

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

Prepared By: D. Fitzgerald

Treasurer Report:

Date: 7/16/15

Reconciled balance brought forward in PNC Checking Acct from last meeting:	\$ 19,998.43
Deposits/Voided Checks since the last meeting (see Note 1):	\$ 18,316.26
Vouchers/Fees paid/Transfers since last meeting:	\$ (18,318.69)
Current Reconciled Balance Remaining in PNC Checking Account (Note 1):	\$ 19,996.00
Reconciled PNC Savings Balance brought forward from last meeting:	\$ 188,962.88
Withdrawals/Transfers to Checking:	\$ (18,316.26)
Deposits/Interest to Savings Account (see Note 4):	\$ 233,387.77
Current Reconciled Balance Remaining in PNC Savings Account:	\$ 404,034.39
GRAND TOTAL CASH ON HAND:	\$ 424,030.39
Total Dollar Amount of Current Month Voucher List to be Paid:	\$ 18,823.30

Notes - 7/16/15 Report:

- 1) Payment of the current month's voucher list would result in a PNC Checking balance of: \$1,172.70 therefore a transfer FROM PNC Sav of **\$18,827.30** 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 \$23.59 on 6/30/15, plus the Borough tax check for 1st and 2nd Qtr's 2015 in the amount of \$231,500 and the first aid reimbursement check in the amount of \$1,864.18, both deposited on 6/18/15.

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07/14/15

Accrual Basis

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

	Jan - Dec 15	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	4,734.32	17,000.00	27.8%
6400-02 · Accounting/Auditing Fees	7,506.86	12,000.00	62.6%
6400-04 · Medical Services	4,320.00	5,250.00	82.3%
Total 6400-00 · Professional Fees	16,561.18	34,250.00	48.4%
6400-05 · Election Expenses	521.00	3,500.00	14.9%
6500-00 · Office \Postage Exp			
6500-01 · Office Supplies	1,489.86	5,000.00	29.8%
6500-02 · Misc Supplies(petty cash)	129.00	200.00	64.5%
Total 6500-00 · Office \Postage Exp	1,618.86	5,200.00	31.1%
Total Expense	25,403.04	57,850.00	43.9%
Net Ordinary Income	(25,403.04)	(57,850.00)	43.9%
Other Income/Expense			
Other Expense			
7100-00 · Reimb for Exp & Losses			
7140-00 · Truck Equipment			
7140-01 · Fire Equipment	1,215.16	13,000.00	9.3%
Total 7140-00 · Truck Equipment	1,215.16	13,000.00	9.3%
7195-00 · Uniform & Equip(Firefighters)	6,552.09	10,000.00	65.5%
Total 7100-00 · Reimb for Exp & Losses	7,767.25	23,000.00	33.8%
7200-00 · Hydrant Rental Dom Water	27,645.23	56,000.00	49.4%
7400-00 · Insurance Premium	32,690.00	46,000.00	71.1%
7500-00 · Professional Services			
7500-01 · Advertising	110.24	750.00	14.7%
7500-03 · Training & Education	2,133.00	7,500.00	28.4%
Total 7500-00 · Professional Services	2,243.24	8,250.00	27.2%
7600-00 · Utilities	11,013.23	23,000.00	47.9%
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	2,768.79	15,000.00	18.5%
7710-05 · Equipment Testing	161.50	5,000.00	3.2%
Total 7710-00 · Truck Service	3,464.29	30,000.00	11.5%
7720-00 · Air Pack & Bottle Repair	0.00	1,800.00	0.0%
7730-00 · Bldg Maintenance	13,405.39	39,000.00	34.4%
7740-00 · Bldg Supplies	1,276.29	2,000.00	63.8%
7750-00 · Fire Comp. Contract	8,125.00	32,500.00	25.0%
Total 7700-00 · Maint/Repairs	26,270.97	105,300.00	24.9%
7800-00 · Contingency	(1,858.61)	25,000.00	(7.4)%
7850-00 · LOSAP Program			
7850-01 · LOSAP Program	14,412.20	19,000.00	75.9%
Total 7850-00 · LOSAP Program	14,412.20	19,000.00	75.9%
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%
Total 8000-00 · Debt Service	33,449.29	116,416.00	28.7%
Total Other Expense	153,632.80	421,966.00	36.4%
Net Other Income	(153,632.80)	(421,966.00)	36.4%
Net Income	(179,035.84)	(479,816.00)	37.3%

