

**JAMESBURG BOARD OF FIRE COMMISSIONERS
FIRE DISTRICT #1
November 18, 2010**

The Meeting was called to order by Commissioner B. 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 P. Connelly, N. Linke,
M. Linke B. Wright, D. Walker

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

Upon the motion made by P. Connelly and 2nd by M. Linke

TREASURER'S REPORT:

PNC Bank

	Checking		Savings
Bal. bt fwd.	\$ 20,000.00		\$317,311.71
Deposits	\$11,085.17		\$ 2,563.31
Vouchers Paid	\$(11,085.17)	Withdrawals	\$ (11,085.17)
Totals	\$ 20,000.00		\$308,789.85
Grand Total cash on hand			\$328,789.85

Motion made to approve Treasurer's report 1st N. Linke 2nd by M. Linke.

REQUISITIONS:

Blue Streak	10 class B	\$3500.00	
Best Buy	Epson projector	\$599.99	
Penweld books	Training 19 dvd set	\$944.35	
Dell	Toner	\$450.00	
Roof	not to exceed	\$13,500.00	
Absolute Fire	5x100' red rubber hose	\$5,220.00	
	1.75x50' dj hose	\$672.00	(\$7164.00)
	3x50' dj hose	\$1272.00	
Jones & Bartlett Publishers			
	FF1&2 course	\$94.00	
	Instructors handbook	\$196.00	(290.00)

B. Wright advised the Chief and President that if Requisitions aren't signed the checks will be held!

N. Linke questioned the amount of money we are spending at Blue Streak. (ie. Boots, class B etc)

Attorney advised the Board and the Dept. that they need to gets quotes for boots and class B uniforms due to the thrus hold.

Motion made to approve Requisitions 1st. P. Connelly 2nd M. Linke

CORRESPONDENCE: None

ATTORNEY'S REPORT:

Received Resolution Voiding Check approved 10/21/2010.

Budget due Dec 21, 2010

2nd Budget hearing is Jan. 25, 2011

Nominating Petitions are due Jan 20, 2011

Election date Feb. 19, 2011

There are 2 seat open P. Connelly and M. Linke
B. Wright: can Firefighters become Commissioners?

Attorney: Yes as of right now. However it is on the list to change.
Chiefs, Asst. Chiefs, Presidents, and Vice Presidents can not.

Passed on Nov. 9, 2010 Max allowable fees for records is \$.05 per page.

PRESIDENT DURANDO'S REPORT:

The Fire inspection was done and he has a list of things that need to be fixed.

Are we going to talk about the roof? As per board yes if we have time.

CHIEF STONAKER'S REPORT:

11 calls for the month of October.

Testing was completed on ladders, and hose pumps.

New nozzle for J4

Attended 2 drills this month one on solar panels and the other safety with the squad.

Trucks are due for service.

NEW BUSINESS:

Incoming President A. Lamantia will be having a building audit for Heating , Electric, And Ac. There is a Clean Energy grant (smartstate). The grant pays 60% we pay 40%.

Mr. Robert Soden handed out new quotes to the board for 1st responder ins. Quote of \$32,613.00 Which renews in Jan 2011. This does not include Accident & sickness this renews in march 2011 \$5481.00
Resolution to renew Insurance 1st. M. Linke, 2nd P. Connelly 5 yes.

The Board went over the 2011 budget total is \$446,957.00
Worksheet attached.

Chiefs wish list New Chief Truck at the cost of \$60,000.00, replace J3
Plus the need to replace air packs at the cost of \$160,000.00

Bond Maturing in 2011 in the amount of \$400,000.00

**Chiefs wish list New Chief Truck at the cost of \$60,000.00, replace J3
Plus the need to replace air packs at the cost of \$160,000.00**

N. Linke: Can we refurbish J3?

J.Youssouf: Yes but ! really too much to change on truck.

