

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

Prepared By: D. Fitzgerald

Treasurer Report:

Date: 8/20/15

|   |                      |
|---|----------------------|
| Reconciled balance brought forward in <b>PNC Checking</b> Acct from last meeting: | \$ 19,996.00         |
| Deposits/Voided Checks since the last meeting (see Note 1):                       | \$ 50,402.10         |
| Vouchers/Fees paid/Transfers since last meeting (see Note 5):                     | \$ (50,607.88)       |
| Current Reconciled Balance Remaining in PNC Checking Account (Note 1):            | <b>\$ 19,790.22</b>  |
| <br>  |                      |
| Reconciled <b>PNC Savings</b> Balance brought forward from last meeting:          | \$ 404,034.39        |
| Withdrawals/Transfers to Checking:  | \$ (50,402.10)       |
| Deposits/Interest to Savings Account (see Note 4):                                | \$ 32.10             |
| Current Reconciled Balance Remaining in PNC Savings Account:                      | <b>\$ 353,664.39</b> |
| <br>  |                      |
| GRAND TOTAL CASH ON HAND:   | <b>\$ 373,454.61</b> |
| <br>  |                      |
| Total Dollar Amount of Current Month Voucher List to be Paid:                     | <b>\$ 45,673.94</b>  |

**Notes - 8/20/15 Report:**

1) Payment of the current month's voucher list would result in a PNC Checking balance of: (\$25,883.72) therefore a transfer FROM PNC Sav of **\$45,883.72** needs to be made in order to maintain the control balance of **\$20,000.00**. Check #7467 for \$31,574.80, payable to Hertrich Fleet Services, was cut after last month's meeting to cover the cost of the new chief's vehicle.

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 \$32.10 on 7/31/15.

5) Reflects checks cut in July, plus the fee deducted for the printing of new check stock, \$207.47, on 8/6/15.

