

**JAMESBURG BOARD OF FIRE COMMISSIONERS
FIRE DISTRICT #1
April 15, 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 M. Linke, N. Linke
B. Wright, D. Walker
Absent: P. Connelly

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

Upon the motion made by B. Wright and 2nd by N. Linke a motion was made to accept the minutes as read.

TREASURER'S REPORT:

Bank of America

	Checking	Savings
Bal. Bt Fwd	\$ 00,000.00	\$000000000
Deposit	\$ 00000000	\$ 11.24
Withdrawals	\$00000000	\$ 20.00
Totals	\$00000000	\$ (8.76)

Remaining Balance in Bank of America: (8.76)

PNC Bank

	Checking	Savings
Bal. bt fwd.	\$19,925.00	\$241,513.36
Deposits	\$46,631.55	\$ 99.70
Vouchers Paid	\$32,808.90	\$ 93,949.05
Totals	\$33,747.65	\$147,664.01

Grand Total cash on hand

\$ 181,402.90

Void out check payable to Valic in the amount of \$18,984.85 and reissue in the amount of \$18,330.20 due to error made from ex chief Fitzpatrick.

The Board received the insurance bill in the mail Board will cut check after the meeting and will post with next month report.

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

Requisitions:

Old Forge	Service J9	\$250.00
Campbell Sup.	J4	\$350.00
	Air Valve	\$600.00
Northeastern	Lumber(drill)	\$400.00

Motion made to accept 1st B. Wright, 2nd D. Walker.

CORRESPONDENCE: The Fire Dept received a thank you email from the owners of 9 Patio court Monroe Twp. Their home caught on fire on April 6, 2010. (see attached)

ATTORNEY'S REPORT:

The board received corrected Resolution and contract for Debbie Fitzgerald.

PRESIDENT DURANDO'S REPORT:

Not present at meeting see attached.

CHIEF STONAKER'S REPORT:

14 Calls for the month of March

NEW BUSINESS:

Commissioners forms must be handed into the Boro clerk by April 29th.

OLD BUSINESS:

D. Walker and P. Connelly met with Chief Stonaker and Pres. Durando to discuss how to use the new requisition and vouchers .

D. Walker advised the Board that the Ink in our printer is low. A. Durando was looking into purchasing a new printer. (printer purchased approx 2 years ago) D. Walker will order the new Ink asap.

OPEN TO THE PUBLIC; 1st M. Linke, 2nd. D. Walker.

Q: T. Linke The LOSAP check will be mailed out next month?

A: D. Walker No it will be re-issued and mailed out tonight.

CLOSE MEETING TO PUBLIC. 1st. N. Linke, 2nd. D. Walker.

CLOSE MEETING 1ST B. Wright 2nd N. Linke

Presidents report 4/15/10:

Commissioners:

- Have contract, signed and returned

Tower:

- Have copy of lease, reviewing with Pat Connelly, after review, will be sent off to attorney, Joe Youssolf

Generator:

- Full service done on generator, shut down issue appears to be fixed, and fuel tank topped off.

Committees:

- Building renovation
 - Meetings to be held on 4th Thursday of the month, first will be 4/22/10 @ 7:30 pm
 - Committee is posted, but if you would like to help, you are welcome to attend.
 - Waiting on solar power proposal

Snap Fitness:

- Any member and spouse, children or significant other interested in a group rate membership, please sign up on the board. I need to get a rough head count to determine if and what our rate will be.

Subj: **Fwd: Fw: Response to call 4-06-10**
Date: 4/8/2010 3:37:11 P.M. Eastern Daylight Time
From: BHW58@aol.com
To: [nj112v@aol.com](mailto:njl12v@aol.com)

From: jawalker18@comcast.net
To: dinawalker27@yahoo.com, Adam.Durando@sprint.com, BHW58@aol.com,
ascarmato@yahoo.com, thomas.cooper@tlab.centaf.af.mil, jfd2886@aol.com,
walker8764@aol.com
Sent: 4/7/2010 7:21:01 P.M. Eastern Daylight Time
Subj: Fw: Response to call 4-06-10

Sent via BlackBerry by AT&T

From: "Fitzpatrick, Dwayne" <Dwayne.Fitzpatrick@bovislendlease.com>
Date: Wed, 7 Apr 2010 17:46:34 -0400
To: 'wps16jfd@aol.com'<wps16jfd@aol.com>; 'eas053085@aol.com'<eas053085@aol.com>;
'jawalker18@comcast.net'<jawalker18@comcast.net>;
'Adam.Durando@Sprint.com'<Adam.Durando@Sprint.com>;
'dlfitzpatrick@verizon.net'<dlfitzpatrick@verizon.net>;
'dozer209@aol.com'<dozer209@aol.com>; 'Bsparky8@aol.com'<Bsparky8@aol.com>;
'MODEVL@aol.com'<MODEVL@aol.com>; 'littledozers@aol.com'<littledozers@aol.com>
Subject: Fw: Response to call 4-06-10

