

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

Prepared By: D. Fitzgerald

Treasurer Report:

Date: 7/20/17

Reconciled balance brought forward in PNC Checking Acct from last meeting:	\$ 20,598.10
Deposits/Voided Checks since the last meeting (see Note 1):	\$ 16,445.93
Vouchers/Fees paid/Transfers since last meeting:	\$ (17,044.03)
Current Reconciled Balance Remaining in PNC Checking Account (Note 1):	\$ 20,000.00
Reconciled PNC Savings Balance brought forward from last meeting:	\$ 452,246.49
Withdrawals/Transfers to Checking:	\$ (16,445.93)
Deposits/Interest to Savings Account (see Note 4 & 5):	\$ 25.51
Current Reconciled Balance Remaining in PNC Savings Account:	\$ 435,826.07
GRAND TOTAL CASH ON HAND:	\$ 455,826.07
Total Dollar Amount of Current Month Voucher List to be Paid:	\$ 146,889.02

Notes - 7/20/17 Report:

1) Payment of the current month's voucher list would result in a PNC Checking balance of: \$ (126,889.02) therefore a transfer FROM PNC Sav of **\$146,889.02** 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 \$25.51 on 6/30/17.

5) Fire Tax Checks are due from the Borough within 30 days following the March, May, August, and November commissioner meetings.

1:27 AM
 07/20/17
 Accrual Basis

Jamesburg Board of Fire Commissioners Budgeted Appropriations vs. Actual January through December 2017

	Jan - Dec 17	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	2,696.81	12,000.00	22.5%
6400-04 · Medical Services	0.00	1,000.00	0.0%
Total 6400-00 · Professional Fees	2,696.81	30,000.00	9.0%
6400-05 · Election Expenses	600.00	4,000.00	15.0%
6500-00 · Office \Postage Exp			
6500-01 · Office Supplies	1,331.98	5,000.00	26.6%
6500-02 · Misc Supplies(petty cash)	0.00	200.00	0.0%
Total 6500-00 · Office \Postage Exp	1,331.98	5,200.00	25.6%
Total Expense	11,330.79	54,100.00	20.9%
Net Ordinary Income	(11,330.79)	(54,100.00)	20.9%
Other Income/Expense			
Other Expense			
7100-00 · Reimb for Exp & Losses			
7140-00 · Truck Equipment			
7140-01 · Fire Equipment	152.00	15,000.00	1.0%
Total 7140-00 · Truck Equipment	152.00	15,000.00	1.0%
7195-00 · Uniform & Equip(Firefighters)	5,850.81	15,000.00	39.0%
Total 7100-00 · Reimb for Exp & Losses	6,002.81	30,000.00	20.0%
7200-00 · Hydrant Rental Dom Water	28,827.29	58,000.00	49.7%
7400-00 · Insurance Premium	33,285.00	50,000.00	66.6%
7500-00 · Professional Services			
7500-03 · Training & Education	1,333.00	12,000.00	11.1%
7500-00 · Professional Services - Other	800.00		
Total 7500-00 · Professional Services	2,133.00	12,000.00	17.8%
7600-00 · Utilities	11,295.67	22,000.00	51.3%
7700-00 · Maint/Repairs			
7710-00 · Truck Service			
7710-01 · Radio Serv/Repair	0.00	5,000.00	0.0%
7710-02 · Fuel	0.00	5,000.00	0.0%
7710-04 · Truck Service	8,001.46	15,000.00	53.3%
7710-05 · Equipment Testing	115.00	5,000.00	2.3%
Total 7710-00 · Truck Service	8,116.46	30,000.00	27.1%
7720-00 · Air Pack & Bottle Repair	432.00	1,800.00	24.0%
7730-00 · Bldg Maintenance	4,080.92	32,500.00	12.6%
7740-00 · Bldg Supplies	454.78	2,000.00	22.7%
7750-00 · Fire Comp. Contract	16,250.00	32,500.00	50.0%
Total 7700-00 · Maint/Repairs	29,334.16	98,800.00	29.7%
7800-00 · Contingency	0.00	25,000.00	0.0%
7850-00 · LOSAP Program			
7850-01 · LOSAP Program	16,329.06	19,000.00	85.9%
Total 7850-00 · LOSAP Program	16,329.06	19,000.00	85.9%
8000-00 · Debt Service			
8010-11 · Capital Lease-Oshkosh Princ	26,665.39	26,666.00	100.0%
8020-11 · Capital Lease-Oshkosh Int	6,783.90	6,784.00	100.0%
Total 8000-00 · Debt Service	33,449.29	33,450.00	100.0%
9300-00 · Capital - Radios & Air Filling	128,303.94	305,000.00	42.1%
9600-00 · Commitments for Future Capital	0.00	20,000.00	0.0%
Total Other Expense	288,960.22	673,250.00	42.9%
Net Other income	(288,960.22)	(673,250.00)	42.9%
Net Income	(300,291.01)	(727,350.00)	41.3%