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

|   | Jan - Dec 15        | Budget              | % of Budget  |
|---|---------------------|---------------------|--------------|
| <b>Ordinary Income/Expense</b>                    |                     |                     |              |
| <b>Expense</b>                                    |                     |                     |              |
| 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%         |
| <b>Total 6100-00 · Salary &amp; Wages</b>         | <b>10,053.00</b>    | <b>14,900.00</b>    | <b>67.5%</b> |
| 6400-00 · Professional Fees                       |                     |                     |              |
| 6400-01 · Legal Fees                              | 4,734.32            | 17,000.00           | 27.8%        |
| 6400-02 · Accounting/Auditing Fees                | 7,756.86            | 12,000.00           | 64.6%        |
| 6400-04 · Medical Services                        | 4,320.00            | 5,250.00            | 82.3%        |
| <b>Total 6400-00 · Professional Fees</b>          | <b>16,811.18</b>    | <b>34,250.00</b>    | <b>49.1%</b> |
| 6400-05 · Election Expenses                       | 521.00              | 3,500.00            | 14.9%        |
| 6500-00 · Office \Postage Exp                     |                     |                     |              |
| 6500-01 · Office Supplies                         | 1,896.33            | 5,000.00            | 37.9%        |
| 6500-02 · Misc Supplies(petty cash)               | 189.00              | 200.00              | 94.5%        |
| <b>Total 6500-00 · Office \Postage Exp</b>        | <b>2,085.33</b>     | <b>5,200.00</b>     | <b>40.1%</b> |
| <b>Total Expense</b>                              | <b>29,470.51</b>    | <b>57,850.00</b>    | <b>50.9%</b> |
| <b>Net Ordinary Income</b>                        | <b>(29,470.51)</b>  | <b>(57,850.00)</b>  | <b>50.9%</b> |
| <b>Other Income/Expense</b>                       |                     |                     |              |
| <b>Other Expense</b>                              |                     |                     |              |
| 7100-00 · Reimb for Exp & Losses                  |                     |                     |              |
| 7140-00 · Truck Equipment                         |                     |                     |              |
| 7140-01 · Fire Equipment                          | 1,215.16            | 13,000.00           | 9.3%         |
| <b>Total 7140-00 · Truck Equipment</b>            | <b>1,215.16</b>     | <b>13,000.00</b>    | <b>9.3%</b>  |
| 7195-00 · Uniform & Equip(Firefighters)           | 10,435.98           | 10,000.00           | 104.4%       |
| <b>Total 7100-00 · Reimb for Exp &amp; Losses</b> | <b>11,651.14</b>    | <b>23,000.00</b>    | <b>50.7%</b> |
| 7200-00 · Hydrant Rental Dom Water                | 32,275.86           | 56,000.00           | 57.6%        |
| 7400-00 · Insurance Premium                       | 46,441.00           | 46,000.00           | 101.0%       |
| 7500-00 · Professional Services                   |                     |                     |              |
| 7500-01 · Advertising                             | 110.24              | 750.00              | 14.7%        |
| 7500-03 · Training & Education                    | 3,451.98            | 7,500.00            | 46.0%        |
| <b>Total 7500-00 · Professional Services</b>      | <b>3,562.22</b>     | <b>8,250.00</b>     | <b>43.2%</b> |
| 7600-00 · Utilities                               | 12,712.96           | 23,000.00           | 55.3%        |
| 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                           | 2,869.05            | 15,000.00           | 19.1%        |
| 7710-05 · Equipment Testing                       | 191.62              | 5,000.00            | 3.8%         |
| <b>Total 7710-00 · Truck Service</b>              | <b>3,594.67</b>     | <b>30,000.00</b>    | <b>12.0%</b> |
| 7720-00 · Air Pack & Bottle Repair                | 0.00                | 1,800.00            | 0.0%         |
| 7730-00 · Bldg Maintenance                        | 13,554.72           | 39,000.00           | 34.8%        |
| 7740-00 · Bldg Supplies                           | 1,276.29            | 2,000.00            | 63.8%        |
| 7750-00 · Fire Comp. Contract                     | 24,375.00           | 32,500.00           | 75.0%        |
| <b>Total 7700-00 · Maint/Repairs</b>              | <b>42,800.68</b>    | <b>105,300.00</b>   | <b>40.6%</b> |
| 7800-00 · Contingency                             | (1,856.30)          | 25,000.00           | (7.4)%       |
| 7850-00 · LOSAP Program                           |                     |                     |              |
| 7850-01 · LOSAP Program                           | 14,412.20           | 19,000.00           | 75.9%        |
| <b>Total 7850-00 · LOSAP Program</b>              | <b>14,412.20</b>    | <b>19,000.00</b>    | <b>75.9%</b> |
| 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%       |
| <b>Total 8000-00 · Debt Service</b>               | <b>33,449.29</b>    | <b>116,416.00</b>   | <b>28.7%</b> |
| 9000-00 · Special Projects                        |                     |                     |              |
| 9200-00 · Capital Project-Fire Equipment          | 31,574.80           |                     |              |
| <b>Total 9000-00 · Special Projects</b>           | <b>31,574.80</b>    |                     |              |
| <b>Total Other Expense</b>                        | <b>227,023.85</b>   | <b>421,966.00</b>   | <b>53.8%</b> |
| <b>Net Other Income</b>                           | <b>(227,023.85)</b> | <b>(421,966.00)</b> | <b>53.8%</b> |
| <b>Net Income</b>                                 | <b>(256,494.36)</b> | <b>(479,816.00)</b> | <b>53.5%</b> |