**Albert Linke: If we use \$160,000.00 for the air packs why can't we use
the remaining \$240,000.00 t get a small pumper?**

**And not get a chief truck. If you really want a chief truck buy it used
Helmetta gets some good trucks.**

**Attorney recommends the purchase of the air packs and a small
pumper. With bond in the amount if \$400,000.00.**

**2 questions on the ballot for bond. Atto9rney will prepare resolution
draft. 1st D. Walker 2nd. P. Connelly.**

**Board voted to Bond Air packs 21 packs with 42 Bottles at the cost of
\$160,000.00. with the remaining \$240,000.00 to replace J3 with a
smaller pumper.**

Albert Linke: what happens if they vote no for the pumper.

Attorney: we only bond for the air packs. \$160,000.00.

Boards future plans:

2011 Air Packs and small commercial pumper

2013 Command Vehicle

2017 Ladder truck.

OLD BUSINESS:

Roof Quotes:

MK Construction \$6500.00/\$4500.00 \$11000.00 12yr

Polick Construction \$11800.00

J. Alzin \$9000.00/\$9000.00 5Yr

Stern Brothers \$12500.00 10 Yr.

B. Wright will contact MK Construction to check on price making sure that total cost is \$11,000.00. need BRC and proof of insurance.

**Resolution awarding contract to MK construction to replace rear roof.
1st M. Linke 2nd. D. Walker.**

OPEN TO THE PUBLIC: 1st D. Walker, 2nd B. Wright

CLOSE MEETING TO PUBLIC: 1st D. Walker, 2nd B. Wright

CLOSE/ ADJOURN MEETING : 1st D. Walker, 2nd P. Connelly.

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

Prepared By: D. Fitzgerald

Treasurer Report:

Date: 11/18/10

Reconciled balance brought forward in PNC Checking Acct from last meeting:	\$20,000.00
Deposits made since the last meeting:	\$11,085.17
Vouchers/Fees paid/Transfers since last meeting:	(\$11,085.17)
Current Reconciled Balance Remaining in PNC Checking Account (see Note 1):	\$20,000.00
Reconciled PNC Savings Balance brought forward from last meeting:	\$317,311.71
Withdrawals (see Note 5):	(\$11,085.17)
Deposits/Interest to Savings Account (see Note 4):	\$2,563.31
Current Reconciled Balance Remaining in PNC Savings Account:	\$308,789.85
GRAND TOTAL CASH ON HAND:	\$328,789.85
Total Dollar Amount of Current Month Voucher List to be Paid :	\$35,531.73

Notes - 10/21/10 Report:

- 1) Payment of the current month's voucher list would result in a PNC Checking balance of: (\$15,531.73) therefore a transfer FROM PNC Sav of **\$35,531.73** 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 \$101.98 on 10/29/10 and insurance claims check for \$2,461.33 deposited on 10/4/10 (this is same footnote as last month, but the #'s did not reflect the claims check).