07/20/17

Jamesburg Board of Fire Commissioners
Accounts Payable Voucher List
As of July 31, 2017

Date	Num	Account	Open Balance
AIR & GAS TECHNOLOGIES, INC.			
7/19/2017	2017-01-007	9300-00 · Capital - Radios & Air Filling	49,790.00
Total AIR & GAS TECHNOLOGIES, INC.			49,790.00
APPROVED FIRE PROTECTION CO.			
7/19/2017	2017-01-026	7710-05 · Equipment Testing	57.50
Total APPROVED FIRE PROTECTION CO.			57.50
AT&T			
7/19/2017	2017-03-058	7600-00 · Utilities	327.68
Total AT&T			327.68
COMCAST			
7/19/2017	2017-03-059	7600-00 · Utilities	103.04
7/19/2017	2017-03-059	7600-00 · Utilities	103.04
Total COMCAST			206.08
DEBORAH A. FITZGERALD			
7/19/2017	2017-03-060	6400-02 · Accounting/Auditing Fees	200.00
Total DEBORAH A. FITZGERALD			200.00
DONALD SALZMANN, LLC			
7/19/2017	2017-01-027	7710-04 · Truck Service	1,125.00
Total DONALD SALZMANN, LLC			1,125.00
FAT BOYS LANDSCAPING, LLC			
7/19/2017	2017-02-018	7730-00 · Bldg Maintenance	225.00
Total FAT BOYS LANDSCAPING, LLC			225.00
GENERAL WASTE REMOVAL, INC.			
7/19/2017	2017-02-019	7730-00 · Bldg Maintenance	132.76
Total GENERAL WASTE REMOVAL, INC.			132.76
JAMESBURG VOL FIRE DEPT			
7/19/2017	2017-02-020	7750-00 · Fire Comp. Contract	8,125.00
Total JAMESBURG VOL FIRE DEPT			8,125.00
JCP&L			
7/19/2017	2017-03-061	7600-00 · Utilities	880.97
7/19/2017	2017-03-061	7600-00 · Utilities	1,021.61
Total JCP&L			1,902.58
MC MASTER-CARR SUPPLY CO.			
7/19/2017	2017-01-028	7195-00 · Uniform & Equip(Firefighters)	211.88
7/19/2017	2017-01-028	7195-00 · Uniform & Equip(Firefighters)	38.22
7/19/2017	2017-01-028	7195-00 · Uniform & Equip(Firefighters)	98.41
Total MC MASTER-CARR SUPPLY CO.			348.51
NETLINK WEB SERVICES, LLC			
7/19/2017	2017-03-062	6500-01 · Office Supplies	199.00
Total NETLINK WEB SERVICES, LLC			199.00
NJ-AMERICAN WATER COMP.			
7/19/2017	2017-03-063	7200-00 · Hydrant Rental Dom Water	36.50
7/19/2017	2017-03-063	7200-00 · Hydrant Rental Dom Water	4,735.50
Total NJ-AMERICAN WATER COMP.			4,772.00
PSE&G			
7/19/2017	2017-03-064	7600-00 · Utilities	101.01
Total PSE&G			101.01
READY REFRESH BY NESTLE			
7/19/2017	2017-02-021	7730-00 · Bldg Maintenance	4.00
Total READY REFRESH BY NESTLE			4.00
RELIABLE FIRE PROTECTION			
7/19/2017	2017-02-022	7730-00 · Bldg Maintenance	227.75
Total RELIABLE FIRE PROTECTION			227.75
SISBARRO FLEET SERVICE			
7/19/2017	2017-01-029	7710-04 · Truck Service	534.22

07/20/17

Jamesburg Board of Fire Commissioners
Accounts Payable Voucher List
As of July 31, 2017

Date	Num	Account	Open Balance
Total SISBARRO FLEET SERVICE			534.22
SKYLANDS AREA FIRE EQUIPMENT & TRAINING,			
7/19/2017	2017-01-030	7195-00 · Uniform & Equip(Firefighters)	8.00
Total SKYLANDS AREA FIRE EQUIPMENT & TRAINING,			8.00
TACTICAL PUBLIC SAFETY, LLC			
7/19/2017	2017-01-008	9300-00 · Capital - Radios & Air Filling	78,513.94
Total TACTICAL PUBLIC SAFETY, LLC			78,513.94
W.B. MASON CO. INC.			
7/19/2017	2017-03-065	6500-01 · Office Supplies	88.99
Total W.B. MASON CO. INC.			88.99
TOTAL			<u>146,889.02</u>

