



**Busco Fuel \$151.56 will have D. Walker print up invoice for the squad for this voucher.(Board will pay and squad will pay Board)**

**Lighthouse Advisors, LLC. \$511.11 Emergency repairs to generator. Bill half to Squad. B Wright will check and see if we have a maintenance contract.**

**Motion made to approve Treasurer's report 1<sup>st</sup> . B.W 2<sup>nd</sup> . N.L.  
Roll Call: 4 yes, 1 absent.**

**REQUISITIONS:**

<b>Nj Fire Equip.</b>	<b>Equipment</b>	<b>\$2479.25</b>
<b>Bandage</b>	<b>J1 Tires</b>	<b>\$523.32</b>
	<b>J9 Tires</b>	<b>\$636.68</b>
<b>Air &amp; Gas</b>	<b>Airpacks</b>	<b>\$649.92</b>
<b>NJ Fire</b>	<b>Gear</b>	<b>\$8680.35</b>

**Motion made to approve Requisitions: 1<sup>st</sup> . B.W 2<sup>nd</sup> .  
P.C.  
Roll Call: 4 yes, 1 absent.**

**CORRESPONDENCE:**

**Letter from United States Dept of Commerce Advising the Board we will be receiving (GUS) Government Units Survey. ( See Attached).**

**ATTORNEY'S REPORT:**

**Read Audit report into record. Resolution accepting Audit report 1<sup>st</sup>  
B.W, 2<sup>nd</sup> J.H.**

**Signed Annual Audit review Group Affidavit. ( need D.W to sign and send to Gerry and DCA).**

**Attorney wrote letter to NJ Fire Equip concerning our New Scot packs. (see attached) Some type of mix up on their part.**

**Awarded contract to Pierce in the amount of \$273,341.00 for the new Commercial fire truck. 1<sup>st</sup> . B.W, 2<sup>nd</sup> J.H. 4 yes with roll call.**

**Painting and Lettering will cost \$7500.00.**

**Attorney will appeal to the Local Finance Board once approved by DCA in Trenton then we start working on funding.**

**Resolution for submission to Finance Board 1<sup>st</sup>. B.W. , 2<sup>nd</sup> J.H.**

**B. Stonaker advised the Board that the lady at PNC ask if we figured anything out yet concerning the new truck.**

**PRESIDENT LAMANTIA'S REPORT:**

**Looking to have the other side of the firehouse sided since no one will touch the furnace down stairs.**

**Can we purchase a used carport for the Trailers only a year old?**

**Answer J.Y Yes.**

**CHIEF STONAKER'S REPORT:**

**Conrail was advised of the burning ties in the back of Busco's.**

**Chief thanked B. Wright for getting the title and reg for the truck applegarth gave them.**

**NEW BUSINESS: None**

**OLD BUSINESS: None**

**OPEN TO THE PUBLIC: 1<sup>st</sup> . B.W                      2<sup>nd</sup> . P.C**

**CLOSE MEETING TO PUBLIC: 1<sup>st</sup> . B.W                      2<sup>nd</sup> . J.H**

**ADJOURN MEETING : 1<sup>st</sup>: J.H 2<sup>nd</sup> . B.W**

**N. Linke, Clerk**

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

Prepared By: D. Fitzgerald

Treasurer Report:

Date: 10/20/11

Reconciled balance brought forward in <b>PNC Checking</b> Acct from last meeting:	\$20,000.00
Deposits made since the last meeting:	\$18,598.61
Vouchers/Fees paid/Transfers since last meeting:	(\$18,600.71)
Current Reconciled Balance Remaining in PNC Checking Account:	<b>\$19,997.90</b>
Reconciled <b>PNC Savings</b> Balance brought forward from last meeting:	\$227,511.70
Withdrawals:	(\$18,598.61)
Deposits/Interest to Savings Account (see Note 4):	\$98,783.37
Current Reconciled Balance Remaining in PNC Savings Account:	<b>\$307,696.46</b>
GRAND TOTAL CASH ON HAND:	<b>\$327,694.36</b>
Total Dollar Amount of Current Month Voucher List to be Paid:	<b>\$15,842.13</b>

**Notes - 10/20/11 Report:**

- 1) Payment of the current month's voucher list would result in a PNC Checking balance of: \$4,155.77 therefore a transfer FROM PNC Sav of **\$15,844.23** 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 \$58.37 on 9/30/11 plus the 3rd Qtr 2011 Borough Taxes of \$98,725 deposited on 10/17/11.