08/18/15

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

| Date  | Num         | Account                                 | Open Balance |
|---|-------------|---|--------------|
| <b>APPROVED FIRE PROTECTION CO.</b>         |             |   |              |
| 8/17/2015                                   | 2015-01-022 | 7195-00 · Uniform & Equip(Firefighters) | 799.50       |
| 8/17/2015                                   | 2015-01-031 | 7710-05 · Equipment Testing             | 30.12        |
| Total APPROVED FIRE PROTECTION CO.          |             |   | 829.62       |
| <b>AT&amp;T</b>                             |             |   |              |
| 8/17/2015                                   | 2015-03-071 | 7600-00 · Utilities                     | 273.03       |
| Total AT&T                                  |             |   | 273.03       |
| <b>AUTO KING PARTS &amp; SUPPLIES</b>       |             |   |              |
| 8/17/2015                                   | 2015-01-032 | 7710-04 · Truck Service                 | 100.26       |
| Total AUTO KING PARTS & SUPPLIES            |             |   | 100.26       |
| <b>BOROUGH OF JAMESBURG SEWER UTILITY</b>   |             |   |              |
| 8/17/2015                                   | 2015-03-072 | 7600-00 · Utilities                     | 236.75       |
| Total BOROUGH OF JAMESBURG SEWER UTILITY    |             |   | 236.75       |
| <b>BRIAN H. WRIGHT</b>                      |             |   |              |
| 8/17/2015                                   | 2015-03-073 | 6100-01 · Commissioners Pay             | 715.00       |
| Total BRIAN H. WRIGHT                       |             |   | 715.00       |
| <b>COMCAST</b>                              |             |   |              |
| 8/17/2015                                   | 2015-03-074 | 7600-00 · Utilities                     | 105.04       |
| Total COMCAST                               |             |   | 105.04       |
| <b>DEBORAH A. FITZGERALD</b>                |             |   |              |
| 8/17/2015                                   | 2015-03-075 | 6400-02 · Accounting/Auditing Fees      | 250.00       |
| Total DEBORAH A. FITZGERALD                 |             |   | 250.00       |
| <b>DEER PARK DIRECT</b>                     |             |   |              |
| 8/17/2015                                   | 2015-02-034 | 7730-00 · Bldg Maintenance              | 17.77        |
| Total DEER PARK DIRECT                      |             |   | 17.77        |
| <b>DINA WALKER</b>                          |             |   |              |
| 8/17/2015                                   | 2015-03-076 | 6100-01 · Commissioners Pay             | 653.00       |
| Total DINA WALKER                           |             |   | 653.00       |
| <b>EMERGENCY EQUIPMENT SALES, LLC</b>       |             |   |              |
| 8/17/2015                                   | 2015-01-024 | 7195-00 · Uniform & Equip(Firefighters) | 241.14       |
| 8/17/2015                                   | 2015-01-033 | 7195-00 · Uniform & Equip(Firefighters) | 1,222.00     |
| Total EMERGENCY EQUIPMENT SALES, LLC        |             |   | 1,463.14     |
| <b>FIRST RESPONDER JOINT INSURANCE FUND</b> |             |   |              |
| 8/17/2015                                   | 2015-03-077 | 7400-00 · Insurance Premium             | 13,751.00    |
| Total FIRST RESPONDER JOINT INSURANCE FUND  |             |   | 13,751.00    |
| <b>GENERAL WASTE REMOVAL, INC.</b>          |             |   |              |
| 8/17/2015                                   | 2015-02-035 | 7730-00 · Bldg Maintenance              | 131.56       |
| Total GENERAL WASTE REMOVAL, INC.           |             |   | 131.56       |
| <b>JAMESBURG VOL FIRE DEPT</b>              |             |   |              |
| 8/17/2015                                   | 2015-02-036 | 7750-00 · Fire Comp. Contract           | 16,250.00    |
| Total JAMESBURG VOL FIRE DEPT               |             |   | 16,250.00    |
| <b>JCP&amp;L</b>                            |             |   |              |
| 8/17/2015                                   | 2015-03-078 | 7600-00 · Utilities                     | 1,009.02     |
| Total JCP&L                                 |             |   | 1,009.02     |
| <b>MERCER COUNTY COMMUNITY COLLEGE</b>      |             |   |              |
| 8/17/2015                                   | 2015-01-034 | 7500-03 · Training & Education          | 640.00       |
| Total MERCER COUNTY COMMUNITY COLLEGE       |             |   | 640.00       |
| <b>MIDDLESEX COUNTY FIRE ACADEMY</b>        |             |   |              |
| 8/17/2015                                   | 2015-01-035 | 7500-03 · Training & Education          | 104.00       |
| Total MIDDLESEX COUNTY FIRE ACADEMY         |             |   | 104.00       |
| <b>MINERVA CLEANERS, LLC</b>                |             |   |              |
| 8/17/2015                                   | 2015-01-036 | 7195-00 · Uniform & Equip(Firefighters) | 288.25       |
| Total MINERVA CLEANERS, LLC                 |             |   | 288.25       |
| <b>NANCY LINKE</b>                          |             |   |              |

