

**JAMESBURG BOARD OF FIRE COMMISSIONERS
FIRE DISTRICT #1
January 21, 2010**

The Meeting was called to order by Commissioner Brian Wright. The meeting is being held pursuant to the Open Public Meeting Act of 1974 and all provisions have been met.

**ROLL CALL: Present: Commissioners D. Walker,
N. Linke, P. Connelly, B. Wright
Absent: M. Linke**

Attorney requested meeting be Suspended to go over the budget.

Attorney read the budget into the minutes.

1st P.Connelly, 2nd D.walker 4 yes 1 Absent (M. Linke)

See attached.

Open to Public 1st D.Walker, 2nd B. Wright.

No public present at meeting.

Close to Public 1st N.Linke, 2nd B. Wright.

Budget Resolution Approved 1st P.Connelly, 2nd D. Walker. 4 yes.

Resolution on Temp. Budget approved 1st N. Linke, 2nd P. Connelly.

**MINUTES: Commissioner B. Wright requested a motion on
November's Minutes.**

Upon the motion made by P. Connelly, 2nd B.Wright

TREASURER'S REPORT:

BofA	Checking		Savings
Bal. Bt Fwd	\$ 20,000.00		\$169,364.21
Deposit	\$ 0.00	\$	21.07
Voucher's Pd	\$ 0.00	Withdrawals	\$ 0.00

Totals	\$ 20,000.00		\$ 169,364.21
PNC	Checking		Savings
Bal. Bt Fwd	\$20,000.00		\$ 156,066.67
Deposit	\$ 21,591.14		\$ 73.85
Voucher's Pd	\$ 21,325.14	Withdrawals	\$ 21,591.14
Totals	\$20,266.00		\$ 134,549.38

Total cash on hand : \$299,134.16

D. Walker Transferred all monies from Bank of America into our PNC account. There is one outstanding check. Check #4241 dated 6-17-09 Payable to NFPA in the amount of \$787.50. D. Walker will check with the chief to see if they received the tapes they ordered.

Petty cash audit showed an \$85.45 surplus some in cash and some in receipts. As per Attorney start fresh with \$250.00.

D. Walker passed out a new monthly petty cash report. See attached.

Motion made to approve Treasurer's report 1st P. Connelly 2nd by B .Wright.

CORRESPONDENCE: Discussed an article that was published in NJ Business, Leg. Trying to pass a bill that firefighters can't be fired from their jobs for responding to a fire .(one hour notice has to be given to employer.) Bill Passed 1-12-2010.

ATTORNEY'S REPORT:

Resolution Establishing Guidelines for Fitness Activities for Firefighter. 1st P. Connelly, 2nd B. Wright. 4 yes.

Election will be held Feb 20, 2010 at 2pm- 9pm at the firehouse.

**Attorney will post Budget & Election and absentee ballot in paper.
Received only one candidate DinaWalker.**

**PRESIDENT DURANDO REPORT: The dept received used chairs
from Sprint. Along with racks.**

New TV has been hooked up.

One new member app. Received for Robert Soden.

**Sector site needs a copy of the resolution (gave to A.Durando at end of
meeting)**

**The dept needs 2 Commissioners for the building comm..
B. Wright, P. Connelly agreed to do this.**

**A. Durando advised the Board that they need to replace the pagers
by 2013. The old ones can't be upgraded.**

**CHIEF STONAKER REPORT:
12 calls for the month of dec, 2009.
4 new tires on J10**

**NEW BUSINESS:
LOSAP needs to be handed in ASAP from chief. So we can make an
appointment with rep.**

OLD BUSINESS:

OPEN TO THE PUBLIC; 1st P. Connelly, 2nd.B. Wright

CLOSE MEETING TO PUBLIC. 1st. N.Linke , 2nd P. Connelly

CLOSE MEETING 1ST N. Linke , 2nd D. Walker

Board went into a closed session once Public left.

