

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

Prepared By: D. Fitzgerald

Treasurer Report:

Date: 5/21/15

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

Deposits/Voided Checks since the last meeting (see Note 1): \$ 75,081.00

Vouchers/Fees paid/Transfers since last meeting: \$ (75,081.00)

Current Reconciled Balance Remaining in PNC Checking Account (Note 1): **\$ 20,000.00**

Reconciled **PNC Savings** Balance brought forward from last meeting: \$ 290,657.38

Withdrawals/Transfers to Checking: \$ (75,081.00)

Deposits/Interest to Savings Account (see Note 4): \$ 23.03

Current Reconciled Balance Remaining in PNC Savings Account: **\$ 215,599.41**

**GRAND TOTAL CASH ON HAND:** **\$ 235,599.41**

Total Dollar Amount of Current Month Voucher List to be Paid: **\$ 26,653.08**

**Notes - 5/21/15 Report:**

1) Payment of the current month's voucher list would result in a PNC Checking balance of: (\$6,653.08) therefore a transfer FROM PNC Sav of **\$26,653.08** 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 to be paid that month.

4) Reflects interest earned and posted of \$23.03 on 4/30/15.

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

	Jan - Dec 15	Budget	% of Budget
<b>Ordinary Income/Expense</b>			
<b>Expense</b>			
6100-00 · Salary & Wages			
6100-01 · Commissioners Pay	6,702.00	13,400.00	50.0%
6100-02 · Clerk Pay	0.00	1,500.00	0.0%
<b>Total 6100-00 · Salary &amp; Wages</b>	<b>6,702.00</b>	<b>14,900.00</b>	<b>45.0%</b>
6400-00 · Professional Fees			
6400-01 · Legal Fees	4,734.32	17,000.00	27.8%
6400-02 · Accounting/Auditing Fees	2,344.36	12,000.00	19.5%
6400-04 · Medical Services	4,320.00	5,250.00	82.3%
<b>Total 6400-00 · Professional Fees</b>	<b>11,398.68</b>	<b>34,250.00</b>	<b>33.3%</b>
6400-05 · Election Expenses	521.00	3,500.00	14.9%
6500-00 · Office \Postage Exp			
6500-01 · Office Supplies	1,091.86	5,000.00	21.8%
6500-02 · Misc Supplies(petty cash)	129.00	200.00	64.5%
<b>Total 6500-00 · Office \Postage Exp</b>	<b>1,220.86</b>	<b>5,200.00</b>	<b>23.5%</b>
<b>Total Expense</b>	<b>19,842.54</b>	<b>57,850.00</b>	<b>34.3%</b>
<b>Net Ordinary Income</b>	<b>(19,842.54)</b>	<b>(57,850.00)</b>	<b>34.3%</b>
<b>Other Income/Expense</b>			
<b>Other Expense</b>			
7100-00 · Reimb for Exp & Losses			
7140-00 · Truck Equipment			
7140-01 · Fire Equipment	465.66	13,000.00	3.6%
<b>Total 7140-00 · Truck Equipment</b>	<b>465.66</b>	<b>13,000.00</b>	<b>3.6%</b>
7195-00 · Uniform & Equip(Firefighters)	0.00	10,000.00	0.0%
<b>Total 7100-00 · Reimb for Exp &amp; Losses</b>	<b>465.66</b>	<b>23,000.00</b>	<b>2.0%</b>
7200-00 · Hydrant Rental Dom Water	18,462.91	56,000.00	33.0%
7400-00 · Insurance Premium	32,690.00	46,000.00	71.1%
7500-00 · Professional Services			
7500-01 · Advertising	0.00	750.00	0.0%
7500-03 · Training & Education	2,133.00	7,500.00	28.4%
<b>Total 7500-00 · Professional Services</b>	<b>2,133.00</b>	<b>8,250.00</b>	<b>25.9%</b>
7600-00 · Utilities	9,249.65	23,000.00	40.2%
7700-00 · Maint/Repairs			
7710-00 · Truck Service			
7710-01 · Radio Serv/Repair	534.00	5,000.00	10.7%
7710-02 · Fuel	0.00	5,000.00	0.0%
7710-04 · Truck Service	940.00	15,000.00	6.3%
7710-05 · Equipment Testing	106.75	5,000.00	2.1%
<b>Total 7710-00 · Truck Service</b>	<b>1,580.75</b>	<b>30,000.00</b>	<b>5.3%</b>
7720-00 · Air Pack & Bottle Repair	0.00	1,800.00	0.0%
7730-00 · Bldg Maintenance	2,917.19	39,000.00	7.5%
7740-00 · Bldg Supplies	428.27	2,000.00	21.4%
7750-00 · Fire Comp. Contract	8,125.00	32,500.00	25.0%
<b>Total 7700-00 · Maint/Repairs</b>	<b>13,051.21</b>	<b>105,300.00</b>	<b>12.4%</b>
7800-00 · Contingency	0.00	25,000.00	0.0%
7850-00 · LOSAP Program			
7850-01 · LOSAP Program	14,412.20	19,000.00	75.9%
<b>Total 7850-00 · LOSAP Program</b>	<b>14,412.20</b>	<b>19,000.00</b>	<b>75.9%</b>
8000-00 · Debt Service			
8010-03 · Lease Purchase-Principal	0.00	26,313.00	0.0%
8010-10 · Capital Lease-Principal	0.00	50,000.00	0.0%
8010-11 · Capital Lease-Oshkosh Princ	24,725.00	24,725.00	100.0%
8020-03 · Lease Purchase-Int.	0.00	1,714.00	0.0%
8020-10 · Capital Lease-Interest	0.00	4,939.00	0.0%
8020-11 · Capital Lease-Oshkosh Int	8,724.29	8,725.00	100.0%
<b>Total 8000-00 · Debt Service</b>	<b>33,449.29</b>	<b>116,416.00</b>	<b>28.7%</b>
<b>Total Other Expense</b>	<b>123,913.92</b>	<b>421,966.00</b>	<b>29.4%</b>
<b>Net Other Income</b>	<b>(123,913.92)</b>	<b>(421,966.00)</b>	<b>29.4%</b>
<b>Net Income</b>	<b>(143,756.46)</b>	<b>(479,816.00)</b>	<b>30.0%</b>