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

Date	Num	Account	Open Balance
AT&T			
7/14/2015	2015-03-062	7600-00 · Utilities	273.56
Total AT&T			273.56
BETTER LIVING DEPT. STORE			
7/14/2015	2015-01-029	7140-01 · Fire Equipment	29.67
7/14/2015	2015-02-026	7740-00 · Bldg Supplies	55.49
Total BETTER LIVING DEPT. STORE			85.16
CIRCLE JANITORIAL SUPPLIES, SOUTH			
7/14/2015	2015-02-033	7740-00 · Bldg Supplies	459.59
Total CIRCLE JANITORIAL SUPPLIES, SOUTH			459.59
COMCAST			
7/14/2015	2015-03-063	7600-00 · Utilities	105.04
Total COMCAST			105.04
DEBORAH A. FITZGERALD			
7/14/2015	2015-03-064	6400-02 · Accounting/Auditing Fees	150.00
Total DEBORAH A. FITZGERALD			150.00
DEER PARK DIRECT			
7/14/2015	2015-02-031	7730-00 · Bldg Maintenance	17.26
Total DEER PARK DIRECT			17.26
EMERGENCY EQUIPMENT SALES, LLC			
7/14/2015	2015-01-028	7710-04 · Truck Service	230.00
7/14/2015	2015-01-028	7710-04 · Truck Service	1,280.00
Total EMERGENCY EQUIPMENT SALES, LLC			1,510.00
FAT BOYS LANDSCAPING, LLC			
7/14/2015	2015-02-027	7730-00 · Bldg Maintenance	275.00
Total FAT BOYS LANDSCAPING, LLC			275.00
FIRSTLINE LOCKSMITH, LLC			
7/14/2015	2015-02-028	7740-00 · Bldg Supplies	280.96
Total FIRSTLINE LOCKSMITH, LLC			280.96
GENERAL WASTE REMOVAL, INC.			
7/14/2015	2015-02-032	7730-00 · Bldg Maintenance	131.56
Total GENERAL WASTE REMOVAL, INC.			131.56
GREEN ROCK LANDSCAPE SERVICE & MORE LLC			
7/14/2015	2015-02-025	7730-00 · Bldg Maintenance	2,550.00
7/14/2015	2015-02-030	7730-00 · Bldg Maintenance	6,625.00
Total GREEN ROCK LANDSCAPE SERVICE & MORE LLC			9,175.00
JAMESBURG HARDWARE & APPLIANCE			
7/14/2015	2015-01-030	7140-01 · Fire Equipment	79.83
Total JAMESBURG HARDWARE & APPLIANCE			79.83
JCP&L			
7/14/2015	2015-03-065	7600-00 · Utilities	821.76
Total JCP&L			821.76
NETLINK WEB SERVICES, LLC			
7/14/2015	2015-03-066	6500-01 · Office Supplies	199.00
Total NETLINK WEB SERVICES, LLC			199.00
NEW JERSEY PRESS MEDIA			
7/14/2015	2015-03-067	7500-01 · Advertising	110.24
Total NEW JERSEY PRESS MEDIA			110.24
NJ-AMERICAN WATER COMP.			
7/14/2015	2015-03-068	7200-00 · Hydrant Rental Dom Water	4,578.00
Total NJ-AMERICAN WATER COMP.			4,578.00
PEREZ + RADOSTI ASSOCIATES, P.C.			
7/14/2015	2015-03-069	7730-00 · Bldg Maintenance	300.00
Total PEREZ + RADOSTI ASSOCIATES, P.C.			300.00

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

<u>Date</u>	<u>Num</u>	<u>Account</u>	<u>Open Balance</u>
PSE&G			
7/14/2015	2015-03-070	7600-00 · Utilities	84.84
Total PSE&G			84.84
RELIABLE FIRE PROTECTION			
7/14/2015	2015-02-029	7730-00 · Bldg Maintenance	186.50
Total RELIABLE FIRE PROTECTION			186.50
TOTAL			<u>18,823.30</u>