From: Glenda Fitzpatrick <glf97@verizon.net>
To: 'Dwayne' <dlfitzpatrick@verizon.net>; Fitzpatrick, Dwayne
Sent: Wed Apr 07 17:30:29 2010
Subject: FW: Response to call 4-06-10

From: Denise Bisogno [<mailto:dbisogno@viehealthcare.com>]
Sent: Wednesday, April 07, 2010 2:06 PM
To: jfd@jamesburgfd.com
Subject: Response to call 4-06-10

Dear Chief Stonaker,

I wanted to send a note of sincere gratitude and praise of the Jamesburg Fire Company who instantly responded to our neighbors house fire at 9 Patio Court on Monday April 6, 2010. We

observed their response consisted of total professional and diligent efforts displayed by all of your team. Having never had the misfortune of being so close to a fire situation, I never realized the intense labor and preparation work and ultimately cleaning up and securing equipment that is involved in fighting a fire. Your men displayed courage, professionalism, knowledge and respect of our neighboring properties, homes, and of our families. It occurred to me that they brought down the fire for over an hour at around 10:30, had to secure the property, help with evidence retrieval, clean up and pack their equipment back up, go back to headquarters and unload and clean up and it was well after 12am and these men/women still had to go and get ready for their own paid jobs that morning.

Your volunteers are to be commended and congratulated for displaying swift action and leadership abilities as the first team to arrive. Handing out bottles of water to them was our sincere privilege. I know on our street, we will never take a Fireman's role for granted again. Our heartfelt gratitude and thank yous!

Respectfully,

Denise & Ralph Bisogna

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

Prepared By: D. Fitzgerald

Treasurer Report:

Date: 4/15/10

Reconciled BofA Savings Balance brought forward from last meeting:	\$11.24
Withdrawals (see Note 5):	(\$20.00)
Deposits/Interest to Savings Account:	\$0.00
Current Balance Remaining in BofA Savings Account:	(\$8.76)
Reconciled balance brought forward in PNC Checking Acct from last meeting:	\$19,925.00
Deposits made since the last meeting:	\$46,631.55
Vouchers/Fees paid/Transfers since last meeting (see Note 1):	(\$32,808.90)
Current Reconciled Balance Remaining in PNC Checking Account (see Note 1):	\$33,747.65
Reconciled PNC Savings Balance brought forward from last meeting:	\$241,513.36
Withdrawals (see Note 6):	(\$93,949.05)
Deposits/Interest to Savings Account (see Note 4):	\$99.70
Current Balance Remaining in PNC Savings Account:	\$147,664.01
GRAND TOTAL CASH ON HAND:	\$181,402.90
Total Dollar Amount of Current Month Voucher List to be Paid:	\$34,467.72

33,813.07

Notes - 4/15/10 Report:

1) Payment of the current month's voucher list would result in a PNC Checking balance of (\$720.07) therefore a transfer FROM PNC Sav of \$20,720.07 needs to be made in order to maintain the control balance of **\$20,000.00**. Check #6192 for \$13,747.65, payable to VALIC, was cut after the meeting 3/18/10 and then voided - correct amount is \$18,984.85 and is in the April check run.

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 \$99.70 on 3/31/10 - PNC Bank.

5) Reflects bank monthly service charge posted on 3/29/10; bank account now has negative balance.

6) Reflects Bond Principal of \$45,000 wired out on 3/17/10 and Bond Interest of \$2,317.50 wired out on 3/26/10 in addition to the transfer to Checking to cover the monthly vouchers.