05/20/15

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

Date	Num	Account	Open Balance
<b>ACCESS HEALTH SYSTEMS</b>			
5/19/2015	2015-01-012	6400-04 · Medical Services	135.00
Total ACCESS HEALTH SYSTEMS			135.00
<b>AT&amp;T</b>			
5/19/2015	2015-03-041	7600-00 · Utilities	273.66
Total AT&T			273.66
<b>BOROUGH OF JAMESBURG SEWER UTILITY</b>			
5/19/2015	2015-03-042	7600-00 · Utilities	236.75
Total BOROUGH OF JAMESBURG SEWER UTILITY			236.75
<b>BRIAN H. WRIGHT</b>			
5/19/2015	2015-03-054	6100-01 · Commissioners Pay	715.00
Total BRIAN H. WRIGHT			715.00
<b>COMCAST</b>			
5/19/2015	2015-03-043	7600-00 · Utilities	105.04
5/19/2015	2015-03-043	7600-00 · Utilities	105.04
Total COMCAST			210.08
<b>DEBORAH A. FITZGERALD</b>			
5/19/2015	2015-03-044	6400-02 · Accounting/Auditing Fees	250.00
Total DEBORAH A. FITZGERALD			250.00
<b>DEER PARK DIRECT</b>			
5/19/2015	2015-02-018	7730-00 · Bldg Maintenance	17.26
Total DEER PARK DIRECT			17.26
<b>DINA WALKER</b>			
5/19/2015	2015-03-052	6100-01 · Commissioners Pay	653.00
Total DINA WALKER			653.00
<b>GENERAL WASTE REMOVAL, INC.</b>			
5/19/2015	2015-02-019	7730-00 · Bldg Maintenance	131.56
Total GENERAL WASTE REMOVAL, INC.			131.56
<b>JCP&amp;L</b>			
5/19/2015	2015-03-045	7600-00 · Utilities	754.16
5/19/2015	2015-03-045	7600-00 · Utilities	664.66
Total JCP&L			1,418.82
<b>MERCER COUNTY FIRE ACADEMY</b>			
5/19/2015	2015-01-013	7500-03 · Training & Education	40.00
5/19/2015	2015-01-013	7500-03 · Training & Education	160.00
Total MERCER COUNTY FIRE ACADEMY			200.00
<b>MIDDLESEX COUNTY FIRE ACADEMY</b>			
5/19/2015	2015-01-014	7500-03 · Training & Education	394.00
Total MIDDLESEX COUNTY FIRE ACADEMY			394.00
<b>NANCY LINKE</b>			
5/19/2015	2015-03-051	6100-01 · Commissioners Pay	943.00
Total NANCY LINKE			943.00
<b>NETLINK WEB SERVICES, LLC</b>			
5/19/2015	2015-03-046	6500-01 · Office Supplies	199.00
Total NETLINK WEB SERVICES, LLC			199.00
<b>NJ-AMERICAN WATER COMP.</b>			
5/19/2015	2015-03-047	7200-00 · Hydrant Rental Dom Water	19.94
5/19/2015	2015-03-047	7200-00 · Hydrant Rental Dom Water	4,578.00
Total NJ-AMERICAN WATER COMP.			4,597.94
<b>PATRICK CONNELLY</b>			
5/19/2015	2015-03-053	6100-01 · Commissioners Pay	520.00
Total PATRICK CONNELLY			520.00