BANK RECONCILIATION

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

MONTH OF: **June-17**

NAME OF BANK: **PNC Bank**

PREPARED BY: **DF**

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

BALANCE FORWARD:	31-May-17	\$ 20,598.10	BAL. PER BANK STATEMENT	\$ 45,154.06
			AS OF:	30-Jun-17
ADD DEBITS:			ADD DEPOSITS IN TRANSIT:	
Online Banking Transfer				
on 6/15/17	\$ 16,445.93			
TOTAL DEBITS:	\$ 16,445.93			
	TOTAL	\$ 37,044.03		
LESS CREDITS:			TOTAL IN TRANSIT:	
VOUCHER LIST - 6/30	\$ 17,044.03			\$ 45,154.06
ACCOUNT ANALYSIS	\$ -		LESS CHECKS OUTSTANDING:	
TOTAL CREDITS:	\$ 17,044.03		TOTAL:	\$ 25,154.06
ENDING BANK BALANCE-Per G/L	30-Jun-17	\$ 20,000.00	BANK BALANCE-Per Reconciliation:	\$ 20,000.00

\$0.00

NUMBER	AMOUNT	PAYEE NAME	DATE	P/O #
7888	200.00	JG Painting	4/20/17	
7895	16,329.06	VALIC	4/20/17	
7904	8,125.00	Jamesburg Vol Fire	5/18/17	
7932	500.00	Somerset County Emergency	6/15/17	
TOTAL	\$ 25,154.06			

Jamesburg Board of Fire Commissioners
Monthly Check Register
 June 2017

07/19/17

Date	Num	Name	Memo	Amount
1104-00 - Cash in Checking-PNC				
6/15/2017	7916	APPROVED FIRE PROTECTION CO.	INV# IN00003506 4/17/17	(57.50)
6/15/2017	7917	AT&T	LOCAL & LONG DISTANCE 5/24/17	(332.17)
6/15/2017	7918	AUTO KING PARTS & SUPPLIES		(355.69)
6/15/2017	7919	BETTER LIVING DEPT. STORE	STMT 5/25/17 INV# A340157	(51.96)
6/15/2017	7920	CIRCLE JANITORIAL SUPPLIES, SOUTH	INV# 18838-17 5/22/17	(189.40)
6/15/2017	7921	DEBORAH A. FITZGERALD	INV# 2017005 5/31/17	(212.50)
6/15/2017	7922	GENERAL WASTE REMOVAL, INC.	INV# 76100027 6/1/17	(132.76)
6/15/2017	7923	GRAINGER	INV# 9457947860 5/30/17	(365.85)
6/15/2017	7924	GRANTGENIES	5/26/17 RETAINER FOR PREP/SUBMISSION OF 2017 AFG	(800.00)
6/15/2017	7925	MC MASTER-CARR SUPPLY CO.	INV# 30211294 5/16/17	(208.45)
6/15/2017	7926	NETLINK WEB SERVICES, LLC	INV# NVWS2036 6/1/17	(199.00)
6/15/2017	7927	NEW JERSEY FIRE EQUIPMENT CO.		(5,277.00)
6/15/2017	7928	NJ-AMERICAN WATER COMP.	A/C# 1018-210028471827 & -210025838964 6/17	(4,818.01)
6/15/2017	7929	PSE&G	GAS 5/22/17	(125.85)
6/15/2017	7930	READY REFRESH BY NESTLE	INV# 17B7801965661 6/2/17	(70.81)
6/15/2017	7931	SISBARRO FLEET SERVICE		(3,347.08)
6/15/2017	7932	SOMERSET COUNTY EMERGENCY SVCS T...	INV# 12233 5/22/17	(500.00)
Total 1104-00 - Cash in Checking-PNC				(17,044.03)
TOTAL				(17,044.03)

Jamesburg Board of Fire Commissioners
Outstanding Checks
 April through June 2017

07/19/17

Type	Date	Num	Name	Account	Paid Amount
Bill Pmt -Check	4/20/2017	7888	JG PAINTING & CONTRAC...	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	4/20/2017	7895	VALIC	1104-00 · Cash in Checking-PNC	
Bill	4/19/2017	2017-03-037		7850-01 · LOSAP Program	-16,329.06
TOTAL					-16,329.06
Bill Pmt -Check	5/18/2017	7904	JAMESBURG VOL FIRE DE...	1104-00 · Cash in Checking-PNC	
Bill	5/16/2017	2017-02-012		7750-00 · Fire Comp. Contract	-8,125.00
TOTAL					-8,125.00
Bill Pmt -Check	6/15/2017	7932	SOMERSET COUNTY EME...	1104-00 · Cash in Checking-PNC	
Bill	6/14/2017	2017-01-023		7500-03 · Training & Education	-500.00
TOTAL					-500.00