7:48 PM

04/10/10

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	3,351.00	15,000.00	22.3%
6100-02 · Clerk Pay	0.00	1,500.00	0.0%
Total 6100-00 · Salary & Wages	3,351.00	16,500.00	20.3%
6400-00 · Professional Fees			
6400-01 · Legal Fees	0.00	14,000.00	0.0%
6400-02 · Accounting/Auditing Fees	2,341.02	12,000.00	19.5%
6400-04 · Medical Services	4,090.00	5,000.00	81.8%
Total 6400-00 · Professional Fees	6,431.02	31,000.00	20.7%
6400-05 · Election Expenses	1,156.42	1,500.00	77.1%
6500-00 · Office \Postage Exp			
6500-01 · Office Supplies	896.59	3,000.00	29.9%
6500-02 · Misc Supplies(petty cash)	77.29	200.00	38.6%
Total 6500-00 · Office \Postage Exp	973.88	3,200.00	30.4%
Total Expense	11,912.32	52,200.00	22.8%
Net Ordinary Income	(11,912.32)	(52,200.00)	22.8%
Other Income/Expense			
Other Expense			
7100-00 · Reimb for Exp & Losses			
7140-00 · Truck Equipment			
7140-01 · Fire Equipment	141.49	13,455.00	1.1%
Total 7140-00 · Truck Equipment	141.49	13,455.00	1.1%
7195-00 · Uniform & Equip(Firefighters)	368.75	10,325.00	3.6%
Total 7100-00 · Reimb for Exp & Losses	510.24	23,780.00	2.1%
7200-00 · Hydrant Rental Dom Water	13,043.42	56,000.00	23.3%
7400-00 · Insurance Premium	5,598.05	39,000.00	14.4%
7500-00 · Professional Services			
7500-01 · Advertising	106.84	750.00	14.2%
7500-03 · Training & Education	(562.50)	6,500.00	(8.7)%
Total 7500-00 · Professional Services	(455.66)	7,250.00	(6.3)%
7600-00 · Utilities	8,901.55	30,000.00	29.7%
7700-00 · Maint/Repairs			
7710-00 · Truck Service			
7710-01 · Radio Serv/Repair	67.00	5,000.00	1.3%
7710-02 · Fuel	187.00	4,000.00	4.7%
7710-04 · Truck Service	527.16	13,500.00	3.9%
7710-05 · Equipment Testing	738.80	4,950.00	14.9%
Total 7710-00 · Truck Service	1,519.96	27,450.00	5.5%
7720-00 · Air Pack & Bottle Repair	146.85	1,800.00	8.2%
7730-00 · Bldg Maintenance	2,918.63	25,000.00	11.7%
7740-00 · Bldg Supplies	0.00	3,000.00	0.0%
7750-00 · Fire Comp. Contract	8,125.00	32,500.00	25.0%
Total 7700-00 · Maint/Repairs	12,710.44	89,750.00	14.2%
7800-00 · Contingency	322.51	10,000.00	3.2%
7850-00 · LOSAP Program			
7850-01 · LOSAP Program	18,984.85	21,000.00	90.4%
Total 7850-00 · LOSAP Program	18,984.85	21,000.00	90.4%
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.	2,317.50	3,476.00	66.7%
8020-10 · Capital Lease-Interest	0.00	13,695.00	0.0%
Total 8000-00 · Debt Service	47,317.50	92,171.00	51.3%
9600-00 · Commitments for Future Capital	0.00	25,835.00	0.0%
Total Other Expense	106,932.90	394,786.00	27.1%
Net Other Income	(106,932.90)	(394,786.00)	27.1%
Net Income	(118,845.22)	(446,986.00)	26.6%

04/10/10

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

Date	Num	Account	Open Balance
ACCESS HEALTH SYSTEMS			
4/10/2010	100401	6400-04 · Medical Services	3,990.00
Total ACCESS HEALTH SYSTEMS			3,990.00
AIR & GAS TECHNOLOGIES, INC.			
4/10/2010	100402	7710-05 · Equipment Testing	638.80
Total AIR & GAS TECHNOLOGIES, INC.			638.80
AT&T			
4/10/2010	100403	7600-00 · Utilities	241.10
Total AT&T			241.10
AUTO KING PARTS & SUPPLIES			
4/10/2010	100404	7140-01 · Fire Equipment	49.53
Total AUTO KING PARTS & SUPPLIES			49.53
BAILEY'S SQUARE JANITORIAL SERVICES, INC.			
4/10/2010	100405	7730-00 · Bldg Maintenance	182.00
Total BAILEY'S SQUARE JANITORIAL SERVICES, INC.			182.00
BETTER LIVING DEPT. STORE			
4/10/2010	100406	7710-04 · Truck Service	13.98
4/10/2010	100406	7730-00 · Bldg Maintenance	39.98
Total BETTER LIVING DEPT. STORE			53.96
BUSCO BROS., INC.			
4/10/2010	100407	7710-02 · Fuel	187.00
Total BUSCO BROS., INC.			187.00
COMCAST			
4/10/2010	100408	7600-00 · Utilities	50.05
Total COMCAST			50.05
COMMUNICATIONS SPECIALISTS, INC.			
4/10/2010	400409	7710-01 · Radio Serv/Repair	67.00
Total COMMUNICATIONS SPECIALISTS, INC.			67.00
DEBORAH A. FITZGERALD			
4/10/2010	100410	6400-02 · Accounting/Auditing Fees	400.00
Total DEBORAH A. FITZGERALD			400.00
HIGHTS FARM EQUIPMENT			
4/10/2010	100411	7140-01 · Fire Equipment	72.00
Total HIGHTS FARM EQUIPMENT			72.00
JCP&L			
4/10/2010	100412	7600-00 · Utilities	561.86
4/10/2010	100412	7600-00 · Utilities	1,358.25
Total JCP&L			1,920.11
LIGHTHOUSE ADVISORS, LLC			
4/10/2010	100418	7800-00 · Contingency	346.00
Total LIGHTHOUSE ADVISORS, LLC			346.00
MC MASTER-CARR SUPPLY CO.			
4/10/2010	100413	7720-00 · Air Pack & Bottle Repair	146.85
Total MC MASTER-CARR SUPPLY CO.			146.85
MIDCO WASTE SYSTEMS			
4/10/2010	100414	7730-00 · Bldg Maintenance	232.80
Total MIDCO WASTE SYSTEMS			232.80
NEXTEL COMMUNICATIONS			
4/10/2010	100416	7600-00 · Utilities	152.48
Total NEXTEL COMMUNICATIONS			152.48