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

Prepared By: D. Fitzgerald

Treasurer Report:

Date: 1/21/10

Reconciled balance brought forward in BofA Checking Acct from last meeting:	\$20,000.00
Deposits made since the last meeting:	\$0.00
Vouchers/Fees paid/Transfers since last meeting:	\$0.00
Current Reconciled Balance Remaining in BofA Checking Account:	\$20,000.00
Reconciled BofA Savings Balance brought forward from last meeting:	\$169,364.21
Withdrawals:	(\$45,066.50)
Deposits/Interest to Savings Account (see Note 4):	\$21.07
Current Balance Remaining in BofA Savings Account:	\$124,318.78
Reconciled balance brought forward in PNC Checking Acct from last meeting:	\$20,000.00
Deposits made since the last meeting:	\$21,591.14
Vouchers/Fees paid/Transfers since last meeting:	(\$21,325.14)
Current Reconciled Balance Remaining in PNC Checking Account (see Note 1):	\$20,266.00
Reconciled PNC Savings Balance brought forward from last meeting:	\$156,066.67
Withdrawals (see Note 5):	(\$21,591.14)
Deposits/Interest to Savings Account (see Note 4):	\$73.85
Current Balance Remaining in PNC Savings Account:	\$134,549.38
GRAND TOTAL CASH ON HAND:	\$299,134.16
Total Dollar Amount of Current Month Voucher List:	\$13,542.79

Notes - 1/21/10 Report:

1) Payment of the current month's voucher list would result in a PNC Checking balance of: \$6,723.21 therefore a transfer FROM PNC Sav of \$13,276.79 needs to be made in order to maintain the control balance of **\$20,000.00**. Check #6093 dated 11/19/09 made payable to Soden Agency for \$266 was voided.

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 \$21.07 on 12/29/09 - BofA acct; reflects interest earned and posted of \$73.85 on 12/31/09 - PNC acct.

5) Reflects Bond Principal & Interest of \$45,041.50 paid on the 2006 truck bond on 12/16/09; there was a \$25 wire transfer charge incurred as well.

01/16/10

Jamesburg Board of Fire Commissioners
Accounts Payable Voucher List
As of January 31, 2010

Date	Num	Account	Open Balance
AMERICAN TEST CENTER, INC.			
12/31/2009	90624	7710-05 · Equipment Testing	795.00
Total AMERICAN TEST CENTER, INC.			795.00
AT&T			
12/31/2009	91220	7600-00 · Utilities	219.81
Total AT&T			219.81
AUTO KING PARTS & SUPPLIES			
12/31/2009	91221	7710-04 · Truck Service	136.95
Total AUTO KING PARTS & SUPPLIES			136.95
BAILEY'S SQUARE JANITORIAL SERVICES, INC.			
12/31/2009	91222	7730-00 · Bldg Maintenance	182.00
Total BAILEY'S SQUARE JANITORIAL SERVICES, INC.			182.00
CAMPBELL SUPPLY CO. INC.			
12/31/2009	90604	7710-04 · Truck Service	1,950.00
12/31/2009	90629	7710-04 · Truck Service	2,978.71
1/16/2010	100101	7710-04 · Truck Service	161.11
Total CAMPBELL SUPPLY CO. INC.			5,089.82
DEBORAH A. FITZGERALD			
12/31/2009	91223	6400-02 · Accounting/Auditing Fees	287.50
Total DEBORAH A. FITZGERALD			287.50
DEER PARK			
12/31/2009	91224	7730-00 · Bldg Maintenance	7.02
Total DEER PARK			7.02
JCP&L			
12/31/2009	91225	7600-00 · Utilities	1,056.86
Total JCP&L			1,056.86
MIDCO WASTE SYSTEMS			
12/31/2009	91226	7730-00 · Bldg Maintenance	232.56
Total MIDCO WASTE SYSTEMS			232.56
NEW JERSEY FIRE EQUIPMENT CO.			
12/31/2009	91227	7195-00 · Uniform & Equip(Firefighters)	178.77
Total NEW JERSEY FIRE EQUIPMENT CO.			178.77
NEXTEL COMMUNICATIONS			
1/16/2010	100102	7600-00 · Utilities	151.88
Total NEXTEL COMMUNICATIONS			151.88
NJ-AMERICAN WATER COMP.			
12/31/2009	91228	7200-00 · Hydrant Rental Dom Water	4,329.15
1/16/2010	100103	7200-00 · Hydrant Rental Dom Water	20.59
Total NJ-AMERICAN WATER COMP.			4,349.74
PSE&G			
1/16/2010	100104	7600-00 · Utilities	854.88
Total PSE&G			854.88
TOTAL			13,542.79

