

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

Prepared By: D. Fitzgerald

Treasurer Report:

Date: 9/21/17

Reconciled balance brought forward in <b>PNC Checking</b> Acct from last meeting:	\$ 22,226.69
Deposits/Voiced Checks since the last meeting (see Note 1):	\$ 32,248.64
Vouchers/Fees paid/Transfers since last meeting:	\$ (34,475.33)
Current Reconciled Balance Remaining in PNC Checking Account (Note 1):	<b>\$ 20,000.00</b>
Reconciled <b>PNC Savings</b> Balance brought forward from last meeting:	\$ 288,959.58
Withdrawals/Transfers to Checking:	\$ (32,248.64)
Deposits/Interest to Savings Account (see Note 4 & 5):	\$ 16.25
Current Reconciled Balance Remaining in PNC Savings Account:	<b>\$ 256,727.19</b>
<b>GRAND TOTAL CASH ON HAND:</b>	<b>\$ 276,727.19</b>
Total Dollar Amount of Current Month Voucher List to be Paid:	<b>\$ 24,677.44</b>

**Notes - 9/21/17 Report:**

1) Payment of the current month's voucher list would result in a PNC Checking balance of: \$ (4,677.44) therefore a transfer FROM PNC Sav of \$24,677.44 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 \$16.25 on 8/31/17.

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

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

	Jan - Dec 17	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	0.00	17,000.00	0.0%
6400-02 · Accounting/Auditing Fees	3,184.31	12,000.00	26.5%
6400-04 · Medical Services	0.00	1,000.00	0.0%
<b>Total 6400-00 · Professional Fees</b>	<b>3,184.31</b>	<b>30,000.00</b>	<b>10.6%</b>
6400-05 · Election Expenses	600.00	4,000.00	15.0%
6500-00 · Office \Postage Exp			
6500-01 · Office Supplies	1,729.98	5,000.00	34.6%
6500-02 · Misc Supplies(petty cash)	60.00	200.00	30.0%
<b>Total 6500-00 · Office \Postage Exp</b>	<b>1,789.98</b>	<b>5,200.00</b>	<b>34.4%</b>
<b>Total Expense</b>	<b>15,627.29</b>	<b>54,100.00</b>	<b>28.9%</b>
<b>Net Ordinary Income</b>	<b>(15,627.29)</b>	<b>(54,100.00)</b>	<b>28.9%</b>
<b>Other Income/Expense</b>			
<b>Other Expense</b>			
7100-00 · Reimb for Exp & Losses			
7140-00 · Truck Equipment			
7140-01 · Fire Equipment	5,152.00	15,000.00	34.3%
<b>Total 7140-00 · Truck Equipment</b>	<b>5,152.00</b>	<b>15,000.00</b>	<b>34.3%</b>
7195-00 · Uniform & Equip(Firefighters)	9,577.01	15,000.00	63.8%
<b>Total 7100-00 · Reimb for Exp &amp; Losses</b>	<b>14,729.01</b>	<b>30,000.00</b>	<b>49.1%</b>
7200-00 · Hydrant Rental Dom Water	38,357.98	58,000.00	66.1%
7400-00 · Insurance Premium	47,736.00	50,000.00	95.5%
7500-00 · Professional Services			
7500-03 · Training & Education	2,212.61	12,000.00	18.4%
<b>Total 7500-00 · Professional Services</b>	<b>2,212.61</b>	<b>12,000.00</b>	<b>18.4%</b>
7600-00 · Utilities	14,467.06	22,000.00	65.8%
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	16,605.29	15,000.00	110.7%
7710-05 · Equipment Testing	1,310.00	5,000.00	26.2%
<b>Total 7710-00 · Truck Service</b>	<b>17,915.29</b>	<b>30,000.00</b>	<b>59.7%</b>
7720-00 · Air Pack & Bottle Repair	432.00	1,800.00	24.0%
7730-00 · Bldg Maintenance	5,028.98	32,500.00	15.5%
7740-00 · Bldg Supplies	480.27	2,000.00	24.0%
7750-00 · Fire Comp. Contract	24,375.00	32,500.00	75.0%
<b>Total 7700-00 · Maint/Repairs</b>	<b>48,231.54</b>	<b>98,800.00</b>	<b>48.8%</b>
7800-00 · Contingency	0.00	25,000.00	0.0%
7850-00 · LOSAP Program			
7850-01 · LOSAP Program	14,102.37	19,000.00	74.2%
<b>Total 7850-00 · LOSAP Program</b>	<b>14,102.37</b>	<b>19,000.00</b>	<b>74.2%</b>
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%
<b>Total 8000-00 · Debt Service</b>	<b>33,449.29</b>	<b>33,450.00</b>	<b>100.0%</b>
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%
<b>Total Other Expense</b>	<b>341,589.80</b>	<b>673,250.00</b>	<b>50.7%</b>
<b>Net Other Income</b>	<b>(341,589.80)</b>	<b>(673,250.00)</b>	<b>50.7%</b>
<b>Net Income</b>	<b>(357,217.09)</b>	<b>(727,350.00)</b>	<b>49.1%</b>