04/10/10

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

Date	Num	Account	Open Balance
NJ-AMERICAN WATER COMP.			
4/10/2010	100415	7200-00 · Hydrant Rental Dom Water	4,329.15
Total NJ-AMERICAN WATER COMP.			4,329.15
OLD FORGE SERVICE CENTER			
4/10/2010	100417	7710-04 · Truck Service	268.80
Total OLD FORGE SERVICE CENTER			268.80
PLEASANTVIEW LANDSCAPING & LAWN MAINT			
4/10/2010	100419	7730-00 · Bldg Maintenance	1,360.00
Total PLEASANTVIEW LANDSCAPING & LAWN MAINT			1,360.00
PSE&G			
4/10/2010	100420	7600-00 · Utilities	539.75
Total PSE&G			539.75
VALIC			
4/10/2010	100328	7850-01 · LOSAP Program . voided	18,330.20 18,984.85
Total VALIC			18,984.85
VIKING TERMITE & PEST CONTROL, INC.			
4/10/2010	100421	7730-00 · Bldg Maintenance	128.40
Total VIKING TERMITE & PEST CONTROL, INC.			128.40
W.B. MASON CO. INC.			
4/10/2010	100422	6500-01 · Office Supplies	127.09
Total W.B. MASON CO. INC.			127.09
TOTAL			34,467.72

\$ 33,813.07

BANK RECONCILIATION

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

MONTH OF: **March-10**

NAME OF BANK: **PNC Bank**

PREPARED BY: **DF**

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

BALANCE FORWARD:	28-Feb-10	\$19,925.00	BAL. PER BANK STATEMENT	\$51,364.92
			AS OF:	31-Mar-10
ADD DEBITS:			ADD DEPOSITS IN TRANSIT:	
Online Banking Transfer on 3/18/10	\$46,631.55			
TOTAL DEBITS:	\$46,631.55			
	TOTAL	\$66,556.55		
LESS CREDITS:			TOTAL IN TRANSIT:	\$0.00
VOUCHER LIST - 3/31	\$46,556.55			
				\$51,364.92
VOID Ck#6192 issued 3/18/10 payable to VALIC	(\$13,747.65)			
ACCOUNT ANALYSIS - 3/31	\$0.00		LESS CHECKS OUTSTANDING:	
			TOTAL:	\$17,617.27
TOTAL CREDITS:	\$32,808.90			
BANK BALANCE-Per General Ledger:		\$33,747.65	BANK BALANCE-Per Reconciliation:	\$33,747.65

\$0.00

NUMBER	AMOUNT	PAYEE NAME	DATE	P/O #
6114	1,042.27	LBE Communications	12/17/09	
6160	95.00	William Stonaker	2/18/10	
6176	8,125.00	Jamesburg Vol Fire Dept	3/18/10	
6179	7,105.00	Joseph Youssouf	3/18/10	
6189	1,250.00	Samuel Klein & Company	3/18/10	
TOTAL	\$ 17,617.27			

