

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

Prepared By: D. Fitzgerald

Treasurer Report:

Date: 8/18/16

Reconciled balance brought forward in PNC Checking Acct from last meeting:	\$ 11,324.16
Deposits/Voided Checks since the last meeting (see Note 1):	\$ 22,889.60
Vouchers/Fees paid/Transfers since last meeting:	\$ (14,213.76)
Current Reconciled Balance Remaining in PNC Checking Account (Note 1):	\$ 20,000.00
Reconciled PNC Savings Balance brought forward from last meeting:	\$ 384,062.76
Withdrawals/Transfers to Checking:	\$ (22,889.60)
Deposits/Interest to Savings Account (see Note 4):	\$ 29.87
Current Reconciled Balance Remaining in PNC Savings Account:	\$ 361,203.03
GRAND TOTAL CASH ON HAND:	\$ 381,203.03
Total Dollar Amount of Current Month Voucher List to be Paid:	\$ 45,575.97

Notes - 8/18/16 Report:

1) Payment of the current month's voucher list would result in a PNC Checking balance of: \$ (25,575.97) therefore a transfer FROM PNC Sav of **\$45,575.97** 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 \$29.87 on 7/29/16.

5) Fire Tax Checks are due from the Borough within 30 days following the March, May, August, and November commissioner meetings. 3rd Qtr 2016 check was received 8/16/16.

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Accrual Basis

Jamesburg Board of Fire Commissioners
Budgeted Appropriations vs. Actual
 January through December 2016

	Jan - Dec 16	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	7,336.00	17,000.00	43.2%
6400-02 · Accounting/Auditing Fees	8,096.81	12,000.00	67.5%
6400-04 · Medical Services	455.00	5,250.00	8.7%
Total 6400-00 · Professional Fees	15,887.81	34,250.00	46.4%
6400-05 · Election Expenses	2,777.73	3,500.00	79.4%
6500-00 · Office \Postage Exp			
6500-01 · Office Supplies	2,222.26	5,000.00	44.4%
6500-02 · Misc Supplies(petty cash)	60.00	200.00	30.0%
Total 6500-00 · Office \Postage Exp	2,282.26	5,200.00	43.9%
Total Expense	31,000.80	57,850.00	53.6%
Net Ordinary Income	(31,000.80)	(57,850.00)	53.6%
Other Income/Expense			
Other Expense			
7100-00 · Reimb for Exp & Losses			
7140-00 · Truck Equipment			
7140-01 · Fire Equipment	9,787.18	13,000.00	75.3%
Total 7140-00 · Truck Equipment	9,787.18	13,000.00	75.3%
7195-00 · Uniform & Equip(Firefighters)	9,490.11	13,000.00	73.0%
Total 7100-00 · Reimb for Exp & Losses	19,277.29	26,000.00	74.1%
7200-00 · Hydrant Rental Dom Water	33,706.03	58,000.00	58.1%
7400-00 · Insurance Premium	47,397.00	48,000.00	98.7%
7500-00 · Professional Services			
7500-01 · Advertising	0.00	500.00	0.0%
7500-03 · Training & Education	2,106.03	7,500.00	28.1%
Total 7500-00 · Professional Services	2,106.03	8,000.00	26.3%
7600-00 · Utilities	12,695.45	22,000.00	57.7%
7700-00 · Maint/Repairs			
7710-00 · Truck Service			
7710-01 · Radio Serv/Repair	2,683.00	5,000.00	53.7%
7710-02 · Fuel	0.00	5,000.00	0.0%
7710-04 · Truck Service	4,362.92	15,000.00	29.1%
7710-05 · Equipment Testing	2,415.00	5,000.00	48.3%
Total 7710-00 · Truck Service	9,460.92	30,000.00	31.5%
7720-00 · Air Pack & Bottle Repair	1,826.70	1,800.00	101.5%
7730-00 · Bldg Maintenance	16,580.12	32,500.00	51.0%
7740-00 · Bldg Supplies	552.53	2,000.00	27.6%
7750-00 · Fire Comp. Contract	24,375.00	32,500.00	75.0%
Total 7700-00 · Maint/Repairs	52,795.27	98,800.00	53.4%
7800-00 · Contingency	20.45	25,000.00	0.1%
7850-00 · LOSAP Program			
7850-01 · LOSAP Program	17,294.64	19,000.00	91.0%
Total 7850-00 · LOSAP Program	17,294.64	19,000.00	91.0%
8000-00 · Debt Service			
8010-03 · Lease Purchase-Principal	0.00	27,156.00	0.0%
8010-10 · Capital Lease-Principal	0.00	60,000.00	0.0%
8010-11 · Capital Lease-Oshkosh Princ	25,676.80	25,677.00	100.0%
8020-03 · Lease Purchase-Int.	0.00	871.00	0.0%
8020-10 · Capital Lease-Interest	0.00	2,694.00	0.0%
8020-11 · Capital Lease-Oshkosh Int	7,772.49	7,773.00	100.0%
Total 8000-00 · Debt Service	33,449.29	124,171.00	26.9%
Total Other Expense	218,741.45	428,971.00	51.0%
Net Other Income	(218,741.45)	(428,971.00)	51.0%
Net Income	(249,742.25)	(486,821.00)	51.3%