# Jamesburg Board of Fire Commissioners Budgeted Appropriations vs. Actual

January through December 2011

	Jan - Dec 11	Budget	% of Budget
<b>Ordinary Income/Expense</b>			
<b>Expense</b>			
6100-00 · Salary & Wages			
6100-01 · Commissioners Pay	10,053.00	15,000.00	67.0%
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>16,500.00</b>	<b>60.9%</b>
6400-00 · Professional Fees			
6400-01 · Legal Fees	9,376.44	14,000.00	67.0%
6400-02 · Accounting/Auditing Fees	7,442.51	12,000.00	62.0%
6400-04 · Medical Services	4,095.00	5,000.00	81.9%
<b>Total 6400-00 · Professional Fees</b>	<b>20,913.95</b>	<b>31,000.00</b>	<b>67.5%</b>
6400-05 · Election Expenses	2,875.52	1,500.00	191.7%
6500-00 · Office \Postage Exp			
6500-01 · Office Supplies	3,699.04	6,000.00	61.7%
6500-02 · Misc Supplies(petty cash)	104.00	200.00	52.0%
<b>Total 6500-00 · Office \Postage Exp</b>	<b>3,803.04</b>	<b>6,200.00</b>	<b>61.3%</b>
<b>Total Expense</b>	<b>37,645.51</b>	<b>55,200.00</b>	<b>68.2%</b>
<b>Net Ordinary Income</b>	<b>(37,645.51)</b>	<b>(55,200.00)</b>	<b>68.2%</b>
<b>Other Income/Expense</b>			
<b>Other Expense</b>			
7100-00 · Reimb for Exp & Losses			
7140-00 · Truck Equipment			
7140-01 · Fire Equipment	4,760.82	13,000.00	36.6%
7140-00 · Truck Equipment - Other	178.70		
<b>Total 7140-00 · Truck Equipment</b>	<b>4,939.52</b>	<b>13,000.00</b>	<b>38.0%</b>
7195-00 · Uniform & Equip(Firefighters)	0.00	10,000.00	0.0%
<b>Total 7100-00 · Reimb for Exp &amp; Losses</b>	<b>4,939.52</b>	<b>23,000.00</b>	<b>21.5%</b>
7200-00 · Hydrant Rental Dom Water	41,034.77	56,000.00	73.3%
7400-00 · Insurance Premium	38,092.00	39,000.00	97.7%
7500-00 · Professional Services			
7500-01 · Advertising	584.66	500.00	116.9%
7500-03 · Training & Education	245.00	5,000.00	4.9%
<b>Total 7500-00 · Professional Services</b>	<b>829.66</b>	<b>5,500.00</b>	<b>15.1%</b>
7600-00 · Utilities	19,094.35	30,000.00	63.6%
7700-00 · Maint/Repairs			
7710-00 · Truck Service			
7710-01 · Radio Serv/Repair	3,595.50	5,000.00	71.9%
7710-02 · Fuel	240.56	4,000.00	6.0%
7710-04 · Truck Service	14,455.84	13,500.00	107.1%
7710-05 · Equipment Testing	1,154.75	4,950.00	23.3%
<b>Total 7710-00 · Truck Service</b>	<b>19,446.65</b>	<b>27,450.00</b>	<b>70.8%</b>
7720-00 · Air Pack & Bottle Repair	245.00	1,800.00	13.6%
7730-00 · Bldg Maintenance	10,820.53	25,000.00	43.3%
7740-00 · Bldg Supplies	1,067.99	2,000.00	53.4%
7750-00 · Fire Comp. Contract	24,375.00	32,500.00	75.0%
<b>Total 7700-00 · Maint/Repairs</b>	<b>55,955.17</b>	<b>88,750.00</b>	<b>63.0%</b>
7800-00 · Contingency	182.21	10,000.00	1.8%
7850-00 · LOSAP Program			
7850-01 · LOSAP Program	20,171.08	20,000.00	100.9%
<b>Total 7850-00 · LOSAP Program</b>	<b>20,171.08</b>	<b>20,000.00</b>	<b>100.9%</b>
8000-00 · Debt Service			
8010-01 · General Obligation Bonds-Princi	45,000.00	45,000.00	100.0%
8010-10 · Capital Lease-Principal	0.00	35,000.00	0.0%
8020-02 · General Obligation Bonds-Int.	1,158.75	1,159.00	100.0%
8020-10 · Capital Lease-Interest	0.00	12,348.00	0.0%
<b>Total 8000-00 · Debt Service</b>	<b>46,158.75</b>	<b>93,507.00</b>	<b>49.4%</b>
9600-00 · Commitments for Future Capital	0.00	26,000.00	0.0%
<b>Total Other Expense</b>	<b>226,457.51</b>	<b>391,757.00</b>	<b>57.8%</b>
<b>Net Other Income</b>	<b>(226,457.51)</b>	<b>(391,757.00)</b>	<b>57.8%</b>
<b>Net Income</b>	<b>(264,103.02)</b>	<b>(446,957.00)</b>	<b>59.1%</b>