09/20/17

**Jamesburg Board of Fire Commissioners**  
**Accounts Payable Voucher List**  
As of September 30, 2017

Date	Num	Account	Open Balance
<b>AT&amp;T</b>			
9/19/2017	2017-03-078	7600-00 · Utilities	345.26
Total AT&T			345.26
<b>AUTO AUTHORITY LLC</b>			
9/19/2017	2017-01-043	7710-04 · Truck Service	128.40
Total AUTO AUTHORITY LLC			128.40
<b>AUTO KING PARTS &amp; SUPPLIES</b>			
9/19/2017	2017-01-044	7710-04 · Truck Service	73.95
Total AUTO KING PARTS & SUPPLIES			73.95
<b>COMCAST</b>			
9/19/2017	2017-03-079	7600-00 · Utilities	103.04
9/19/2017	2017-03-079	7600-00 · Utilities	103.04
Total COMCAST			206.08
<b>DEBORAH A. FITZGERALD</b>			
9/19/2017	2017-03-080	6400-02 · Accounting/Auditing Fees	225.00
Total DEBORAH A. FITZGERALD			225.00
<b>EMERGENCY EQUIPMENT SALES, LLC</b>			
9/19/2017	2017-01-045	7195-00 · Uniform & Equip(Firefighters)	165.00
9/19/2017	2017-01-046	7195-00 · Uniform & Equip(Firefighters)	3,360.20
Total EMERGENCY EQUIPMENT SALES, LLC			3,525.20
<b>FAT BOYS LANDSCAPING, LLC</b>			
9/19/2017	2017-02-028	7730-00 · Bldg Maintenance	350.00
Total FAT BOYS LANDSCAPING, LLC			350.00
<b>JAMESBURG HARDWARE &amp; APPLIANCE</b>			
9/19/2017	2017-01-047	7710-04 · Truck Service	12.22
Total JAMESBURG HARDWARE & APPLIANCE			12.22
<b>JAMESBURG VOL FIRE DEPT</b>			
9/19/2017	2017-02-029	7750-00 · Fire Comp. Contract	8,125.00
Total JAMESBURG VOL FIRE DEPT			8,125.00
<b>JCP&amp;L</b>			
9/19/2017	2017-03-081	7600-00 · Utilities	986.92
9/19/2017	2017-03-081	7600-00 · Utilities	898.27
Total JCP&L			1,885.19
<b>JONATHON RAMPACEK</b>			
9/19/2017	2017-01-048	7195-00 · Uniform & Equip(Firefighters)	67.00
Total JONATHON RAMPACEK			67.00
<b>MIDDLESEX WELDING</b>			
9/19/2017	2017-01-049	7710-04 · Truck Service	117.88
Total MIDDLESEX WELDING			117.88
<b>NETLINK WEB SERVICES, LLC</b>			
9/19/2017	2017-03-082	6500-01 · Office Supplies	199.00
Total NETLINK WEB SERVICES, LLC			199.00
<b>NJ-AMERICAN WATER COMP.</b>			
9/19/2017	2017-03-083	7200-00 · Hydrant Rental Dom Water	36.50
9/19/2017	2017-03-083	7200-00 · Hydrant Rental Dom Water	4,735.50
Total NJ-AMERICAN WATER COMP.			4,772.00
<b>NJ MOTOR VEHICLE SERVICES</b>			
9/19/2017	2017-03-084	6500-02 · Misc Supplies(petty cash)	60.00
Total NJ MOTOR VEHICLE SERVICES			60.00
<b>PSE&amp;G</b>			
9/19/2017	2017-03-085	7600-00 · Utilities	82.23
Total PSE&G			82.23
<b>READY REFRESH BY NESTLE</b>			
9/19/2017	2017-02-030	7730-00 · Bldg Maintenance	21.27

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**Jamesburg Board of Fire Commissioners**  
**Accounts Payable Voucher List**  
As of September 30, 2017

<u>Date</u>	<u>Num</u>	<u>Account</u>	<u>Open Balance</u>
Total READY REFRESH BY NESTLE			21.27
<b>SISBARRO FLEET SERVICE</b>			
9/19/2017	2017-01-040	7710-04 · Truck Service	1,675.00
9/19/2017	2017-01-042	7710-04 · Truck Service	2,674.00
Total SISBARRO FLEET SERVICE			4,349.00
<b>STANDARD WASTE SERVICES</b>			
9/19/2017	2017-02-031	7730-00 · Bldg Maintenance	132.76
Total STANDARD WASTE SERVICES			132.76
<b>TOTAL</b>			<b>24,677.44</b>