11:18 PM

11/15/10

Accrual Basis

Jamesburg Board of Fire Commissioners Budgeted Appropriations vs. Actual

January through December 2010

	Jan - Dec 10	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	4,385.00	14,000.00	31.3%	
6400-02 · Accounting/Auditing Fees	9,041.02	12,000.00	75.3%	
6400-04 · Medical Services	4,300.00	5,000.00	86.0%	
Total 6400-00 · Professional Fees	17,726.02	31,000.00		57.2%
6400-05 · Election Expenses	1,156.42	1,500.00		77.1%
6500-00 · Office lPostage Exp				
6500-01 · Office Supplies	2,682.58	3,000.00	89.4%	
6500-02 · Misc Supplies(petty cash)	77.29	200.00	38.6%	
Total 6500-00 · Office lPostage Exp	2,759.87	3,200.00		86.2%
Total Expense	35,042.31	52,200.00		67.1%
Net Ordinary Income	(35,042.31)	(52,200.00)		67.1%
Other Income/Expense				
Other Expense				
7100-00 · Reimb for Exp & Losses				
7140-00 · Truck Equipment				
7140-01 · Fire Equipment	1,257.88	13,455.00	9.3%	
Total 7140-00 · Truck Equipment	1,257.88	13,455.00	9.3%	
7195-00 · Uniform & Equip(Firefighters)	3,799.21	10,325.00	36.8%	
Total 7100-00 · Reimb for Exp & Losses	5,057.09	23,780.00		21.3%
7200-00 · Hydrant Rental Dom Water	43,494.12	56,000.00	77.7%	
7400-00 · Insurance Premium	35,023.05	39,000.00	89.8%	
7500-00 · Professional Services				
7500-01 · Advertising	253.25	750.00	33.8%	
7500-03 · Training & Education	389.69	6,500.00	6.0%	
Total 7500-00 · Professional Services	642.94	7,250.00		8.9%
7600-00 · Utilities	20,325.93	30,000.00	67.8%	
7700-00 · Maint/Repairs				
7710-00 · Truck Service				
7710-01 · Radio Serv/Repair	629.25	5,000.00	12.6%	
7710-02 · Fuel	3,168.91	4,000.00	79.2%	
7710-04 · Truck Service	3,291.83	13,500.00	24.4%	
7710-05 · Equipment Testing	5,822.85	4,950.00	117.6%	
Total 7710-00 · Truck Service	12,912.84	27,450.00	47.0%	
7720-00 · Air Pack & Bottle Repair	1,614.04	1,800.00	89.7%	
7730-00 · Bldg Maintenance	7,597.19	25,000.00	30.4%	
7740-00 · Bldg Supplies	231.80	3,000.00	7.7%	
7750-00 · Fire Comp. Contract	32,500.00	32,500.00	100.0%	
Total 7700-00 · Maint/Repairs	54,855.87	89,750.00		61.1%
7800-00 · Contingency	7,345.26	10,000.00	73.5%	
7850-00 · LOSAP Program				
7850-01 · LOSAP Program	18,330.20	21,000.00	87.3%	
Total 7850-00 · LOSAP Program	18,330.20	21,000.00		87.3%
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	30,000.00	0.0%	
8020-02 · General Obligation Bonds-Int.	3,476.25	3,476.00	100.0%	
8020-10 · Capital Lease-Interest	0.00	13,695.00	0.0%	
Total 8000-00 · Debt Service	48,476.25	92,171.00		52.6%
9600-00 · Commitments for Future Capital	0.00	25,835.00	0.0%	
Total Other Expense	233,550.71	394,786.00		59.2%
Net Other Income	(233,550.71)	(394,786.00)		59.2%
Net Income	(268,593.02)	(446,986.00)		60.1%

11/15/10

Jamesburg Board of Fire Commissioners
Accounts Payable Voucher List
 As of November 30, 2010