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Jamesburg Board of Fire Commissioners
Accounts Payable Voucher List
As of August 31, 2016

Date	Num	Account	Open Balance
1ST CHOICE SAFETY EQUIPMENT, LLC			
8/16/2016	2016-01-007A	7140-01 · Fire Equipment	720.00
Total 1ST CHOICE SAFETY EQUIPMENT, LLC			720.00
AT&T			
8/16/2016	2016-03-070	7600-00 · Utilities	306.73
Total AT&T			306.73
AUTO KING PARTS & SUPPLIES			
8/16/2016	2016-01-046	7710-04 · Truck Service	17.04
Total AUTO KING PARTS & SUPPLIES			17.04
BRIAN H. WRIGHT			
8/16/2016	2016-03-071	6100-01 · Commissioners Pay	715.00
Total BRIAN H. WRIGHT			715.00
COMCAST			
8/16/2016	2016-03-072	7600-00 · Utilities	108.02
Total COMCAST			108.02
DEBORAH A. FITZGERALD			
8/16/2016	2016-03-073	6400-02 · Accounting/Auditing Fees	225.00
Total DEBORAH A. FITZGERALD			225.00
DINA WALKER			
8/16/2016	2016-03-074	6100-01 · Commissioners Pay	653.00
Total DINA WALKER			653.00
FAT BOYS LANDSCAPING, LLC			
8/16/2016	2016-02-030	7730-00 · Bldg Maintenance	75.00
Total FAT BOYS LANDSCAPING, LLC			75.00
FIRST RESPONDER JOINT INSURANCE FUND			
8/16/2016	2016-03-075	7400-00 · Insurance Premium	14,155.00
Total FIRST RESPONDER JOINT INSURANCE FUND			14,155.00
GENERAL WASTE REMOVAL, INC.			
8/16/2016	2016-02-032	7730-00 · Bldg Maintenance	131.56
Total GENERAL WASTE REMOVAL, INC.			131.56
JAMESBURG VOL FIRE DEPT			
8/16/2016	2016-02-035	7750-00 · Fire Comp. Contract	8,125.00
Total JAMESBURG VOL FIRE DEPT			8,125.00
JCP&L			
8/16/2016	2016-03-076	7600-00 · Utilities	1,049.45
Total JCP&L			1,049.45
JOSEPH D YOUSOUF, ESQUIRE			
8/16/2016	2016-03-077	6400-01 · Legal Fees	7,336.00
Total JOSEPH D YOUSOUF, ESQUIRE			7,336.00
MAIN ELECTRIC SUPPLY CO., INC.			
8/16/2016	2016-02-031	7730-00 · Bldg Maintenance	44.00
Total MAIN ELECTRIC SUPPLY CO., INC.			44.00
NANCY LINKE			
8/16/2016	2016-03-078	6100-01 · Commissioners Pay	943.00
Total NANCY LINKE			943.00
NEW JERSEY FIRE EQUIPMENT CO.			
8/16/2016	2016-01-035	7140-01 · Fire Equipment	1,870.00
Total NEW JERSEY FIRE EQUIPMENT CO.			1,870.00
NJ-AMERICAN WATER COMP.			
8/16/2016	2016-03-079	7200-00 · Hydrant Rental Dom Water	47.84
8/16/2016	2016-03-079	7200-00 · Hydrant Rental Dom Water	4,735.50
Total NJ-AMERICAN WATER COMP.			4,783.34
PATRICK CONNELLY			
8/16/2016	2016-03-080	6100-01 · Commissioners Pay	520.00

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Jamesburg Board of Fire Commissioners
Accounts Payable Voucher List
As of August 31, 2016

<u>Date</u>	<u>Num</u>	<u>Account</u>	<u>Open Balance</u>
Total PATRICK CONNELLY			520.00
PSE&G			
8/16/2016	2016-03-081	7600-00 · Utilities	81.33
Total PSE&G			81.33
READY REFRESH BY NESTLE			
8/16/2016	2016-02-034	7730-00 · Bldg Maintenance	20.27
Total READY REFRESH BY NESTLE			20.27
SISBARRO TOWING & RECOVERY LLC			
8/16/2016	2016-01-047	7710-04 · Truck Service	285.00
Total SISBARRO TOWING & RECOVERY LLC			285.00
TASC FIRE APPARATUS, INC.			
8/16/2016	2016-01-036	7710-05 · Equipment Testing	2,300.00
Total TASC FIRE APPARATUS, INC.			2,300.00
WARSHAUER GENERATOR LLC			
8/16/2016	2016-02-029	7730-00 · Bldg Maintenance	592.23
Total WARSHAUER GENERATOR LLC			592.23
WILLIAM STONAKER			
8/16/2016	2016-03-082	6100-01 · Commissioners Pay	520.00
Total WILLIAM STONAKER			520.00
TOTAL			45,575.97