BANK RECONCILIATION

NAME OF CLIENT: JAMESBURG BOARD OF FIRE COMMISSIONERS

MONTH OF: June-15

NAME OF BANK: PNC Bank

PREPARED BY: DF

ACCOUNT #: 80-2874-0082

BALANCE FORWARD:		31-May-15	\$19,998.43	BAL. PER BANK STATEMENT	\$34,607.20
				AS OF:	<u>30-Jun-15</u>
ADD DEBITS:				ADD DEPOSITS IN TRANSIT:	
Online Banking Transfer					
on 6/18/15	\$18,316.26				
TOTAL DEBITS:	\$18,316.26				
	TOTAL		\$38,314.69		\$0.00
LESS CREDITS:				TOTAL IN TRANSIT:	
VOUCHER LIST - 6/30	\$18,314.69				\$34,607.20
ACCOUNT ANALYSIS	\$4.00				
TOTAL CREDITS:	\$18,318.69				
ENDING BANK BALANCE-Per General Ledger:			\$19,996.00	BANK BALANCE-Per Reconciliation:	
				\$19,996.00	

\$0.00

NUMBER	AMOUNT	PAYEE NAME	DATE	P/O #
7363	199.00	Netlink	2/19/15	
7430	14,412.20	VALIC	5/21/15	
TOTAL	\$ 14,611.20			

Jamesburg Board of Fire Commissioners

Monthly Check Register

June 2015

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Date	Num	Name	Memo	Amount
1104-00 · Cash in Checking-PNC				
6/18/2015	7432	ABSOLUTE FIRE PROTECTION CO, INC.	INV# 0075217-IN 5/21/15	(640.00)
6/18/2015	7433	APPROVED FIRE PROTECTION CO.	INV# 11154339 4/20/15	(54.75)
6/18/2015	7434	AT&T	LOCAL & LONG DISTANCE 5/24/15	(273.30)
6/18/2015	7435	AUTO KING PARTS & SUPPLIES	A/C# J2100 INV# 418795 5/20/15, 419101 5/22/15	(318.79)
6/18/2015	7436	BETTER LIVING DEPT. STORE		(131.95)
6/18/2015	7437	COMCAST	INTERNET & TV SVC 6/3/15	(105.04)
6/18/2015	7438	DEBORAH A. FITZGERALD	INV# 2015005 5/31/15	(187.50)
6/18/2015	7439	DEER PARK DIRECT	INV# 05E7801965661 6/3/15	(17.26)
6/18/2015	7440	GENERAL WASTE REMOVAL, INC.	INV# 56100035 6/1/15	(131.56)
6/18/2015	7441	JAMESBURG HARDWARE & APPLIANCE	INV# A40834 5/30/15	(34.99)
6/18/2015	7442	NETLINK WEB SERVICES, LLC	INV# NWS1723 6/1/15	(199.00)
6/18/2015	7443	NJ-AMERICAN WATER COMP.	A/C# 1018-210028471827 6/11/15, 1018-210025838964 6/2/15	(4,604.32)
6/18/2015	7444	PSE&G	GAS 5/21/15	(100.04)
6/18/2015	7445	SAMUEL KLEIN & COMPANY	ANNUAL AUDIT & LOSAP AUDIT 2014	(4,825.00)
6/18/2015	7446	SKYLANDS AREA FIRE EQUIPMENT & TRAI...	INV# 6892 5/8/15	(6,552.09)
6/18/2015	7447	VIKING PEST CONTROL, INC.	INV# 18524012 5/2/15	(139.10)
Total 1104-00 · Cash in Checking-PNC				(18,314.69)
TOTAL				(18,314.69)

Jamesburg Board of Fire Commissioners

Outstanding Checks

February through June 2015

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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	5/21/2015	7430	VALIC	1104-00 · Cash in Checking-PNC	
Bill	5/19/2015	2015-03-049		7850-01 · LOSAP Program	-14,412.20
TOTAL					-14,412.20