05/20/15

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

Date	Num	Account	Open Balance
<b>PSE&amp;G</b>			
5/19/2015	2015-03-048	7600-00 · Utilities	190.31
Total PSE&G			190.31
<b>RELIABLE FIRE PROTECTION</b>			
5/19/2015	2015-01-015	7710-05 · Equipment Testing	52.00
5/19/2015	2015-02-020	7730-00 · Bldg Maintenance	347.50
5/19/2015	2015-02-020	7730-00 · Bldg Maintenance	236.00
Total RELIABLE FIRE PROTECTION			635.50
<b>VALIC</b>			
5/19/2015	2015-03-049	7850-01 · LOSAP Program	14,412.20
Total VALIC			14,412.20
<b>WILLIAM STONAKER</b>			
5/19/2015	2015-03-050	6100-01 · Commissioners Pay	520.00
Total WILLIAM STONAKER			520.00
<b>TOTAL</b>			<b>26,653.08</b>

**BANK RECONCILIATION**

NAME OF CLIENT: JAMESBURG BOARD OF FIRE COMMISSIONERS

MONTH OF: April-15

NAME OF BANK: PNC Bank

PREPARED BY: DF

ACCOUNT #: 80-2874-0082

BALANCE FORWARD:	31-Mar-15	\$20,000.00	BAL. PER BANK STATEMENT	\$33,295.82
			AS OF:	30-Apr-15
ADD DEBITS:			ADD DEPOSITS IN TRANSIT:	
Online Banking Transfer				
on 4/16/15	\$75,081.00			
TOTAL DEBITS:	\$75,081.00			
	TOTAL	\$95,081.00		
LESS CREDITS:			TOTAL IN TRANSIT:	\$0.00
VOUCHER LIST - 4/30	\$75,081.00			
				\$33,295.82
ACCOUNT ANALYSIS	\$0.00		LESS CHECKS OUTSTANDING:	
			TOTAL:	\$13,295.82
TOTAL CREDITS:	\$75,081.00			
ENDING BANK BALANCE-Per General Ledger:		\$20,000.00	BANK BALANCE-Per Reconciliation:	\$20,000.00

\$0.00

NUMBER	AMOUNT	PAYEE NAME	DATE	P/O #
7363	199.00	Netlink	2/19/15	
7398	237.50	Deborah Fitzgerald	4/16/15	
7402	8,125.00	Jamesburg Vol Fire	4/16/15	
7404	4,734.32	Joseph Yousseuf	4/16/15	
TOTAL	\$ 13,295.82			