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Jamesburg Board of Fire Commissioners
Monthly Check Register
 July 2016

Date	Num	Name	Memo	Amount
1104-00 · Cash in Checking-PNC				
7/21/2016	7711	APPROVED FIRE PROTECTION CO.	INV# 11166871 6/15/16	(57.50)
7/21/2016	7712	AT&T	LOCAL & LONG DISTANCE 6/24/16	(301.20)
7/21/2016	7713	BOROUGH OF JAMESBURG SEWER UTILITY	3RD QTR 2016 SEWER	(217.90)
7/21/2016	7714	CIRCLE JANITORIAL SUPPLIES, SOUTH	INV# 17952-16 6/27/16	(221.65)
7/21/2016	7715	COMCAST	MONTHLY INTERNET 7/3/16	(108.02)
7/21/2016	7716	DEBORAH A. FITZGERALD	INV# 2016006 6/30/16	(250.00)
7/21/2016	7717	EMERGENCY SERVICES SYSTEMS, INC.	INV# 1504 6/15/16	(1,286.84)
7/21/2016	7718	FAT BOYS LANDSCAPING, LLC	INV# 600 5/1/16, 601 5/31/16, 602 7/5/16	(600.00)
7/21/2016	7719	GENERAL WASTE REMOVAL, INC.	INV# 67100030 7/1/16	(131.56)
7/21/2016	7720	JAMESBURG HARDWARE & APPLIANCE	INV# A70789 6/18/16	(4.49)
7/21/2016	7721	JCP&L	ELECTRIC 6/14/16, 7/14/16	(1,765.34)
7/21/2016	7722	MC MASTER-CARR SUPPLY CO.	INV# 67605278 6/28/16	(181.03)
7/21/2016	7723	NETLINK WEB SERVICES, LLC	INV# NWS1878 6/1/16, NWS1892 7/1/16	(398.00)
7/21/2016	7724	NEW JERSEY FIRE EQUIPMENT CO.	INV# 50524 7/1/16	(1,826.70)
7/21/2016	7725	NJ-AMERICAN WATER COMP.	A/C# 1018-210028471827 7/12/16, 1018-210025838964 7/5	(5,037.82)
7/21/2016	7726	PSE&G	GAS 5/20/16, 6/21/16	(213.19)
7/21/2016	7727	READY REFRESH BY NESTLE	INV# 16F7801965661 7/5/16	(20.27)
7/21/2016	7728	RELIABLE FIRE PROTECTION	INV# 360950 7/11/16	(383.25)
7/21/2016	7729	THE HOSE DUMMY COMPANY, LLC	INV# 103 6/27/16	(750.00)
7/21/2016	7730	VIKING PEST CONTROL, INC.	INV# 18570348 4/9/16	(135.00)
7/21/2016	7731	WIRELESS ELECTRONICS, INC	INV# S51016362 6/29/16	(324.00)
Total 1104-00 · Cash in Checking-PNC				(14,213.76)
TOTAL				(14,213.76)

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Jamesburg Board of Fire Commissioners

Outstanding Checks

June through July 2016

Type	Date	Num	Name	Account	Paid Amount
Bill Pmt -Check	6/16/2016	7707	SWEET SIGN SYSTEMS, IN...	1104-00 · Cash in Checking-PNC	
Bill	6/14/2016	2016-01-040		7140-01 · Fire Equipment	-168.00
TOTAL					-168.00
Bill Pmt -Check	7/21/2016	7719	GENERAL WASTE REMOV...	1104-00 · Cash in Checking-PNC	
Bill	7/20/2016	2016-02-025		7730-00 · Bldg Maintenance	-131.56
TOTAL					-131.56
Bill Pmt -Check	7/21/2016	7725	NJ-AMERICAN WATER CO...	1104-00 · Cash in Checking-PNC	
Bill	7/20/2016	2016-03-068		7200-00 · Hydrant Rental Dom Wa...	-247.81
				7200-00 · Hydrant Rental Dom Wa...	-54.51
				7200-00 · Hydrant Rental Dom Wa...	-4,735.50
TOTAL					-5,037.82
Bill Pmt -Check	7/21/2016	7727	READY REFRESH BY NES...	1104-00 · Cash in Checking-PNC	
Bill	7/20/2016	2016-02-026		7730-00 · Bldg Maintenance	-20.27
TOTAL					-20.27