

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

Prepared By: D. Fitzgerald

Treasurer Report:

Date: 9/20/18

Reconciled balance brought forward in **PNC Checking** Acct from last meeting: \$ 30,679.18

Deposits/Voided Checks since the last meeting (see Note 1): \$ 20,266.12

Vouchers/Fees paid/Transfers since last meeting: \$ (30,950.29)

Current Reconciled Balance Remaining in PNC Checking Account (Note 1): **\$ 19,995.01**

Reconciled **PNC Savings** Balance brought forward from last meeting: \$ 304,237.76

****CORRECTED - SEE ATTACHED PAGE****

Withdrawals/Transfers to Checking: \$ (20,266.12)

Deposits/Interest to Savings Account (see Note 4 & 5): \$ 115,848.03

Current Reconciled Balance Remaining in PNC Savings Account: **\$ 399,819.67**

****MATCHES BALANCE IN BANK ONLINE****

GRAND TOTAL CASH ON HAND: **\$ 419,814.68**

Total Dollar Amount of Current Month Voucher List to be Paid: **\$ 21,748.19**

Notes - 9/20/18 Report:

1) Payment of the current month's voucher list would result in a PNC Checking balance of: \$ (1,753.18) therefore a transfer FROM PNC Sav of **\$21,753.18** 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 \$98.03 on 8/31/18.

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 3rd quarter of 2018 was deposited on 9/13/18, \$115,750.

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

Prepared By: D. Fitzgerald

Treasurer Report:

Date: 8/16/18 *CORRECTED PNC SAVINGS BALANCE + CASH ON HAND*****

Reconciled balance brought forward in PNC Checking Acct from last meeting:	\$ 9,299.22
Deposits/Voided 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:	\$ (49,039.87)
Deposits/Interest to Savings Account (see Note 4 & 5):	\$ 231,646.58
Current Reconciled Balance Remaining in PNC Savings Account: ***WAS PREVIOUSLY REPORTED AS \$265,887.70***	\$ 304,237.76
GRAND TOTAL CASH ON HAND: ***WAS PREVIOUSLY REPORTED AS \$296,566.88***	\$ 334,916.94
Total Dollar Amount of Current Month Voucher List to be Paid:	\$ 30,945.30

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	3,115.00	15,000.00	20.8%
6400-04 · Medical Services	0.00	1,000.00	0.0%
Total 6400-00 · Professional Fees	10,531.00	33,000.00	31.9%
6400-05 · Election Expenses	1,258.96	4,000.00	31.5%
6500-00 · Office \Postage Exp			
6500-01 · Office Supplies	2,059.74	5,000.00	41.2%
6500-02 · Misc Supplies(petty cash)	0.00	200.00	0.0%
Total 6500-00 · Office \Postage Exp	2,059.74	5,200.00	39.6%
Total Expense	23,902.70	57,100.00	41.9%
Net Ordinary Income	(23,902.70)	(57,100.00)	41.9%
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)	10,200.58	15,000.00	68.0%
Total 7100-00 · Reimb for Exp & Losses	13,100.58	30,000.00	43.7%
7200-00 · Hydrant Rental Dom Water	39,268.94	58,000.00	67.7%
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	14,003.42	22,000.00	63.7%
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	17,384.35	15,000.00	115.9%
7710-05 · Equipment Testing	784.80	5,000.00	15.7%
Total 7710-00 · Truck Service	18,561.15	30,000.00	61.9%
7720-00 · Air Pack & Bottle Repair	2,811.39	1,800.00	156.2%
7730-00 · Bldg Maintenance	8,623.22	32,500.00	26.5%
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	46,535.64	98,800.00	47.1%
7800-00 · Contingency	38.07	25,000.00	0.2%
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	217,763.68	348,249.00	62.5%
Net Other Income	(217,763.68)	(348,249.00)	62.5%
Net Income	(241,666.38)	(405,349.00)	59.6%

09/19/18

Jamesburg Board of Fire Commissioners
Accounts Payable Voucher List
 As of September 19, 2018

