

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

Prepared By: D. Fitzgerald

Treasurer Report:

Date: 6/21/18

Reconciled balance brought forward in PNC Checking Acct from last meeting:	\$ 19,576.40
Deposits/Voiced Checks since the last meeting (see Note 1):	\$ 27,901.26
Vouchers/Fees paid/Transfers since last meeting:	\$ (27,484.60)
Current Reconciled Balance Remaining in PNC Checking Account (Note 1):	\$ 19,993.06
Reconciled PNC Savings Balance brought forward from last meeting:	\$ 149,468.45
Withdrawals/Transfers to Checking:	\$ (27,901.26)
Deposits/Interest to Savings Account (see Note 4 & 5):	\$ 34.87
Current Reconciled Balance Remaining in PNC Savings Account:	\$ 121,602.06
GRAND TOTAL CASH ON HAND:	\$ 141,595.12
Total Dollar Amount of Current Month Voucher List to be Paid:	\$ 10,682.87

Notes - 6/21/18 Report:

1) Payment of the current month's voucher list would result in a PNC Checking balance of: \$ 9,310.19 therefore a transfer FROM PNC Sav of **\$10,689.81** needs to be made in order to maintain the control balance of **\$20,000.00**. *After the meeting on 5/17/18, Ck# 8157 payable to Lynette Emens for \$520, and Ck# 8166 payable to Stephanie Rampacek for \$943, were both voided. The amounts paid to each of them was reversed in error. Replacement checks were issued with the proper amounts being dispersed - Ck# 8168 for \$943 was made payable to Lynette Emens, and Ck# 8169 for \$520 was made payable to Stephanie Rampacek.

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 \$34.87 on 5/31/18.

5) Fire Tax Checks are due from the Borough within 30 days following the March, May, August, and November commissioner meetings. NOTE: The 1st 2 quarters were just received in the mail 6/20/18, and will be deposited soon.

1:23 AM

06/21/18

Accrual Basis

Jamesburg Board of Fire Commissioners
Budgeted Appropriations vs. Actual
 January through December 2018

	Jan - Dec 18	Budget	% of Budget
Ordinary Income/Expense			
Expense			
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%
Total 6100-00 · Salary & Wages	6,702.00	14,900.00	45.0%
6400-00 · Professional Fees			
6400-01 · Legal Fees	0.00	17,000.00	0.0%
6400-02 · Accounting/Auditing Fees	2,452.50	15,000.00	16.4%
6400-04 · Medical Services	0.00	1,000.00	0.0%
Total 6400-00 · Professional Fees	2,452.50	33,000.00	7.4%
6400-05 · Election Expenses	1,258.96	4,000.00	31.5%
6500-00 · Office \Postage Exp			
6500-01 · Office Supplies	1,573.75	5,000.00	31.5%
6500-02 · Misc Supplies(petty cash)	0.00	200.00	0.0%
Total 6500-00 · Office \Postage Exp	1,573.75	5,200.00	30.3%
Total Expense	11,987.21	57,100.00	21.0%
Net Ordinary Income	(11,987.21)	(57,100.00)	21.0%
Other Income/Expense			
Other Expense			
7100-00 · Reimb for Exp & Losses			
7140-00 · Truck Equipment			
7140-01 · Fire Equipment	450.00	15,000.00	3.0%
Total 7140-00 · Truck Equipment	450.00	15,000.00	3.0%
7195-00 · Uniform & Equip(Firefighters)	900.00	15,000.00	6.0%
Total 7100-00 · Reimb for Exp & Losses	1,350.00	30,000.00	4.5%
7200-00 · Hydrant Rental Dom Water	23,533.68	58,000.00	40.6%
7400-00 · Insurance Premium	33,553.00	50,000.00	67.1%
7500-00 · Professional Services			
7500-03 · Training & Education	2,234.00	12,000.00	18.6%
Total 7500-00 · Professional Services	2,234.00	12,000.00	18.6%
7600-00 · Utilities	9,185.03	22,000.00	41.8%
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	6,754.04	15,000.00	45.0%
7710-05 · Equipment Testing	547.80	5,000.00	11.0%
Total 7710-00 · Truck Service	7,643.84	30,000.00	25.5%
7720-00 · Air Pack & Bottle Repair	2,811.39	1,800.00	156.2%
7730-00 · Bldg Maintenance	6,894.27	32,500.00	21.2%
7740-00 · Bldg Supplies	0.00	2,000.00	0.0%
7750-00 · Fire Comp. Contract	8,125.00	32,500.00	25.0%
Total 7700-00 · Maint/Repairs	25,474.50	98,800.00	25.8%
7800-00 · Contingency	11.48	25,000.00	0.0%
7850-00 · LOSAP Program			
7850-01 · LOSAP Program	20,612.74	19,000.00	108.5%
Total 7850-00 · LOSAP Program	20,612.74	19,000.00	108.5%
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%
Total 8000-00 · Debt Service	33,449.29	33,449.00	100.0%
Total Other Expense	149,403.72	348,249.00	42.9%
Net Other Income	(149,403.72)	(348,249.00)	42.9%
Net Income	(161,390.93)	(405,349.00)	39.8%

