

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

Prepared By: D. Fitzgerald

Treasurer Report:

Date: 8/16/18

Reconciled balance brought forward in PNC Checking Acct from last meeting:	\$ 9,299.22
Deposits/Voiced Checks since the last meeting (see Note 1):	\$ 49,039.87
Vouchers/Fees paid/Transfers since last meeting:	\$ (27,659.91)
Current Reconciled Balance Remaining in PNC Checking Account (Note 1):	\$ 30,679.18
Reconciled PNC Savings Balance brought forward from last meeting:	\$ 121,631.05
Withdrawals/Transfers to Checking:	\$ (87,389.93)
Deposits/Interest to Savings Account (see Note 4 & 5):	\$ 231,646.58
Current Reconciled Balance Remaining in PNC Savings Account:	\$ 265,887.70
GRAND TOTAL CASH ON HAND:	\$ 296,566.88
Total Dollar Amount of Current Month Voucher List to be Paid:	\$ 30,945.30

Notes - 8/16/18 Report:

1) Payment of the current month's voucher list would result in a PNC Checking balance of: \$ (266.12) therefore a transfer FROM PNC Sav of \$20,266.12 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 \$52.67 on 7/31/18. A refund check from McMaster-Carr for \$93.91 was deposited on 7/18/18 - the item was purchased 9/19/17.

5) Fire Tax Checks are due from the Borough within 30 days following the March, May, August, and November commissioner meetings. The check representing the 1st 2 quarters of 2018 was deposited on 7/18/18, \$231,500.

8:12 PM

08/15/18

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	10,053.00	13,400.00	75.0%
6100-02 · Clerk Pay	0.00	1,500.00	0.0%
Total 6100-00 · Salary & Wages	10,053.00	14,900.00	67.5%
6400-00 · Professional Fees			
6400-01 · Legal Fees	7,416.00	17,000.00	43.6%
6400-02 · Accounting/Auditing Fees	2,877.50	15,000.00	19.2%
6400-04 · Medical Services	0.00	1,000.00	0.0%
Total 6400-00 · Professional Fees	10,293.50	33,000.00	31.2%
6400-05 · Election Expenses	1,258.96	4,000.00	31.5%
6500-00 · Office \Postage Exp			
6500-01 · Office Supplies	1,772.75	5,000.00	35.5%
6500-02 · Misc Supplies(petty cash)	0.00	200.00	0.0%
Total 6500-00 · Office \Postage Exp	1,772.75	5,200.00	34.1%
Total Expense	23,378.21	57,100.00	40.9%
Net Ordinary Income	(23,378.21)	(57,100.00)	40.9%
Other Income/Expense			
Other Expense			
7100-00 · Reimb for Exp & Losses			
7140-00 · Truck Equipment			
7140-01 · Fire Equipment	2,900.00	15,000.00	19.3%
Total 7140-00 · Truck Equipment	2,900.00	15,000.00	19.3%
7195-00 · Uniform & Equip(Firefighters)	9,135.01	15,000.00	60.9%
Total 7100-00 · Reimb for Exp & Losses	12,035.01	30,000.00	40.1%
7200-00 · Hydrant Rental Dom Water	28,869.85	58,000.00	49.8%
7400-00 · Insurance Premium	48,333.00	50,000.00	96.7%
7500-00 · Professional Services			
7500-03 · Training & Education	2,422.00	12,000.00	20.2%
Total 7500-00 · Professional Services	2,422.00	12,000.00	20.2%
7600-00 · Utilities	11,537.27	22,000.00	52.4%
7700-00 · Maint/Repairs			
7710-00 · Truck Service			
7710-01 · Radio Serv/Repair	392.00	5,000.00	7.8%
7710-02 · Fuel	0.00	5,000.00	0.0%
7710-04 · Truck Service	10,396.34	15,000.00	69.3%
7710-05 · Equipment Testing	784.80	5,000.00	15.7%
Total 7710-00 · Truck Service	11,573.14	30,000.00	38.6%
7720-00 · Air Pack & Bottle Repair	2,811.39	1,800.00	156.2%
7730-00 · Bldg Maintenance	8,318.34	32,500.00	25.6%
7740-00 · Bldg Supplies	289.88	2,000.00	14.5%
7750-00 · Fire Comp. Contract	16,250.00	32,500.00	50.0%
Total 7700-00 · Maint/Repairs	39,242.75	98,800.00	39.7%
7800-00 · Contingency	33.08	25,000.00	0.1%
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	196,534.99	348,249.00	56.4%
Net Other Income	(196,534.99)	(348,249.00)	56.4%
Net Income	(219,913.20)	(405,349.00)	54.3%