Date	Num	Account	Open Balance
AT&T			
9/19/2018	2018-03-077	7600-00 · Utilities	365.36
Total AT&T			365.36
AUTO KING PARTS & SUPPLIES			
9/19/2018	2018-01-037	7710-04 · Truck Service	35.88
Total AUTO KING PARTS & SUPPLIES			35.88
CENTRAL JERSEY SECURITY			
9/19/2018	2018-02-043	7730-00 · Bldg Maintenance	149.85
Total CENTRAL JERSEY SECURITY			149.85
COMCAST			
9/19/2018	2018-03-078	7600-00 · Utilities	104.02
9/19/2018	2018-03-078	7600-00 · Utilities	104.02
Total COMCAST			208.04
DEBORAH A. FITZGERALD			
9/19/2018	2018-03-079	6400-02 · Accounting/Auditing Fees	237.50
Total DEBORAH A. FITZGERALD			237.50
DOUG'S HOSE DUMMIES, LLC			
9/19/2018	2018-01-034	7195-00 · Uniform & Equip(Firefighters)	400.00
Total DOUG'S HOSE DUMMIES, LLC			400.00
GRAINGER			
9/19/2018	2018-01-038	7195-00 · Uniform & Equip(Firefighters)	195.57
Total GRAINGER			195.57
JCP&L			
9/19/2018	2018-03-080	7600-00 · Utilities	821.21
9/19/2018	2018-03-080	7600-00 · Utilities	994.11
Total JCP&L			1,815.32
NETLINK WEB SERVICES, LLC			
9/19/2018	2018-03-081	6500-01 · Office Supplies	199.00
Total NETLINK WEB SERVICES, LLC			199.00
NJ-AMERICAN WATER COMP.			
9/19/2018	2018-03-082	7200-00 · Hydrant Rental Dom Water	31.33
9/19/2018	2018-03-082	7200-00 · Hydrant Rental Dom Water	354.96
9/19/2018	2018-03-082	7200-00 · Hydrant Rental Dom Water	5,006.40
9/19/2018	2018-03-082	7200-00 · Hydrant Rental Dom Water	5,006.40
Total NJ-AMERICAN WATER COMP.			10,399.09
PERRINE BUICK-PONTIAC-GMC			
9/19/2018	2018-01-039	7710-04 · Truck Service	49.95
Total PERRINE BUICK-PONTIAC-GMC			49.95
PSE&G			
9/19/2018	2018-03-083	7600-00 · Utilities	77.43
Total PSE&G			77.43
READY REFRESH BY NESTLE			
9/19/2018	2018-02-044	7730-00 · Bldg Maintenance	22.27
Total READY REFRESH BY NESTLE			22.27
SEAGRAVE FIRE APPARATUS, LLC			
9/19/2018	2018-01-040	7710-04 · Truck Service	3,940.66
9/19/2018	2018-01-040	7710-04 · Truck Service	2,961.52
Total SEAGRAVE FIRE APPARATUS, LLC			6,902.18
SKYLANDS AREA FIRE EQUIPMENT & TRAINING,			
9/19/2018	2018-01-041	7195-00 · Uniform & Equip(Firefighters)	85.00
9/19/2018	2018-01-021	7195-00 · Uniform & Equip(Firefighters)	385.00
Total SKYLANDS AREA FIRE EQUIPMENT & TRAINING,			470.00
STANDARD WASTE SERVICES			
9/19/2018	2018-02-045	7730-00 · Bldg Maintenance	132.76
Total STANDARD WASTE SERVICES			132.76
W.B. MASON CO. INC.			

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Jamesburg Board of Fire Commissioners
Accounts Payable Voucher List
As of September 19, 2018

<u>Date</u>	<u>Num</u>	<u>Account</u>	<u>Open Balance</u>
9/19/2018	2018-03-084	6500-01 · Office Supplies	87.99
Total W.B. MASON CO. INC.			87.99
TOTAL			<u>21,748.19</u>