09/19/17

**Jamesburg Board of Fire Commissioners**  
**Monthly Check Register**  
 August 2017

Date	Num	Name	Memo	Amount
<b>1104-00 - Cash in Checking-PNC</b>				
8/17/2017	7954	AT&T	LOCAL & LONG DISTANCE 7/24/17	(326.87)
8/17/2017	7955	BETTER LIVING DEPT. STORE	INV#A347883 7/31/17	(70.42)
8/17/2017	7956	BOROUGH OF JAMESBURG SEWER UTILITY	3RD QTR 2017 USER CHARGE	(236.28)
8/17/2017	7957	BRIAN H. WRIGHT	3RD QTR 2017 COMMISSIONERS FEES	(715.00)
8/17/2017	7958	DEBORAH A. FITZGERALD	INV# 2017007 7/31/17	(262.50)
8/17/2017	7959	DINA WALKER	3RD QTR 2017 COMMISSIONERS FEES	(653.00)
8/17/2017	7960	FAT BOYS LANDSCAPING, LLC	INV# 701 7/30/17	(150.00)
8/17/2017	7961	FIRST RESPONDER JOINT INSURANCE FUND	3RD INSTALL- W/COMP, PKG, MGMT LIAB, ENVL, EXCESS L...	(14,451.00)
8/17/2017	7962	JAMESBURG HARDWARE & APPLIANCE		(34.68)
8/17/2017	7963	LYNETTE EMENS	3RD QTR 2017 COMMISSIONERS FEES	(520.00)
8/17/2017	7964	NANCY LINKE	3RD QTR 2017 COMMISSIONERS FEES	(943.00)
8/17/2017	7965	NETLINK WEB SERVICES, LLC	INV# NWS2062 8/1/17	(199.00)
8/17/2017	7966	NJ-AMERICAN WATER COMP.	A/C# 1018-210028471827 & -210025838964 8/17	(4,758.69)
8/17/2017	7967	PLAINSBORO FIRE COMPANY	USED TANKER TRUCK	(5,000.00)
8/17/2017	7968	PSE&G	GAS 7/24/17	(89.48)
8/17/2017	7969	READY REFRESH BY NESTLE	INV# 17G7801965661 8/2/17	(21.27)
8/17/2017	7970	SISBARRO FLEET SERVICE	INV# 618 8/14/17	(3,922.38)
8/17/2017	7971	SKYLANDS AREA FIRE EQUIPMENT & TRAI..	INV# 8748 3/10/17	(134.00)
8/17/2017	7972	STANDARD WASTE SERVICES	INV# 300192 8/1/17	(132.76)
8/17/2017	7973	TASC FIRE APPARATUS, INC.	INV# 10780 8/15/17	(1,195.00)
8/17/2017	7974	VIKING TERMITE & PEST CONTROL, INC.	INV# 18645795 7/1/17	(140.00)
8/17/2017	7975	WILLIAM STONAKER	3RD QTR 2017 COMMISSIONERS FEES	(520.00)
Total 1104-00 - Cash in Checking-PNC				(34,475.33)
<b>TOTAL</b>				<b>(34,475.33)</b>

## Jamesburg Board of Fire Commissioners

## Outstanding Checks

April through August 2017

09/19/17

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	7/20/2017	7941	JAMESBURG VOL FIRE DE...	1104-00 · Cash in Checking-PNC	
Bill	7/19/2017	2017-02-020		7750-00 · Fire Comp. Contract	-8,125.00
TOTAL					-8,125.00
Bill Pmt -Check	8/17/2017	7958	DEBORAH A. FITZGERALD	1104-00 · Cash in Checking-PNC	
Bill	8/16/2017	2017-03-069		6400-02 · Accounting/Auditing Fees	-262.50
TOTAL					-262.50
Bill Pmt -Check	8/17/2017	7965	NETLINK WEB SERVICES, ...	1104-00 · Cash in Checking-PNC	
Bill	8/16/2017	2017-03-074		6500-01 · Office Supplies	-199.00
TOTAL					-199.00
Bill Pmt -Check	8/17/2017	7967	PLAINSBORO FIRE COMP...	1104-00 · Cash in Checking-PNC	
Bill	8/16/2017	2017-01-033		7140-01 · Fire Equipment	-5,000.00
TOTAL					-5,000.00
Bill Pmt -Check	8/17/2017	7971	SKYLANDS AREA FIRE EQ...	1104-00 · Cash in Checking-PNC	
Bill	8/16/2017	2017-01-035		7195-00 · Uniform & Equip(Firefigh...	-134.00
TOTAL					-134.00
Bill Pmt -Check	8/17/2017	7975	WILLIAM STONAKER	1104-00 · Cash in Checking-PNC	
Bill	8/16/2017	2017-03-077		6100-01 · Commissioners Pay	-520.00
TOTAL					-520.00