*includes 2009
A/P*

01/16/10

Jamesburg Board of Fire Commissioners
Accounts Payable Voucher List
 As of December 31, 2009

Date	Num	Account	Open Balance
AMERICAN TEST CENTER, INC.			
12/31/2009	90624	7710-05 · Equipment Testing	795.00
Total AMERICAN TEST CENTER, INC.			795.00
AT&T			
12/31/2009	91220	7600-00 · Utilities	219.81
Total AT&T			219.81
AUTO KING PARTS & SUPPLIES			
12/31/2009	91221	7710-04 · Truck Service	136.95
Total AUTO KING PARTS & SUPPLIES			136.95
BAILEY'S SQUARE JANITORIAL SERVICES, INC.			
12/31/2009	912222	7730-00 · Bldg Maintenance	182.00
Total BAILEY'S SQUARE JANITORIAL SERVICES, INC.			182.00
CAMPBELL SUPPLY CO. INC.			
12/31/2009	90604	7710-04 · Truck Service	1,950.00
12/31/2009	90629	7710-04 · Truck Service	2,978.71
Total CAMPBELL SUPPLY CO. INC.			4,928.71
DEBORAH A. FITZGERALD			
12/31/2009	91223	6400-02 · Accounting/Auditing Fees	287.50
Total DEBORAH A. FITZGERALD			287.50
DEER PARK			
12/31/2009	91224	7730-00 · Bldg Maintenance	7.02
Total DEER PARK			7.02
JCP&L			
12/31/2009	91225	7600-00 · Utilities	1,056.86
Total JCP&L			1,056.86
MIDCO WASTE SYSTEMS			
12/31/2009	91226	7730-00 · Bldg Maintenance	232.56
Total MIDCO WASTE SYSTEMS			232.56
NEW JERSEY FIRE EQUIPMENT CO.			
12/31/2009	91227	7195-00 · Uniform & Equip(Firefighters)	178.77
Total NEW JERSEY FIRE EQUIPMENT CO.			178.77
NJ-AMERICAN WATER COMP.			
12/31/2009	91228	7200-00 · Hydrant Rental Dom Water	4,329.15
Total NJ-AMERICAN WATER COMP.			4,329.15
TOTAL			12,354.33

Jamesburg Board of Fire Commissioners
Budgeted Appropriations vs. Actual
January through December 2009