10/17/11

**Jamesburg Board of Fire Commissioners**  
**Accounts Payable Voucher List**  
 As of October 31, 2011

Date	Num	Account	Open Balance
<b>AT&amp;T</b>			
10/17/2011	2011-03-092	7600-00 · Utilities	222.59
Total AT&T			222.59
<b>BETTER LIVING DEPT. STORE</b>			
10/17/2011	2011-02-032	7730-00 · Bldg Maintenance	144.77
Total BETTER LIVING DEPT. STORE			144.77
<b>BUSCO BROS., INC.</b>			
10/17/2011	2011-02-033	7710-02 · Fuel	151.56
Total BUSCO BROS., INC.			151.56
<b>COMCAST</b>			
10/17/2011	2011-03-093	7600-00 · Utilities	53.04
Total COMCAST			53.04
<b>DEBORAH A. FITZGERALD</b>			
10/17/2011	2011-03-094	6400-02 · Accounting/Auditing Fees	150.00
Total DEBORAH A. FITZGERALD			150.00
<b>DEER PARK</b>			
10/17/2011	2011-02-034	7730-00 · Bldg Maintenance	4.93
Total DEER PARK			4.93
<b>FOLEY, INCORPORATED</b>			
10/17/2011	2011-01-041	7710-04 · Truck Service	1,772.95
10/17/2011	2011-01-045	7710-04 · Truck Service	6,482.96
Total FOLEY, INCORPORATED			8,255.91
<b>JAMESBURG HARDWARE &amp; APPLIANCE</b>			
10/17/2011	2011-02-035	7730-00 · Bldg Maintenance	95.98
Total JAMESBURG HARDWARE & APPLIANCE			95.98
<b>JAMESBURG VOL FIRE DEPT</b>			
10/17/2011	2011-01-046	6500-02 · Misc Supplies(petty cash)	60.00
Total JAMESBURG VOL FIRE DEPT			60.00
<b>JCP&amp;L</b>			
10/17/2011	2011-03-095	7600-00 · Utilities	825.94
Total JCP&L			825.94
<b>LIGHTHOUSE ADVISORS, LLC</b>			
10/17/2011	2011-02-036	7730-00 · Bldg Maintenance	511.11
Total LIGHTHOUSE ADVISORS, LLC			511.11
<b>MIDCO WASTE SYSTEMS #689</b>			
10/17/2011	2011-02-037	7730-00 · Bldg Maintenance	287.70
Total MIDCO WASTE SYSTEMS #689			287.70
<b>NJ-AMERICAN WATER COMP.</b>			
10/17/2011	2011-03-096	7200-00 · Hydrant Rental Dom Water	10.00
10/17/2011	2011-03-096	7200-00 · Hydrant Rental Dom Water	4,532.85
Total NJ-AMERICAN WATER COMP.			4,542.85
<b>PSE&amp;G</b>			
10/17/2011	2011-03-097	7600-00 · Utilities	53.05
Total PSE&G			53.05
<b>UNLIMITED CONCEPTS</b>			
10/17/2011	2011-03-098	7500-03 · Training & Education	215.00
Total UNLIMITED CONCEPTS			215.00

10/17/11

**Jamesburg Board of Fire Commissioners**  
**Accounts Payable Voucher List**  
As of October 31, 2011

<u>Date</u>	<u>Num</u>	<u>Account</u>	<u>Open Balance</u>
<b>WILLIAM P. STONAKER</b>			
10/17/2011	2011-01-047	7710-02 · Fuel	89.00
10/17/2011	2011-01-047	7140-00 · Truck Equipment	178.70
Total WILLIAM P. STONAKER			267.70
<b>TOTAL</b>			<b><u>15,842.13</u></b>

