND			
4/19/2017	2017-03-032	7400-00 · Insurance Premium	14,448.00
Total FIRST RESPONDER JOINT INSURANCE FUND			14,448.00
GENERAL WASTE REMOVAL, INC.			
4/19/2017	2017-02-006	7730-00 · Bldg Maintenance	132.76
Total GENERAL WASTE REMOVAL, INC.			132.76
JCP&L			
4/19/2017	2017-03-033	7600-00 · Utilities	945.75
Total JCP&L			945.75
JG PAINTING & CONTRACTING, LLC			
4/19/2017	2017-02-007	7730-00 · Bldg Maintenance	200.00
Total JG PAINTING & CONTRACTING, LLC			200.00
KJS PLUMBING & HEATING, INC.			
4/19/2017	2017-02-008	7730-00 · Bldg Maintenance	125.00
Total KJS PLUMBING & HEATING, INC.			125.00
NETLINK WEB SERVICES, LLC			
4/19/2017	2017-03-034	6500-01 · Office Supplies	199.00
Total NETLINK WEB SERVICES, LLC			199.00
OCEAN COAST ELECTRIC, LLC			
4/19/2017	2017-02-009	7730-00 · Bldg Maintenance	693.76
Total OCEAN COAST ELECTRIC, LLC			693.76
PNC EQUIPMENT FINANCE			
4/19/2017	2017-03-035	8010-11 · Capital Lease-Oshkosh Princ	26,665.39
4/19/2017	2017-03-035	8020-11 · Capital Lease-Oshkosh Int	6,783.90
Total PNC EQUIPMENT FINANCE			33,449.29
PSE&G			
4/19/2017	2017-03-036	7600-00 · Utilities	506.47
Total PSE&G			506.47
TASC FIRE APPARATUS, INC.			
4/19/2017	2017-01-004	7140-01 · Fire Equipment	152.00
Total TASC FIRE APPARATUS, INC.			152.00
VALIC			
4/19/2017	2017-03-037	7850-01 · LOSAP Program	16,329.06
Total VALIC			16,329.06
TOTAL			68,127.26

BANK RECONCILIATION

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

MONTH OF: **March-17**

NAME OF BANK: **PNC Bank**

PREPARED BY: **DF**

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

BALANCE FORWARD:	28-Feb-17	\$ 20,000.00	BAL. PER BANK STATEMENT	\$ 20,177.99
			AS OF:	31-Mar-17
ADD DEBITS:			ADD DEPOSITS IN TRANSIT:	
Online Banking Transfer on 3/17/17	\$ 10,782.32			
TOTAL DEBITS:	\$ 10,782.32			
	TOTAL	\$ 30,782.32		
				\$ -
LESS CREDITS:			TOTAL IN TRANSIT:	
VOUCHER LIST - 3/31	\$ 10,782.32			\$ 20,177.99
	\$ -			
ACCOUNT ANALYSIS	\$ -		LESS CHECKS OUTSTANDING:	
			TOTAL:	\$ 177.99
TOTAL CREDITS:	\$ 10,782.32			
ENDING BANK BALANCE-Per G/L	31-Mar-17	\$ 20,000.00	BANK BALANCE-Per Reconciliation:	\$ 20,000.00

\$0.00

NUMBER	AMOUNT	PAYEE NAME	DATE	P/O #
7869	150.00			
7879	27.99			
TOTAL	\$ 177.99			

Jamesburg Board of Fire Commissioners

Outstanding Checks

March 2017

04/20/17

Type	Date	Num	Name	Account	Paid Amount
Bill Pmt -Check	3/16/2017	7869	GARY LUDAS	1104-00 · Cash in Checking-PNC	
Bill	3/15/2017	2017-03-021		6400-05 · Election Expenses	-150.00
TOTAL					-150.00
Bill Pmt -Check	3/16/2017	7879	W.B. MASON CO. INC.	1104-00 · Cash in Checking-PNC	
Bill	3/15/2017	2017-03-028		6500-01 · Office Supplies	-27.99
TOTAL					-27.99

04/20/17

Jamesburg Board of Fire Commissioners
Monthly Check Register
 March 2017

Date	Num	Name	Memo	Amount
1104-00 · Cash in Checking-PNC				
3/16/2017	7865	ALYSSA LINKE	2017 ELECTION STAFF	(150.00)
3/16/2017	7866	AT&T	LOCAL & LONG DISTANCE 2/24/17	(332.47)
3/16/2017	7867	DEBORAH A. FITZGERALD	INV# 2017002 2/28/17	(237.50)
3/16/2017	7868	GANNETT NEW JERSEY NEWSPAPERS	STMT #294012 2/28/17	(44.68)
3/16/2017	7869	GARY LUDAS	2017 ELECTION STAFF	(150.00)
3/16/2017	7870	GENERAL WASTE REMOVAL, INC.	INV# 73100030 3/1/17	(132.76)
3/16/2017	7871	GORDEN DEMETZKY	2017 ELECTION STAFF	(75.00)
3/16/2017	7872	JCP&L	ELECTRIC 2/14/17	(727.94)
3/16/2017	7873	JENNIE LUDAS	2017 ELECTION STAFF	(150.00)
3/16/2017	7874	MADISON PRINTING SERVICE	PRINT BALLOTS - 2017 ELECTION	(75.00)
3/16/2017	7875	MIDDLESEX COUNTY FIRE ACADEMY	INV# 01-1001-17 2/18/17	(472.00)
3/16/2017	7876	NJ-AMERICAN WATER COMP.	A/C# 1018-210028471827 & -210025838964 3/17	(4,886.49)
3/16/2017	7877	PSE&G	GAS 2/21/17	(681.02)
3/16/2017	7878	SISBARRO FLEET SERVICE		(2,639.47)
3/16/2017	7879	W.B. MASON CO. INC.	INV# I41612794 2/7/17	(27.99)
Total 1104-00 · Cash in Checking-PNC				(10,782.32)
TOTAL				(10,782.32)