Date	Num	Account	Open Balance
AIR & GAS TECHNOLOGIES, INC.			
11/15/2010	2010-01-032	7710-05 · Equipment Testing	1,700.00
Total AIR & GAS TECHNOLOGIES, INC.			1,700.00
AT&T			
11/15/2010	2010-03-041	7600-00 · Utilities	233.19
Total AT&T			233.19
BAILEY'S SQUARE JANITORIAL SERVICES, INC.			
11/15/2010	2010-02-016	7730-00 · Bldg Maintenance	182.00
Total BAILEY'S SQUARE JANITORIAL SERVICES, INC.			182.00
BOROUGH OF JAMESBURG			
11/15/2010	2010-01-033	7710-02 · Fuel	2,937.44
Total BOROUGH OF JAMESBURG			2,937.44
BOROUGH OF JAMESBURG SEWER UTILITY			
11/15/2010	2010-03-042	7600-00 · Utilities	219.50
Total BOROUGH OF JAMESBURG SEWER UTILITY			219.50
BRIAN H. WRIGHT			
11/15/2010	2010-03-043	6100-01 · Commissioners Pay	715.00
Total BRIAN H. WRIGHT			715.00
COMCAST			
11/15/2010	2010-03-044	7600-00 · Utilities	50.05
11/15/2010	2010-03-044	7600-00 · Utilities	50.05
Total COMCAST			100.10
DEBORAH A. FITZGERALD			
11/15/2010	2010-03-045	6400-02 · Accounting/Auditing Fees	275.00
Total DEBORAH A. FITZGERALD			275.00
DEER PARK			
11/15/2010	2010-02-017	7730-00 · Bldg Maintenance	4.93
Total DEER PARK			4.93
DINA WALKER			
11/15/2010	2010-03-046	6100-01 · Commissioners Pay	651.00
Total DINA WALKER			651.00
GOLDSTAR PRODUCTS, INC.			
11/15/2010	2010-01-034	7710-04 · Truck Service	249.00
Total GOLDSTAR PRODUCTS, INC.			249.00
JAMESBURG VOL FIRE DEPT			
11/15/2010	2010-02-018	7750-00 · Fire Comp. Contract	8,125.00
11/15/2010	2010-02-019	7750-00 · Fire Comp. Contract	8,125.00
Total JAMESBURG VOL FIRE DEPT			16,250.00
JCP&L			
11/15/2010	2010-03-047	7600-00 · Utilities	878.00
11/15/2010	2010-03-047	7600-00 · Utilities	771.34
Total JCP&L			1,649.34
LIGHTHOUSE ADVISORS, LLC			
11/15/2010	2010-02-020	7800-00 · Contingency	200.00
Total LIGHTHOUSE ADVISORS, LLC			200.00
MARGARET LINKE			
11/15/2010	2010-03-048	6100-01 · Commissioners Pay	520.00
Total MARGARET LINKE			520.00
MIDCO WASTE SYSTEMS #689			
11/15/2010	2010-02-021	7730-00 · Bldg Maintenance	235.96
Total MIDCO WASTE SYSTEMS #689			235.96

11/15/10

Jamesburg Board of Fire Commissioners
Accounts Payable Voucher List
As of November 30, 2010

Date	Num	Account	Open Balance
NANCY LINKE			
11/15/2010	2010-03-049	6100-01 · Commissioners Pay	941.00
Total NANCY LINKE			941.00
NEW JERSEY PRESS MEDIA			
11/15/2010	2010-03-050	7500-01 · Advertising	106.28
Total NEW JERSEY PRESS MEDIA			106.28
NEXTEL COMMUNICATIONS			
11/15/2010	2010-03-051	7600-00 · Utilities	152.12
Total NEXTEL COMMUNICATIONS			152.12
NJ-AMERICAN WATER COMP.			
11/15/2010	2010-03-052	7200-00 · Hydrant Rental Dom Water	14.78
11/15/2010	2010-03-052	7200-00 · Hydrant Rental Dom Water	43.73
11/15/2010	2010-03-052	7200-00 · Hydrant Rental Dom Water	4,329.15
Total NJ-AMERICAN WATER COMP.			4,387.66
PATRICK CONNELLY			
11/15/2010	2010-03-053	6100-01 · Commissioners Pay	520.00
Total PATRICK CONNELLY			520.00
PSE&G			
11/15/2010	2010-03-054	7600-00 · Utilities	49.41
Total PSE&G			49.41
TECHNICAL FIRE SERVICES, INC.			
11/15/2010	2010-01-030	7710-05 · Equipment Testing	675.00
Total TECHNICAL FIRE SERVICES, INC.			675.00
WATERWAY, INC.			
11/15/2010	2010-01-018	7710-05 · Equipment Testing	2,577.80
Total WATERWAY, INC.			2,577.80
TOTAL			35,531.73