DRAFT

	Jan - Dec 09	Budget	% of Budget
Ordinary Income/Expense			
Expense			
6100-00 · Salary & Wages			
6100-01 · Commissioners Pay	13,400.00	15,000.00	89.3%
6100-02 · Clerk Pay	0.00	1,500.00	0.0%
Total 6100-00 · Salary & Wages	13,400.00	16,500.00	81.2%
6400-00 · Professional Fees			
6400-01 · Legal Fees	6,230.00	14,000.00	44.5%
6400-02 · Accounting/Auditing Fees	9,055.88	12,000.00	75.5%
6400-04 · Medical Services	3,680.00	5,000.00	73.6%
Total 6400-00 · Professional Fees	18,965.88	31,000.00	61.2%
6400-05 · Election Expenses	1,092.01	1,500.00	72.8%
6500-00 · Office \Postage Exp			
6500-01 · Office Supplies	272.18	3,000.00	9.1%
6500-02 · Misc Supplies(petty cash)	147.19	200.00	73.6%
Total 6500-00 · Office \Postage Exp	419.37	3,200.00	13.1%
Total Expense	33,877.26	52,200.00	64.9%
Net Ordinary Income	(33,877.26)	(52,200.00)	64.9%
Other Income/Expense			
Other Expense			
7100-00 · Reimb for Exp & Losses			
7140-00 · Truck Equipment			
7140-01 · Fire Equipment	4,939.09	13,200.00	37.4%
Total 7140-00 · Truck Equipment	4,939.09	13,200.00	37.4%
7195-00 · Uniform & Equip(Firefighters)	5,609.10	9,250.00	60.6%
Total 7100-00 · Reimb for Exp & Losses	10,548.19	22,450.00	47.0%
7200-00 · Hydrant Rental Dom Water	52,066.62	54,000.00	96.4%
7400-00 · Insurance Premium	35,870.76	49,000.00	73.2%
7500-00 · Professional Services			
7500-01 · Advertising	481.64	750.00	64.2%
7500-03 · Training & Education	7,738.56	5,000.00	154.8%
Total 7500-00 · Professional Services	8,220.20	5,750.00	143.0%
7600-00 · Utilities	23,668.86	29,000.00	81.6%
7700-00 · Maint/Repairs			
7710-00 · Truck Service			
7710-01 · Radio Serv/Repair	9,199.01	11,750.00	78.3%
7710-02 · Fuel	2,215.02	5,000.00	44.3%
7710-04 · Truck Service	13,373.82	15,000.00	89.2%
7710-05 · Equipment Testing	3,770.88	5,500.00	68.6%
Total 7710-00 · Truck Service	28,558.73	37,250.00	76.7%
7720-00 · Air Pack & Bottle Repair	1,077.10	2,000.00	53.9%
7730-00 · Bldg Maintenance	37,208.65	39,000.00	95.4%
7740-00 · Bldg Supplies	1,912.15	2,500.00	76.5%
7750-00 · Fire Comp. Contract	28,000.00	28,000.00	100.0%
Total 7700-00 · Maint/Repairs	96,756.63	108,750.00	89.0%
7800-00 · Contingency	98.08	10,000.00	1.0%
7850-00 · LOSAP Program			
7850-01 · LOSAP Program	20,294.15	20,000.00	101.5%
Total 7850-00 · LOSAP Program	20,294.15	20,000.00	101.5%
8000-00 · Debt Service			
8010-01 · General Obligation Bonds-Princi	45,000.00	45,000.00	100.0%
8010-10 · Capital Lease-Principal	30,000.00	30,000.00	100.0%
8020-02 · General Obligation Bonds-Int.	5,793.75	5,793.00	100.0%
8020-10 · Capital Lease-Interest	15,041.50	15,042.00	100.0%
Total 8000-00 · Debt Service	95,835.25	95,835.00	100.0%
Total Other Expense	343,358.74	394,785.00	87.0%
Net Other Income	(343,358.74)	(394,785.00)	87.0%
Net Income	(377,236.00)	(446,985.00)	84.4%

01/16/10

Jamesburg Board of Fire Commissioners
Outstanding Checks
June through December 2009

Type	Date	Num	Name	Account	Paid Amount
Bill Pmt -Check	6/18/2009	5241	NFPA	1100-00 · Cash In Checking-Bank of Americ	
Bill	6/17/2009	90614		7500-03 · Training & Education	-787.50
TOTAL					-787.50