**Jamesburg Board of Fire Commissioners**  
**Monthly Check Register**  
 April 2015

05/19/15

Date	Num	Name	Memo	Amount
<b>1104-00 · Cash in Checking-PNC</b>				
4/16/2015	7393	APPROVED FIRE PROTECTION CO.	INV# I115150 1/12/15	(54.75)
4/16/2015	7394	AT&T	LOCAL & LONG DISTANCE 3/24/15	(273.05)
4/16/2015	7395	BETTER LIVING DEPT. STORE	INV# A251327 2/26 & A251641 3/2/15	(195.68)
4/16/2015	7396	BINARY CONNECTIONS, INC.	INV# 4197 4/6/15	(1,539.00)
4/16/2015	7397	CIRCLE JANITORIAL SUPPLIES, SOUTH	INV# 16708-15 3/25/15	(126.09)
4/16/2015	7398	DEBORAH A. FITZGERALD	INV# 2015003 3/31/15	(237.50)
4/16/2015	7399	DEER PARK DIRECT	INV# 05C7801965661 4/2/15	(13.97)
4/16/2015	7400	FIRST RESPONDER JOINT INSURANCE FUND	SECOND INSTALLMT - W/COMP, PKG, MGMT LIAB, ENVL, E...	(13,751.00)
4/16/2015	7401	GENERAL WASTE REMOVAL, INC.	INV# 54100034 4/1/15	(131.56)
4/16/2015	7402	JAMESBURG VOL FIRE DEPT	1ST QTR 2015 CONTRACT INSTALLMENT	(8,125.00)
4/16/2015	7403	JCP&L	ELECTRIC 3/17/15	(792.99)
4/16/2015	7404	JOSEPH D YOUSSEUF, ESQUIRE	INV# 200 3/19/15	(4,734.32)
4/16/2015	7405	NETLINK WEB SERVICES, LLC	INV# NWS1698 4/1/15	(199.00)
4/16/2015	7406	NJ-AMERICAN WATER COMP.	A/C# 1018-210028471827 4/10 & -210025838964 4/2/15	(4,604.34)
4/16/2015	7407	OLIVER L.E. SODEN AGENCY	INV# 162400 4/1/15	(5,188.00)
4/16/2015	7408	OSHKOSH CAPITAL	LEASE PMT #3, 3/25/15	(33,449.29)
4/16/2015	7409	PEREZ + RADOSTI ASSOCIATES, P.C.	INV# 13-049-1 3/20/15	(900.00)
4/16/2015	7410	PSE&G	GAS 3/23/15	(668.60)
4/16/2015	7411	W.B. MASON CO. INC.	INV# I23688626 2/12/15	(96.86)
Total 1104-00 · Cash in Checking-PNC				(75,081.00)
<b>TOTAL</b>				<b>(75,081.00)</b>

**Jamesburg Board of Fire Commissioners**  
**Outstanding Checks**  
February through April 2015

05/19/15

Type	Date	Num	Name	Account	Paid Amount
Bill Pmt -Check	2/19/2015	7363	NETLINK WEB SERVICES, ...	1104-00 · Cash in Checking-PNC	
Bill	2/16/2015	2015-03-014		6500-01 · Office Supplies	-199.00
TOTAL					-199.00
Bill Pmt -Check	4/16/2015	7398	DEBORAH A. FITZGERALD	1104-00 · Cash in Checking-PNC	
Bill	4/13/2015	2015-03-031		6400-02 · Accounting/Auditing Fees	-237.50
TOTAL					-237.50
Bill Pmt -Check	4/16/2015	7402	JAMESBURG VOL FIRE DE...	1104-00 · Cash in Checking-PNC	
Bill	4/13/2015	2015-02-016		7750-00 · Fire Comp. Contract	-8,125.00
TOTAL					-8,125.00
Bill Pmt -Check	4/16/2015	7404	JOSEPH D YOUSOUF, ES...	1104-00 · Cash in Checking-PNC	
Bill	4/13/2015	2015-03-034		6400-01 · Legal Fees	-4,734.32
TOTAL					-4,734.32