08/18/15

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

| Date                                 | Num         | Account                                 | Open Balance     |
|--------------------------------------|-------------|---|------------------|
| 8/17/2015                            | 2015-03-079 | 6100-01 · Commissioners Pay             | 943.00           |
| Total NANCY LINKE                    |             |   | 943.00           |
| <b>NETLINK WEB SERVICES, LLC</b>     |             |   |                  |
| 8/17/2015                            | 2015-03-080 | 6500-01 · Office Supplies               | 199.00           |
| Total NETLINK WEB SERVICES, LLC      |             |   | 199.00           |
| <b>NEW JERSEY FIRE EQUIPMENT CO.</b> |             |   |                  |
| 8/17/2015                            | 2015-01-026 | 7195-00 · Uniform & Equip(Firefighters) | 1,333.00         |
| Total NEW JERSEY FIRE EQUIPMENT CO.  |             |   | 1,333.00         |
| <b>NJ-AMERICAN WATER COMP.</b>       |             |   |                  |
| 8/17/2015                            | 2015-03-081 | 7200-00 · Hydrant Rental Dom Water      | 4,578.00         |
| 8/17/2015                            | 2015-03-081 | 7200-00 · Hydrant Rental Dom Water      | 19.94            |
| 8/17/2015                            | 2015-03-081 | 7200-00 · Hydrant Rental Dom Water      | 32.69            |
| Total NJ-AMERICAN WATER COMP.        |             |   | 4,630.63         |
| <b>NJ MOTOR VEHICLE SERVICES</b>     |             |   |                  |
| 8/17/2015                            | 2015-03-082 | 6500-02 · Misc Supplies(petty cash)     | 60.00            |
| Total NJ MOTOR VEHICLE SERVICES      |             |   | 60.00            |
| <b>NORTHEASTERN BUILDING SUPPLY</b>  |             |   |                  |
| 8/17/2015                            | 2015-01-027 | 7500-03 · Training & Education          | 574.98           |
| Total NORTHEASTERN BUILDING SUPPLY   |             |   | 574.98           |
| <b>PATRICK CONNELLY</b>              |             |   |                  |
| 8/17/2015                            | 2015-03-083 | 6100-01 · Commissioners Pay             | 520.00           |
| Total PATRICK CONNELLY               |             |   | 520.00           |
| <b>PSE&amp;G</b>                     |             |   |                  |
| 8/17/2015                            | 2015-03-084 | 7600-00 · Utilities                     | 75.89            |
| Total PSE&G                          |             |   | 75.89            |
| <b>WILLIAM STONAKER</b>              |             |   |                  |
| 8/17/2015                            | 2015-03-085 | 6100-01 · Commissioners Pay             | 520.00           |
| Total WILLIAM STONAKER               |             |   | 520.00           |
| <b>TOTAL</b>                         |             |   | <b>45,673.94</b> |