**BANK RECONCILIATION**

NAME OF CLIENT: **JAMESBURG BOARD OF FIRE COMMISSIONERS**

MONTH OF: **September-11**

NAME OF BANK: **PNC Bank**

PREPARED BY: **DF**

ACCOUNT #: **80-2874-0082**

BALANCE FORWARD:	31-Aug-11	\$20,000.00	BAL. PER BANK STATEMENT	\$30,601.17
			AS OF:	30-Sep-11
ADD DEBITS:			ADD DEPOSITS IN TRANSIT:	
Online Banking Transfer				
on 9/22/11	\$18,598.61			
TOTAL DEBITS:	\$18,598.61			
	TOTAL	\$38,598.61		
LESS CREDITS:				
VOUCHER LIST - 9/30	\$18,598.61			
ACCOUNT ANALYSIS	\$2.10			
TOTAL CREDITS:	\$18,600.71			
BANK BALANCE-Per General Ledger:		\$19,997.90	BANK BALANCE-Per Reconciliation:	\$19,997.90

\$0.00

NUMBER	AMOUNT	PAYEE NAME	DATE	P/O #
6474	2,400.00	Pinter Doors (on hold)	4/21/11	
6564	78.27	Hights Farm	9/22/11	
6565	8,125.00	Jamesburg Volunteer Fire	9/22/11	
TOTAL	\$ 10,603.27			



**Jamesburg Board of Fire Commissioners**  
**Monthly Check Register**  
 September 2011

10/17/11

Date	Num	Name	Memo	Amount
<b>1104-00 - Cash in Checking-PNC</b>				
9/22/2011	6556	APPROVED FIRE PROTECTION CO.	INV# I1118651 7/25/11	(100.00)
9/22/2011	6557	AT&T	LOCAL & LONG DISTANCE 8/24/11	(211.05)
9/22/2011	6558	AUTO KING PARTS & SUPPLIES	A/C# J2100 STMT DATED 8/30/11	(640.43)
9/22/2011	6559	COMCAST	CABLE INTERNET 7/31 & 8/31/11	(106.08)
9/22/2011	6560	CUSTOM BANDAG	inv# 80054477 9/10/11	(395.61)
9/22/2011	6561	DEBORAH A. FITZGERALD	INV# 2011008 8/31/11	(200.00)
9/22/2011	6562	DEER PARK	INV# 01H7801965661 9/2/11	(4.93)
9/22/2011	6563	FIRETRACKER BINARY CONNECTIONS, INC.	INV# 3722 9/14/11	(1,539.00)
9/22/2011	6564	HIGHTS FARM EQUIPMENT	INV# 143876 8/16/11	(78.27)
9/22/2011	6565	JAMESBURG VOL FIRE DEPT	3RD QTR 2011 CONTRACT INSTALLMENT	(8,125.00)
9/22/2011	6566	JCP&L	ELECTRIC 9/13/11	(1,403.90)
9/22/2011	6567	MIDCO WASTE SYSTEMS #689	INV# 0689-000728583 8/12/11 & 0689-000702694 9/12/11	(529.04)
9/22/2011	6568	NEW JERSEY PRESS MEDIA	INV# 0023966945 8/28/11	(315.70)
9/22/2011	6569	NJ-AMERICAN WATER COMP.	A/C# 18-07697497-1 9/14/11 & 18-0769723-8 9/1/11	(4,555.07)
9/22/2011	6570	OLD FORGE SERVICE CENTER	INV# 110801009 8/1/11 & 110822011 8/22/11	(35.38)
9/22/2011	6571	PSE&G	GAS 8/23/11	(47.54)
9/22/2011	6572	STONAKER & SON	INV# 57 REIMBURSE MAWOC WATER FILTER 8/13/11	(311.61)
Total 1104-00 - Cash in Checking-PNC				(18,598.61)
<b>TOTAL</b>				<b>(18,598.61)</b>

10/17/11

**Jamesburg Board of Fire Commissioners**  
**Outstanding Checks**  
April through September 2011

Type	Date	Num	Name	Account	Paid Amount
Bill Pmt -Check	4/21/2011	6474	PINTER DOOR SALES, INC.	1104-00 · Cash in Checking-PNC	
Bill	4/18/2011	2010-02-016		2200-00 · Accounts Payable-Other	-2,400.00
TOTAL					-2,400.00
Bill Pmt -Check	9/22/2011	6564	HIGHTS FARM EQUIPMENT	1104-00 · Cash in Checking-PNC	
Bill	9/19/2011	2011-01-039		7140-01 · Fire Equipment	-78.27
TOTAL					-78.27
Bill Pmt -Check	9/22/2011	6565	JAMESBURG VOL FIRE DE...	1104-00 · Cash in Checking-PNC	
Bill	9/19/2011	2011-02-030		7750-00 · Fire Comp. Contract	-8,125.00
TOTAL					-8,125.00