Jamesburg Board of Fire Commissioners

Monthly Check Register

October 2010

11/15/10

Date	Num	Name	Memo	Amount
1104-00 · Cash in Checking-PNC				
10/21/2010	6339	ABSOLUTE FIRE PROT. CO, INC.	INV#0067040-IN 9/24/10	(30.00)
10/21/2010	6340	AT&T	STMT DATE 9/24/10	(234.72)
10/21/2010	6341	BAILEY'S SQUARE JANITORIAL SERVICES, I...	INV#487196 9/15/10	(182.00)
10/21/2010	6342	COMMUNICATIONS SPECIALISTS, INC.	INV# 28373 10/5/10	(270.25)
10/21/2010	6343	CONTINENTAL FIRE & SAFETY, INC	INV# 39753 9/29/10	(765.00)
10/21/2010	6344	DEBORAH A. FITZGERALD	INV#2010009 9/30/10	(262.50)
10/21/2010	6345	DEER PARK	INV#0017801965661 10/5/10	(4.18)
10/21/2010	6346	FIRETRACKER BINARY CONNECTIONS, INC.	INV# 3562 9/28/10	(1,539.00)
10/21/2010	6347	JCP&L	STMT 9/15/10	(1,190.32)
10/21/2010	6348	MIDCO WASTE SYSTEMS #689	INV# 0689-000438539 9/12/10	(235.96)
10/21/2010	6349	NEXTEL COMMUNICATIONS	INV# 325901826-071 9/27/10	(152.36)
10/21/2010	6350	NJ-AMERICAN WATER COMP.	A/C# 18-0769723-8 10/1/10	(4,329.15)
10/21/2010	6351	PSE&G	INV#600000978459 9/22/10	(55.98)
10/21/2010	6352	SAMUEL KLEIN & COMPANY		(1,700.00)
10/21/2010	6353	VIKING TERMITE & PEST CONTROL, INC.	INV# 18346647 10/1/10	(133.75)
10/21/2010	6354	AUTO KING PARTS & SUPPLIES	A/C# J2100 STMT 7/27/10 INV#233934, 230499	(72.91)
Total 1104-00 · Cash in Checking-PNC				(11,158.08)
TOTAL				(11,158.08)

11/15/10

Jamesburg Board of Fire Commissioners Outstanding Checks October 2010

Type	Date	Num	Name	Account	Paid Amount
Bill Pmt -Check	10/21/2010	6344	DEBORAH A. FITZGERALD	1104-00 · Cash in Checking-PNC	
Bill	10/18/2010	2010-...		6400-02 · Accounting/Auditing Fees	-262.50
TOTAL					-262.50
Bill Pmt -Check	10/21/2010	6345	DEER PARK	1104-00 · Cash in Checking-PNC	
Bill	10/18/2010	2010-...		7730-00 · Bldg Maintenance	-4.18
TOTAL					-4.18
Bill Pmt -Check	10/21/2010	6346	FIRETRACKER BINARY CON...	1104-00 · Cash in Checking-PNC	
Bill	10/18/2010	2010-...		7800-00 · Contingency	-1,539.00
TOTAL					-1,539.00
Bill Pmt -Check	10/21/2010	6347	JCP&L	1104-00 · Cash in Checking-PNC	
Bill	10/18/2010	2010-...		7600-00 · Utilities	-1,190.32
TOTAL					-1,190.32
Bill Pmt -Check	10/21/2010	6348	MIDCO WASTE SYSTEMS #6...	1104-00 · Cash in Checking-PNC	
Bill	10/18/2010	2010-...		7730-00 · Bldg Maintenance	-235.96
TOTAL					-235.96
Bill Pmt -Check	10/21/2010	6349	NEXTEL COMMUNICATIONS	1104-00 · Cash in Checking-PNC	
Bill	10/18/2010	2010-...		7600-00 · Utilities	-152.36
TOTAL					-152.36
Bill Pmt -Check	10/21/2010	6352	SAMUEL KLEIN & COMPANY	1104-00 · Cash in Checking-PNC	
Bill	10/18/2010	2010-...		2200-00 · Accounts Payable-Other	-850.00
Bill	10/18/2010	2010-...		6400-02 · Accounting/Auditing Fees	-850.00
TOTAL					-1,700.00