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Jamesburg Board of Fire Commissioners
Accounts Payable Voucher List
As of June 21, 2018

Date	Num	Account	Open Balance
AT&T			
6/20/2018	2018-03-052	7600-00 · Utilities	346.20
Total AT&T			346.20
CENTRAL JERSEY SECURITY			
6/20/2018	2018-02-028	7730-00 · Bldg Maintenance	149.85
Total CENTRAL JERSEY SECURITY			149.85
COMCAST			
6/20/2018	2018-03-053	7600-00 · Utilities	104.02
Total COMCAST			104.02
DEBORAH A. FITZGERALD			
6/20/2018	2018-03-054	6400-02 · Accounting/Auditing Fees	250.00
Total DEBORAH A. FITZGERALD			250.00
FIRE SERVICE PERFORMANCE CONCEPTS, LLC			
6/20/2018	2018-01-020	7500-03 · Training & Education	800.00
Total FIRE SERVICE PERFORMANCE CONCEPTS, LLC			800.00
JCP&L			
6/20/2018	2018-03-055	7600-00 · Utilities	818.55
Total JCP&L			818.55
NEW JERSEY FIRE EQUIPMENT CO.			
6/20/2018	2018-01-015	7720-00 · Air Pack & Bottle Repair	2,656.80
6/20/2018	2018-01-015	7720-00 · Air Pack & Bottle Repair	154.59
Total NEW JERSEY FIRE EQUIPMENT CO.			2,811.39
NJ-AMERICAN WATER COMP.			
6/20/2018	2018-03-056	7200-00 · Hydrant Rental Dom Water	262.04
6/20/2018	2018-03-056	7200-00 · Hydrant Rental Dom Water	4,457.25
Total NJ-AMERICAN WATER COMP.			4,719.29
PSE&G			
6/20/2018	2018-03-057	7600-00 · Utilities	108.54
Total PSE&G			108.54
READY REFRESH BY NESTLE			
6/20/2018	2018-02-029	7730-00 · Bldg Maintenance	22.27
Total READY REFRESH BY NESTLE			22.27
SANCHEZ LANDSCAPING, LLC			
6/20/2018	2018-02-027	7730-00 · Bldg Maintenance	275.00
Total SANCHEZ LANDSCAPING, LLC			275.00
STANDARD WASTE SERVICES			
6/20/2018	2018-02-030	7730-00 · Bldg Maintenance	132.76
Total STANDARD WASTE SERVICES			132.76
VIKING TERMITE & PEST CONTROL, INC.			
6/20/2018	2018-02-031	7730-00 · Bldg Maintenance	145.00
Total VIKING TERMITE & PEST CONTROL, INC.			145.00
TOTAL			<u>10,682.87</u>

