

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

Prepared By: D. Fitzgerald

Treasurer Report:

Date: 9/9/15

Reconciled balance brought forward in <b>PNC Checking</b> Acct from last meeting:	\$ 19,790.22
Deposits/Voided Checks since the last meeting (see Note 1):	\$ 45,883.72
Vouchers/Fees paid/Transfers since last meeting (see Note 5):	\$ (45,673.94)
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:	\$ 353,664.39
Withdrawals/Transfers to Checking:	\$ (45,883.72)
Deposits/Interest to Savings Account (see Note 4):	\$ 28.53
Current Reconciled Balance Remaining in PNC Savings Account:	<b>\$ 307,809.20</b>
GRAND TOTAL CASH ON HAND:	<b>\$ 327,809.20</b>
Total Dollar Amount of Current Month Voucher List to be Paid:	<b>\$ 20,472.23</b>

**Notes - 9/9/15 Report:**

- 1) Payment of the current month's voucher list would result in a PNC Checking balance of: (\$472.23) therefore a transfer FROM PNC Sav of **\$20,472.23** 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 to be paid that month.
- 4) Reflects interest earned and posted of \$28.53 on 8/31/15.
- 5) \$207.47 deducted from the checking account on 8/6/15 was reflected in last month's report, and already accounted for in the Balance Brought Forward above.

**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	7,981.86	12,000.00	66.5%
6400-04 · Medical Services	4,320.00	5,250.00	82.3%
<b>Total 6400-00 · Professional Fees</b>	<b>17,036.18</b>	<b>34,250.00</b>	<b>49.7%</b>
6400-05 · Election Expenses	521.00	3,500.00	14.9%
6500-00 · Office \Postage Exp			
6500-01 · Office Supplies	2,095.33	5,000.00	41.9%
6500-02 · Misc Supplies(petty cash)	189.00	200.00	94.5%
<b>Total 6500-00 · Office \Postage Exp</b>	<b>2,284.33</b>	<b>5,200.00</b>	<b>43.9%</b>
<b>Total Expense</b>	<b>29,894.51</b>	<b>57,850.00</b>	<b>51.7%</b>
<b>Net Ordinary Income</b>	<b>(29,894.51)</b>	<b>(57,850.00)</b>	<b>51.7%</b>
<b>Other Income/Expense</b>			
<b>Other Expense</b>			
7100-00 · Reimb for Exp & Losses			
7140-00 · Truck Equipment			
7140-01 · Fire Equipment	3,751.40	13,000.00	28.9%
<b>Total 7140-00 · Truck Equipment</b>	<b>3,751.40</b>	<b>13,000.00</b>	<b>28.9%</b>
7195-00 · Uniform & Equip(Firefighters)	8,062.34	10,000.00	80.6%
<b>Total 7100-00 · Reimb for Exp &amp; Losses</b>	<b>11,813.74</b>	<b>23,000.00</b>	<b>51.4%</b>
7200-00 · Hydrant Rental Dom Water	36,853.86	56,000.00	65.8%
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	14,113.58	23,000.00	61.4%
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	3,158.95	15,000.00	21.1%
7710-05 · Equipment Testing	280.87	5,000.00	5.6%
<b>Total 7710-00 · Truck Service</b>	<b>3,973.82</b>	<b>30,000.00</b>	<b>13.2%</b>
7720-00 · Air Pack & Bottle Repair	0.00	1,800.00	0.0%
7730-00 · Bldg Maintenance	17,874.64	39,000.00	45.8%
7740-00 · Bldg Supplies	1,297.25	2,000.00	64.9%
7750-00 · Fire Comp. Contract	24,375.00	32,500.00	75.0%
<b>Total 7700-00 · Maint/Repairs</b>	<b>47,520.71</b>	<b>105,300.00</b>	<b>45.1%</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	40,761.78		
<b>Total 9000-00 · Special Projects</b>	<b>40,761.78</b>		
<b>Total Other Expense</b>	<b>247,072.08</b>	<b>421,966.00</b>	<b>58.6%</b>
<b>Net Other Income</b>	<b>(247,072.08)</b>	<b>(421,966.00)</b>	<b>58.6%</b>
<b>Net Income</b>	<b>(276,966.59)</b>	<b>(479,816.00)</b>	<b>57.7%</b>