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Jamesburg Board of Fire Commissioners
Accounts Payable Voucher List
As of August 16, 2018

Date	Num	Account	Open Balance
1ST CHOICE SAFETY EQUIPMENT, LLC 8/15/2018	2018-01-012	7140-01 · Fire Equipment	2,150.00
Total 1ST CHOICE SAFETY EQUIPMENT, LLC			2,150.00
APPROVED FIRE PROTECTION CO. 8/15/2018	2018-01-026	7710-05 · Equipment Testing	237.00
Total APPROVED FIRE PROTECTION CO.			237.00
AT&T 8/15/2018	2018-03-064	7600-00 · Utilities	346.07
Total AT&T			346.07
AUTO KING PARTS & SUPPLIES 8/15/2018	2018-01-027	7710-04 · Truck Service	79.78
Total AUTO KING PARTS & SUPPLIES			79.78
BETTER LIVING DEPT. STORE 8/15/2018	2018-02-038	7730-00 · Bidg Maintenance	114.42
Total BETTER LIVING DEPT. STORE			114.42
BOROUGH OF JAMESBURG SEWER UTILITY 8/15/2018	2018-03-065	7600-00 · Utilities	240.50
Total BOROUGH OF JAMESBURG SEWER UTILITY			240.50
BRIAN H. WRIGHT 8/15/2018	2018-03-066	6100-01 · Commissioners Pay	715.00
Total BRIAN H. WRIGHT			715.00
DEBORAH A. FITZGERALD 8/15/2018	2018-03-067	6400-02 · Accounting/Auditing Fees	200.00
Total DEBORAH A. FITZGERALD			200.00
DINA WALKER 8/15/2018	2018-03-068	6100-01 · Commissioners Pay	653.00
Total DINA WALKER			653.00
FIRST RESPONDER JOINT INSURANCE FUND 8/15/2018	2018-03-069	7400-00 · Insurance Premium	14,780.00
Total FIRST RESPONDER JOINT INSURANCE FUND			14,780.00
INTERNATIONAL MUNICIPAL SIGNAL ASSOC 8/15/2018	2018-01-028	7710-01 · Radio Serv/Repair	50.00
Total INTERNATIONAL MUNICIPAL SIGNAL ASSOC			50.00
JCP&L 8/15/2018	2018-03-070	7600-00 · Utilities	898.15
Total JCP&L			898.15
JONATHON RAMPACEK 8/15/2018	2018-01-029	7600-00 · Utilities	250.00
Total JONATHON RAMPACEK			250.00
LYNETTE EMENS 8/15/2018	2018-03-071	6100-01 · Commissioners Pay	943.00
Total LYNETTE EMENS			943.00
MIDDLESEX COUNTY FIRE ACADEMY 8/15/2018	2018-01-030	7500-03 · Training & Education	84.00
8/15/2018	2018-01-030	7500-03 · Training & Education	104.00
Total MIDDLESEX COUNTY FIRE ACADEMY			188.00
NETLINK WEB SERVICES, LLC 8/15/2018	2018-03-072	6500-01 · Office Supplies	199.00
Total NETLINK WEB SERVICES, LLC			199.00
NJ-AMERICAN WATER COMP. 8/15/2018	2018-03-073	7200-00 · Hydrant Rental Dom Water	560.06
Total NJ-AMERICAN WATER COMP.			560.06
PSE&G 8/15/2018	2018-03-074	7600-00 · Utilities	80.96

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Jamesburg Board of Fire Commissioners
Accounts Payable Voucher List
As of August 16, 2018