Jamesburg Board of Fire Commissioners

Monthly Check Register

December 2009

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Date	Num	Name	Memo	Amount
1104-00 · Cash in Checking-PNC				
12/17/2009	6099	APPROVED FIRE PROTECTION CO.	INV# I10922291-1 11/30/09	(100.00)
12/17/2009	6100	AT&T	LONG DISTANCE & LOCAL 11/24/09	(223.96)
12/17/2009	6101	BAILEY'S SQUARE JANITORIAL SERVICES, I...	INV# 44221 11/15/09	(182.00)
12/17/2009	6102	BLUE STREAK UNIFORMS, LLC	INV# 548 10/10/09	(299.90)
12/17/2009	6103	BRIAN'S L/M'S SAWS	PARTNER SAW REPAIR	(24.94)
12/17/2009	6104	CAMPBELL SUPPLY CO. INC.	INV# RO001004781:01 12/2/09	(2,764.01)
12/17/2009	6105	COMCAST	INTERNET 11/30/09	(48.46)
12/17/2009	6106	DEBORAH A. FITZGERALD	INV# 2009015 11/30/09	(350.00)
12/17/2009	6107	DEER PARK	INV# 09K7801965661 12/4/09	(7.02)
12/17/2009	6108	DINA WALKER	VOLUNTEER'S PETTY CASH REIMB - AUTO KING, C. CRES...	(133.36)
12/17/2009	6109	FIRETRACKER BINARY CONNECTIONS, INC.	INV# 3432 11/13/09	(1,500.00)
12/17/2009	6110	IEI Interstate Electronics Inc.	INV# 105574 12/5/09	(1,615.00)
12/17/2009	6111	JAMESBURG HARDWARE & APPLIANCE	A/C# 103420 STMT DATED 11/25/09	(114.53)
12/17/2009	6112	JAMESBURG VOL FIRE DEPT	4TH QTR 2009 CONTRACT INSTALLMENT	(7,000.00)
12/17/2009	6113	JCP&L	ELECTRIC 10/17-11/17/09	(905.08)
12/17/2009	6114	LBE COMMUNICATIONS	INV#4510 11/30/09	(1,042.27)
12/17/2009	6115	LML UNDERGROUND UTILITIES, LLC	INV# 2009-031 12/14/09	(2,500.00)
12/17/2009	6116	MIDCO WASTE SYSTEMS	INV# 0689-000159528 11/12/09	(210.77)
12/17/2009	6117	NEXTEL COMMUNICATIONS	INV# 325901826-061 11/27/09	(151.88)
12/17/2009	6118	NJ-AMERICAN WATER COMP.	A/C# 18-0767497-1 12/10/09	(20.59)
12/17/2009	6119	PSE&G	GAS 10/21-11/19/09	(172.27)
12/17/2009	6120	ROYAL WIRELESS		(1,991.15)
12/17/2009	6121	SWEET WILLIAM & THYME	A/C# 3896 11/30/09	(122.95)
12/17/2009	6122	TIRE BARN INC.	INV# 060645 11/23/09	(111.00)
Total 1104-00 · Cash in Checking-PNC				(21,591.14)
TOTAL				(21,591.14)

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Jamesburg Board of Fire Commissioners
Outstanding Checks
 June through December 2009

Type	Date	Num	Name	Account	Paid Amount
Bill Pmt -Check	12/17/2009	6103	BRIAN'S L/M'S SAWS	1104-00 · Cash in Checking-PNC	
Bill	12/15/2009	91219		7140-01 · Fire Equipment	-24.94
TOTAL					-24.94
Bill Pmt -Check	12/17/2009	6108	DINA WALKER	1104-00 · Cash in Checking-PNC	
Bill	12/15/2009	91207		7710-04 · Truck Service	-1.06
				6400-04 · Medical Services	-85.00
				7710-04 · Truck Service	-47.30
TOTAL					-133.36
Bill Pmt -Check	12/17/2009	6112	JAMESBURG VOL FIRE DEPT	1104-00 · Cash in Checking-PNC	
Bill	12/15/2009	91208		7750-00 · Fire Comp. Contract	-7,000.00
TOTAL					-7,000.00
Bill Pmt -Check	12/17/2009	6114	LBE COMMUNICATIONS	1104-00 · Cash in Checking-PNC	
Bill	12/15/2009	91102		7710-01 · Radio Serv/Repair	-1,042.27
TOTAL					-1,042.27
Bill Pmt -Check	12/17/2009	6120	ROYAL WIRELESS	1104-00 · Cash in Checking-PNC	
Bill	12/15/2009	90531		7710-01 · Radio Serv/Repair	-110.00
Bill	12/15/2009	91215		7710-01 · Radio Serv/Repair	-125.00
Bill	12/15/2009	91216		7710-01 · Radio Serv/Repair	-1,756.15
TOTAL					-1,991.15