Jamesburg Board of Fire Commissioners

Monthly Check Register

August 2018

09/19/18

Date	Num	Name	Memo	Amount
1104-00 - Cash in Checking-PNC				
8/16/2018	8199	1ST CHOICE SAFETY EQUIPMENT, LLC	INV# 10138 7/25/18	(2,150.00)
8/16/2018	8200	APPROVED FIRE PROTECTION CO.	INV# 19681 6/21/18	(237.00)
8/16/2018	8201	AT&T	LOCAL & LONG DISTANCE CALLS 7/24/18	(346.07)
8/16/2018	8202	AUTO KING PARTS & SUPPLIES	A/C# J2100 INV# 567011 7/26/18, 567605 7/31/18	(79.78)
8/16/2018	8203	BETTER LIVING DEPT. STORE	STMT 7/25/18 INV# A382341, A385006	(114.42)
8/16/2018	8204	BOROUGH OF JAMESBURG SEWER UTILITY	3RD QTR 2018 SEWER USER CHARGE 7/18/18	(240.50)
8/16/2018	8205	BRIAN H. WRIGHT	3RD QTR 2018 COMMISSIONERS FEES	(715.00)
8/16/2018	8206	DEBORAH A. FITZGERALD	INV# 2018007 7/31/18	(200.00)
8/16/2018	8207	DINA WALKER	3RD QTR 2018 COMMISSIONERS FEES	(653.00)
8/16/2018	8208	FIRST RESPONDER JOINT INSURANCE FUND	FINAL INSTALL- W/COMP, PKG, MGMT LIAB, ENVL, EXCESS...	(14,780.00)
8/16/2018	8209	INTERNATIONAL MUNICIPAL SIGNAL ASSOC	INV# M180537 8/3/18	(50.00)
8/16/2018	8210	JCP&L	ELECTRIC 7/12/18	(898.15)
8/16/2018	8211	JONATHON RAMPACEK	CHEIF CELLPHONE REIMB 2/8/18-7/7/18 (5 INVOICES)	(250.00)
8/16/2018	8212	LYNETTE EMENS	3RD QTR 2018 COMMISSIONERS FEES	(943.00)
8/16/2018	8213	MIDDLESEX COUNTY FIRE ACADEMY	INV# 02-1912-17 10/27/17, 02-1904-17 9/20/17	(188.00)
8/16/2018	8214	NETLINK WEB SERVICES, LLC	INV# NWS2218 8/1/18	(199.00)
8/16/2018	8215	NJ-AMERICAN WATER COMP.	A/C# 1018-210028471827 7/17/18	(560.06)
8/16/2018	8216	PSE&G	GAS 7/25/18	(80.96)
8/16/2018	8217	READY REFRESH BY NESTLE	INV# 18G7801965661 8/2/18	(22.27)
8/16/2018	8218	RIDGEWAY LEATHERWORKS	INV# 1806 4/28/18	(420.00)
8/16/2018	8219	SANCHEZ LANDSCAPING, LLC	INV# 2466 8/10/18, #2465 8/11/18	(630.00)
8/16/2018	8220	SISBARRO FLEET SERVICE	INV# 1044 3/16/18	(422.71)
8/16/2018	8221	SKYLANDS AREA FIRE EQUIPMENT & TRAI...		(5,521.62)
8/16/2018	8222	STANDARD WASTE SERVICES	INV# 325245 8/1/18	(132.76)
8/16/2018	8223	STEPHANIE RAMPACEK	3RD QTR 2018 COMMISSIONERS FEES	(520.00)
8/16/2018	8224	WARSHAUER GENERATOR LLC	INV# 44953 3/15/18	(71.00)
8/16/2018	8225	WILLIAM STONAKER	3RD QTR 2018 COMMISSIONERS FEES	(520.00)
Total 1104-00 - Cash in Checking-PNC				(30,945.30)
TOTAL				(30,945.30)

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Jamesburg Board of Fire Commissioners
Outstanding Checks
 April 2017 through August 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	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
Bill Pmt -Check	8/16/2018	8211	JONATHON RAMPACEK	1104-00 · Cash in Checking-PNC	
Bill	8/15/2018	2018-01-029		7600-00 · Utilities	-250.00
TOTAL					-250.00
Bill Pmt -Check	8/16/2018	8225	WILLIAM STONAKER	1104-00 · Cash in Checking-PNC	
Bill	8/15/2018	2018-03-076		6100-01 · Commissioners Pay	-520.00
TOTAL					-520.00