**Jamesburg Board of Fire Commissioners**  
**Monthly Check Register**  
 July 2015

08/17/15

| Date                                  | Num  | Name                                 | Memo  | Amount             |
|---------------------------------------|------|--------------------------------------|---|--------------------|
| <b>1104-00 · Cash in Checking-PNC</b> |      |                                      |   |                    |
| 7/16/2015                             | 7448 | AT&T                                 | LOCAL & LONG DISTANCE 6/24/15                 | (273.56)           |
| 7/16/2015                             | 7449 | BETTER LIVING DEPT. STORE            |   | (85.16)            |
| 7/16/2015                             | 7450 | CIRCLE JANITORIAL SUPPLIES, SOUTH    | INV# 16957-15 7/1/15                          | (459.59)           |
| 7/16/2015                             | 7451 | COMCAST                              | INTERNET & TV SVC 7/3/15                      | (105.04)           |
| 7/16/2015                             | 7452 | DEBORAH A. FITZGERALD                | INV# 2015006 6/30/15                          | (150.00)           |
| 7/16/2015                             | 7453 | DEER PARK DIRECT                     | INV# 05F7801965661 7/2/15                     | (17.26)            |
| 7/16/2015                             | 7454 | EMERGENCY EQUIPMENT SALES, LLC       | INV# 14-0066 1/20/14, 14-0067 1/20/14 BAL DUE | (1,510.00)         |
| 7/16/2015                             | 7455 | FAT BOYS LANDSCAPING, LLC            | INV# 400 6/1/15                               | (275.00)           |
| 7/16/2015                             | 7456 | FIRSTLINE LOCKSMITH, LLC             | INV# JFD070615, JFD061215                     | (280.96)           |
| 7/16/2015                             | 7457 | GENERAL WASTE REMOVAL, INC.          | INV# 57100035 7/1/15                          | (131.56)           |
| 7/16/2015                             | 7458 | GREEN ROCK LANDSCAPE SERVICE & MO... |   | (9,175.00)         |
| 7/16/2015                             | 7459 | JAMESBURG HARDWARE & APPLIANCE       | INV# A41234 6/3/15, A42693 6/20/15            | (79.83)            |
| 7/16/2015                             | 7460 | JCP&L                                | ELECTRIC 6/16/15                              | (821.76)           |
| 7/16/2015                             | 7461 | NETLINK WEB SERVICES, LLC            | INV# NWS1737 7/1/15                           | (199.00)           |
| 7/16/2015                             | 7462 | NEW JERSEY PRESS MEDIA               | INV# 0029322458 6/28/15                       | (110.24)           |
| 7/16/2015                             | 7463 | NJ-AMERICAN WATER COMP.              | A/C# 1018-210025838964 7/2/15                 | (4,578.00)         |
| 7/16/2015                             | 7464 | PEREZ + RADOSTI ASSOCIATES, P.C.     | INV# 13-049-2 6/2/15                          | (300.00)           |
| 7/16/2015                             | 7465 | PSE&G                                | GAS 6/23/15                                   | (84.84)            |
| 7/16/2015                             | 7466 | RELIABLE FIRE PROTECTION             | INV# 354850 7/2/15                            | (186.50)           |
| 7/16/2015                             | 7467 | HERTRICH FLEET SERVICES, INC.        | INV# 22103 7/15/15                            | (31,574.80)        |
| Total 1104-00 · Cash in Checking-PNC  |      |                                      |   | (50,398.10)        |
| <b>TOTAL</b>                          |      |                                      |   | <b>(50,398.10)</b> |

**Jamesburg Board of Fire Commissioners**

**Outstanding Checks**

February through July 2015

08/17/15

| 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 | 7/16/2015 | 7452         | DEBORAH A. FITZGERALD     | 1104-00 · Cash in Checking-PNC         |             |
| Bill            | 7/14/2015 | 2015-03-064  |                           | 6400-02 · Accounting/Auditing Fees     | -150.00     |
| TOTAL           |           |              |                           |  | -150.00     |
| Bill Pmt -Check | 7/16/2015 | 7467         | HERTRICH FLEET SERVIC...  | 1104-00 · Cash in Checking-PNC         |             |
| Bill            | 7/16/2015 | 2015-01-1001 |                           | 9200-00 · Capital Project-Fire Equi... | -31,574.80  |
| TOTAL           |           |              |                           |  | -31,574.80  |