Jamesburg Board of Fire Commissioners

Monthly Check Register

May 2018

06/20/18

Date	Num	Name	Memo	Amount
1104-00 - Cash in Checking-PNC				
5/17/2018	8145	AUTO KING PARTS & SUPPLIES	A/C# J2100 INV# 531406 1/2/18, 550071 4/28/18, 553603 5/16/18	(73.87)
5/17/2018	8146	BETTER LIVING DEPT. STORE	STMT 4/25/18 INV# A371637, A372595, A374296	(138.94)
5/17/2018	8147	BOROUGH OF JAMESBURG SEWER UTILITY	2ND QTR 2018 SEWER	(240.50)
5/17/2018	8148	BRIAN H. WRIGHT	2ND QTR 2018 COMMISSIONER FEES	(715.00)
5/17/2018	8149	COMCAST	INTERNET & TV SVC 4/9/18, 5/9/18	(208.04)
5/17/2018	8150	DEBORAH A. FITZGERALD	INV# 2018004	(150.00)
5/17/2018	8151	DINA WALKER	2ND QTR 2018 COMMISSIONER FEES	(653.00)
5/17/2018	8152	FIRSTLINE LOCKSMITH, LLC	INV# 5319914 4/15/18	(72.45)
5/17/2018	8153	JAMESBURG HARDWARE & APPLIANCE	STMT 4/25/18 INV# A119323 4/25/18	(5.39)
5/17/2018	8154	JAMESBURG VOL FIRE DEPT	1ST QTR 2018 CONTRACT INSTALLMENT	(8,125.00)
5/17/2018	8155	JAMMER DOORS	INV# 1079-25595 4/30/18	(2,670.00)
5/17/2018	8156	JCP&L	ELECTRIC 5/11/18	(562.19)
5/17/2018	8157	LYNETTE EMENS	VOID: 2ND QTR 2018 COMMISSIONER FEES	0.00
5/17/2018	8158	MIDDLESEX COUNTY FIRE ACADEMY	INV# 18-0416 4/30/18	(414.00)
5/17/2018	8159	NETLINK WEB SERVICES, LLC	INV# NWS 2179 5/1/18	(199.00)
5/17/2018	8160	NJ-AMERICAN WATER COMP.	A/C# 1018-210028471827, 1018-210025838964 5/2018	(4,485.56)
5/17/2018	8161	PAL AUTOMOTIVE SPECIALTIES, INC.	INV# 148555 5/11/18	(542.50)
5/17/2018	8162	PSE&G	GAS 4/25/18 INV# 503100040700	(338.79)
5/17/2018	8163	READY REFRESH BY NESTLE	INV# 18D7801965661 4/30/18	(5.00)
5/17/2018	8164	SISBARRO FLEET SERVICE	INV# 1121 4/21/18	(5,762.67)
5/17/2018	8165	STANDARD WASTE SERVICES	INV# 318832 5/1/18	(132.76)
5/17/2018	8166	STEPHANIE RAMPACEK	VOID: 2ND QTR 2018 COMMISSIONER FEES	0.00
5/17/2018	8167	WILLIAM STONAKER	2ND QTR 2018 COMMISSIONER FEES	(520.00)
5/17/2018	8168	LYNETTE EMENS	2ND QTR 2018 COMMISSIONER FEES	(943.00)
5/17/2018	8169	STEPHANIE RAMPACEK	2ND QTR 2018 COMMISSIONER FEES	(520.00)
Total 1104-00 - Cash in Checking-PNC				(27,477.66)
TOTAL				(27,477.66)

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Jamesburg Board of Fire Commissioners
Outstanding Checks
 April 2017 through May 2018

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	4/19/2018	8143	VALIC	1104-00 · Cash in Checking-PNC	
Bill	4/19/2018	2018-03-039		7850-01 · LOSAP Program	-17,710.80
				7850-01 · LOSAP Program	-2,901.94
TOTAL					-20,612.74
Bill Pmt -Check	4/19/2018	8144	MIDDLESEX COUNTY TREASURER	1104-00 · Cash in Checking-PNC	
Bill	4/19/2018	2018-03-040		6400-05 · Election Expenses	-384.16
				6400-05 · Election Expenses	-36.00
TOTAL					-420.16
Bill Pmt -Check	5/17/2018	8151	DINA WALKER	1104-00 · Cash in Checking-PNC	
Bill	5/16/2018	2018-03-044		6100-01 · Commissioners Pay	-653.00
TOTAL					-653.00
Bill Pmt -Check	5/17/2018	8154	JAMESBURG VOL FIRE DEPT	1104-00 · Cash in Checking-PNC	
Bill	5/16/2018	2018-02-024		7750-00 · Fire Comp. Contract	-8,125.00
TOTAL					-8,125.00