09/08/15

**Jamesburg Board of Fire Commissioners**  
**Accounts Payable Voucher List**  
As of September 30, 2015

Date	Num	Account	Open Balance
<b>APPROVED FIRE PROTECTION CO.</b>			
9/8/2015	2015-01-044	7710-05 · Equipment Testing	89.25
Total APPROVED FIRE PROTECTION CO.			89.25
<b>AT&amp;T</b>			
9/8/2015	2015-03-086	7600-00 · Utilities	294.91
Total AT&T			294.91
<b>AUTO KING PARTS &amp; SUPPLIES</b>			
9/8/2015	2015-01-045	7710-04 · Truck Service	4.90
Total AUTO KING PARTS & SUPPLIES			4.90
<b>BETTER LIVING DEPT. STORE</b>			
9/8/2015	2015-01-046	7740-00 · Bldg Supplies	20.96
Total BETTER LIVING DEPT. STORE			20.96
<b>DEBORAH A. FITZGERALD</b>			
9/8/2015	2015-03-087	6400-02 · Accounting/Auditing Fees	225.00
Total DEBORAH A. FITZGERALD			225.00
<b>DEFENDER EMERGENCY PRODUCTS</b>			
9/8/2015	2015-01-047	7140-01 · Fire Equipment	154.61
Total DEFENDER EMERGENCY PRODUCTS			154.61
<b>GENERAL WASTE REMOVAL, INC.</b>			
9/8/2015	2015-02-037	7730-00 · Bldg Maintenance	131.56
Total GENERAL WASTE REMOVAL, INC.			131.56
<b>JAMESBURG HARDWARE &amp; APPLIANCE</b>			
9/8/2015	2015-01-048	7140-01 · Fire Equipment	7.99
Total JAMESBURG HARDWARE & APPLIANCE			7.99
<b>JCP&amp;L</b>			
9/8/2015	2015-03-088	7600-00 · Utilities	1,033.27
Total JCP&L			1,033.27
<b>NETLINK WEB SERVICES, LLC</b>			
9/8/2015	2015-03-089	6500-01 · Office Supplies	199.00
Total NETLINK WEB SERVICES, LLC			199.00
<b>NJ-AMERICAN WATER COMP.</b>			
9/8/2015	2015-03-090	7200-00 · Hydrant Rental Dom Water	4,578.00
Total NJ-AMERICAN WATER COMP.			4,578.00
<b>PSE&amp;G</b>			
9/8/2015	2015-03-091	7600-00 · Utilities	72.44
Total PSE&G			72.44
<b>READY REFRESH BY NESTLE</b>			
9/8/2015	2015-02-038	7730-00 · Bldg Maintenance	17.26
Total READY REFRESH BY NESTLE			17.26
<b>RUTGERS FENCE &amp; CONSTRUCTION CO. INC.</b>			
9/8/2015	2015-02-039	7730-00 · Bldg Maintenance	4,032.00
Total RUTGERS FENCE & CONSTRUCTION CO. INC.			4,032.00
<b>SISBARRO TOWING &amp; RECOVERY LLC</b>			
9/8/2015	2015-01-049	7710-04 · Truck Service	285.00
Total SISBARRO TOWING & RECOVERY LLC			285.00
<b>VIKING PEST CONTROL, INC.</b>			
9/8/2015	2015-02-040	7730-00 · Bldg Maintenance	139.10
Total VIKING PEST CONTROL, INC.			139.10
<b>WHELAN EAST COAST EMERGENCY LIGHTING INC.</b>			
9/8/2015	2015-01-038	9200-00 · Capital Project-Fire Equipment	9,186.98
Total WHELAN EAST COAST EMERGENCY LIGHTING INC.			9,186.98
<b>TOTAL</b>			<b>20,472.23</b>