Date	Num	Account	Open Balance
Total PSE&G			80.96
READY REFRESH BY NESTLE			
8/15/2018	2018-02-039	7730-00 · Bldg Maintenance	22.27
Total READY REFRESH BY NESTLE			22.27
RIDGEWAY LEATHERWORKS			
8/15/2018	2018-01-031	7195-00 · Uniform & Equip(Firefighters)	120.00
8/15/2018	2018-01-031	7140-01 · Fire Equipment	300.00
Total RIDGEWAY LEATHERWORKS			420.00
SANCHEZ LANDSCAPING, LLC			
8/15/2018	2018-02-040	7730-00 · Bldg Maintenance	600.00
8/15/2018	2018-02-040	7730-00 · Bldg Maintenance	30.00
Total SANCHEZ LANDSCAPING, LLC			630.00
SISBARRO FLEET SERVICE			
8/15/2018	2018-01-032	7710-04 · Truck Service	422.71
Total SISBARRO FLEET SERVICE			422.71
SKYLANDS AREA FIRE EQUIPMENT & TRAINING,			
8/15/2018	2018-01-014	7195-00 · Uniform & Equip(Firefighters)	5,381.62
8/15/2018	2018-01-033	7195-00 · Uniform & Equip(Firefighters)	140.00
Total SKYLANDS AREA FIRE EQUIPMENT & TRAINING,			5,521.62
STANDARD WASTE SERVICES			
8/15/2018	2018-02-041	7730-00 · Bldg Maintenance	132.76
Total STANDARD WASTE SERVICES			132.76
STEPHANIE RAMPACEK			
8/15/2018	2018-03-075	6100-01 · Commissioners Pay	520.00
Total STEPHANIE RAMPACEK			520.00
WARSHAUER GENERATOR LLC			
8/15/2018	2018-02-042	7730-00 · Bldg Maintenance	71.00
Total WARSHAUER GENERATOR LLC			71.00
WILLIAM STONAKER			
8/15/2018	2018-03-076	6100-01 · Commissioners Pay	520.00
Total WILLIAM STONAKER			520.00
TOTAL			<u>30,945.30</u>

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Jamesburg Board of Fire Commissioners
Monthly Check Register
 July 2018

Date	Num	Name	Memo	Amount
1104-00 - Cash in Checking-PNC				
7/19/2018	8183	ALL HANDS FIRE EQUIPMENT, LLC	INV# INV11920 6/27/18	(246.93)
7/19/2018	8184	AT&T	LOCAL & LONG DISTANCE CALLS 6/24/18	(346.08)
7/19/2018	8185	BETTER LIVING DEPT. STORE	STMT 6/25/18 INV# A378600 5/30/18	(12.98)
7/19/2018	8186	CIRCLE JANITORIAL SUPPLIES, SOUTH	INV# 19970-18 7/10/18	(289.88)
7/19/2018	8187	COMCAST	MONTHLY INTERNET 7/9/18	(104.02)
7/19/2018	8188	DEBORAH A. FITZGERALD	INV# 2018006 6/30/18	(225.00)
7/19/2018	8189	GRAINGER	INV# 9839557155 7/9/18	(195.57)
7/19/2018	8190	JAMESBURG VOL FIRE DEPT	2ND QTR 2018 CONTRACT INSTALLMENT	(8,125.00)
7/19/2018	8191	JOSEPH D YOUSOUF, ESQUIRE	INV# 311 6/21/18	(7,416.00)
7/19/2018	8192	NJ-AMERICAN WATER COMP.	A/C# 1018-210025838964 7/3/18	(4,776.11)
7/19/2018	8193	OCEAN COAST ELECTRIC, LLC	INV# 6198 7/3/18	(285.61)
7/19/2018	8194	PSE&G	INV# 503100043703 6/25/18	(86.46)
7/19/2018	8195	READY REFRESH BY NESTLE	INV# 18F7801965681 7/2/18	(22.27)
7/19/2018	8196	SEAGRAVE FIRE APPARATUS, LLC	INV# 46048 7/6/18	(3,139.81)
7/19/2018	8197	SKYLANDS AREA FIRE EQUIPMENT & TRAI...		(2,244.80)
7/19/2018	8198	STANDARD WASTE SERVICES	INV# 323090 7/1/18	(132.76)
Total 1104-00 - Cash in Checking-PNC				(27,649.28)
TOTAL				(27,649.28)

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Jamesburg Board of Fire Commissioners
Outstanding Checks
 April 2017 through July 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	7/19/2018	8188	DEBORAH A. FITZGERALD	1104-00 · Cash in Checking-PNC	
Bill	7/17/2018	2018-03-060		6400-02 · Accounting/Auditing Fees	-225.00
TOTAL					-225.00
Bill Pmt -Check	7/19/2018	8190	JAMESBURG VOL FIRE DEPT	1104-00 · Cash in Checking-PNC	
Bill	7/17/2018	2018-02-037		7750-00 · Fire Comp. Contract	-8,125.00
TOTAL					-8,125.00