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

09/08/15

Date	Num	Name	Memo	Amount
<b>1104-00 · Cash in Checking-PNC</b>				
8/6/2015	EFT	PNC BANK	Charge for new check stock 8/6/15 - auto-deduct	(207.47)
8/20/2015	7468	APPROVED FIRE PROTECTION CO.		(829.62)
8/20/2015	7469	AT&T	LOCAL & LONG DISTANCE 7/24/15	(273.03)
8/20/2015	7470	AUTO KING PARTS & SUPPLIES	A/C# J2100 INV# 425722 7/25/15	(100.26)
8/20/2015	7471	BOROUGH OF JAMESBURG SEWER UTILITY	3RD QTR 2015 SEWER	(236.75)
8/20/2015	7472	BRIAN H. WRIGHT	3RD QTR 2015 COMMISSIONERS FEES	(715.00)
8/20/2015	7473	COMCAST	INTERNET & TV SVC 8/3/15	(105.04)
8/20/2015	7474	DEBORAH A. FITZGERALD	INV# 2015007 7/31/15	(250.00)
8/20/2015	7475	DEER PARK DIRECT	INV# 05G7801965661 8/3/15	(17.77)
8/20/2015	7476	DINA WALKER	3RD QTR 2015 COMMISSIONERS FEES	(653.00)
8/20/2015	7477	EMERGENCY EQUIPMENT SALES, LLC		(1,463.14)
8/20/2015	7478	FIRST RESPONDER JOINT INSURANCE FUND	FINAL INSTALLMT - W/COMP, PKG, MGMT LIAB, ENVL, EXC...	(13,751.00)
8/20/2015	7479	GENERAL WASTE REMOVAL, INC.	INV# 58100036 8/1/15	(131.56)
8/20/2015	7480	JAMESBURG VOL FIRE DEPT	2ND & 3RD QTR 2015 CONTRACT INSTALLMENT	(16,250.00)
8/20/2015	7481	JCP&L	ELECTRIC 7/16/15	(1,009.02)
8/20/2015	7482	MERCER COUNTY COMMUNITY COLLEGE	INV# FA3217 7/13/15	(640.00)
8/20/2015	7483	MIDDLESEX COUNTY FIRE ACADEMY	INV# 01-1901-15 8/17/15	(104.00)
8/20/2015	7484	MINERVA CLEANERS, LLC	INV# 1054 7/10/15	(288.25)
8/20/2015	7485	NANCY LINKE	3RD QTR 2015 COMMISSIONERS FEES	(943.00)
8/20/2015	7486	NETLINK WEB SERVICES, LLC	INV# NWS1749 8/1/15	(199.00)
8/20/2015	7487	NEW JERSEY FIRE EQUIPMENT CO.	INV# 48042 7/16/15	(1,333.00)
8/20/2015	7488	NJ-AMERICAN WATER COMP.	A/C# 1018-210028471827 & -210025838964 8/11/15	(4,630.63)
8/20/2015	7489	NJ MOTOR VEHICLE SERVICES	NEW TITLE FOR J-1	(60.00)
8/20/2015	7490	NORTHEASTERN BUILDING SUPPLY	INV# 1506-382818 6/4/15	(574.98)
8/20/2015	7491	PATRICK CONNELLY	3RD QTR 2015 COMMISSIONERS FEES	(520.00)
8/20/2015	7492	PSE&G	GAS 7/22/15	(75.89)
8/20/2015	7493	WILLIAM STONAKER	3RD QTR 2015 COMMISSIONERS FEES	(520.00)
Total 1104-00 · Cash in Checking-PNC				(45,881.41)
<b>TOTAL</b>				<b>(45,881.41)</b>

**Jamesburg Board of Fire Commissioners**

**Outstanding Checks**

February through August 2015

09/08/15

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	8/20/2015	7478	FIRST RESPONDER JOINT ...	1104-00 · Cash in Checking-PNC	
Bill	8/17/2015	2015-03-077		7400-00 · Insurance Premium	-13,751.00
TOTAL					-13,751.00
Bill Pmt -Check	8/20/2015	7480	JAMESBURG VOL FIRE DE...	1104-00 · Cash in Checking-PNC	
Bill	8/17/2015	2015-02-036		7750-00 · Fire Comp. Contract	-16,250.00
TOTAL					-16,250.00
Bill Pmt -Check	8/20/2015	7482	MERCER COUNTY COMMU...	1104-00 · Cash in Checking-PNC	
Bill	8/17/2015	2015-01-034		7500-03 · Training & Education	-640.00
TOTAL					-640.00
Bill Pmt -Check	8/20/2015	7483	MIDDLESEX COUNTY FIRE...	1104-00 · Cash in Checking-PNC	
Bill	8/17/2015	2015-01-035		7500-03 · Training & Education	-104.00
TOTAL					-104.00
Bill Pmt -Check	8/20/2015	7484	MINERVA CLEANERS, LLC	1104-00 · Cash in Checking-PNC	
Bill	8/17/2015	2015-01-036		7195-00 · Uniform & Equip(Firefigh...	-288.25
TOTAL					-288.25
Bill Pmt -Check	8/20/2015	7486	NETLINK WEB SERVICES, ...	1104-00 · Cash in Checking-PNC	
Bill	8/17/2015	2015-03-080		6500-01 · Office Supplies	-199.00
TOTAL					-199.00
Bill Pmt -Check	8/20/2015	7489	NJ MOTOR VEHICLE SERV...	1104-00 · Cash in Checking-PNC	
Bill	8/17/2015	2015-03-082		6500-02 · Misc Supplies(petty cash)	-60.00
TOTAL					-60.00
Bill Pmt -Check	8/20/2015	7493	WILLIAM STONAKER	1104-00 · Cash in Checking-PNC	
Bill	8/17/2015	2015-03-085		6100-01 · Commissioners Pay	-520.00
TOTAL					-520.00