Jamesburg Board of Fire Commissioners

Monthly Check Register

March 2010

04/10/10

Date	Num	Name	Memo	Amount
1104-00 - Cash in Checking-PNC				
3/18/2010	6162	APPROVED FIRE PROTECTION CO.	INV#1102119-1 2/23/10	(100.00)
3/18/2010	6163	AT&T	LOCAL/LONG DISTANCE 2/24/10	(234.39)
3/18/2010	6164	AUTO KING PARTS & SUPPLIES	A/C# J2100 STMT 2/23/10	(19.96)
3/18/2010	6165	BAILEY'S SQUARE JANITORIAL SERVICES, I...	INV#45587 2/15/10	(182.00)
3/18/2010	6166	BLUE STREAK UNIFORMS, LLC	INV# 585 2/4/10	(368.75)
3/18/2010	6167	BOROUGH OF JAMESBURG SEWER UTILITY	A/C#725-2 1ST QTR 2010	(219.50)
3/18/2010	6168	CENTRAL JERSEY FAMILY MEDICAL GROUP	S. THATCHER PHYSICAL 3/3/10	(100.00)
3/18/2010	6169	COMCAST	INTERNET 2/28/10	(48.06)
3/18/2010	6170	DEBORAH A. FITZGERALD	INV#2010002 2/28/10	(289.26)
3/18/2010	6171	DEER PARK	INV#00B7801965661 2/28/10	(4.93)
3/18/2010	6172	FIRETRACKER BINARY CONNECTIONS, INC.	INV#3476 2/22/10	(1,539.00)
3/18/2010	6173	GANNETT NJ NEWSPAPERS	INV#21862885 1/31/10	(299.96)
3/18/2010	6174	GEORGE J. ALZIN SR.	ELECTION 2010	(125.00)
3/18/2010	6175	HOLLY FAAS	ELECTION 2010	(125.00)
3/18/2010	6176	JAMESBURG VOL FIRE DEPT	1ST QTR 2010 CONTRACT INSTALLMENT	(8,125.00)
3/18/2010	6177	JCP&L	ELECTRIC 2/17/10	(587.10)
3/18/2010	6178	JOAN DEY	ELECTION 2010	(125.00)
3/18/2010	6179	JOSEPH D YOUSOUF, ESQUIRE	LEGAL SVCS 4/27-12/23/09	(7,105.00)
3/18/2010	6180	MICHAEL RAMPACEK	ELECTION 2010	(75.00)
3/18/2010	6181	MIDCO WASTE SYSTEMS	INV#0689-000241307 2/12/10	(233.26)
3/18/2010	6182	MIDDLESEX COUNTY FIRE ACADEMY	VOID: INV#10-31001-1407 2/18/10	0.00
3/18/2010	6183	MIDDLESEX COUNTY TREASURER	INV#4195 3/12/10	(28.30)
3/18/2010	6184	NEXTEL COMMUNICATIONS	INV#325901826-064 2/27/10	(152.48)
3/18/2010	6185	NJ-AMERICAN WATER COMP.	A/C#18-0767497-1 3/11/10 & A/C#18-0769723-8 2/26/10	(4,349.74)
3/18/2010	6186	OLIVER L.E. SODEN AGENCY	VFP-4231-0027D-0 INSTALLMENT	(5,481.00)
3/18/2010	6187	PSE&G	INV#604600421352 2/24/10	(1,006.21)
3/18/2010	6188	ROY PRESS, INC.	INV#47418 2/19/10	(410.00)
3/18/2010	6189	SAMUEL KLEIN & COMPANY	2010 BUDGET REVIEW 2/19/10	(1,250.00)
3/18/2010	6190	VALIC	VOID: 2009 CONTRIBUTIONS - 28 MEMBERS	0.00
3/18/2010	6191	MIDDLESEX COUNTY FIRE ACADEMY	INV#10-31001-1407 2/18/10	(225.00)
3/18/2010	6192	VALIC	VOID: 2009 CONTRIBUTIONS - 21 MEMBERS	0.00
Total 1104-00 - Cash in Checking-PNC				(32,808.90)
TOTAL				(32,808.90)

Jamesburg Board of Fire Commissioners
Outstanding Checks
 December 2009 through March 2010

04/10/10

Type	Date	Num	Name	Account	Paid Amount
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	2/18/2010	6160	WILLIAM P. STONAKER	1104-00 · Cash in Checking-PNC	
Bill	12/31/2009	91231		6500-02 · Misc Supplies(petty cash) 6400-04 · Medical Services	-80.00 -15.00
TOTAL					-95.00
Bill Pmt -Check	3/18/2010	6176	JAMESBURG VOL FIRE DEPT	1104-00 · Cash in Checking-PNC	
Bill	3/15/2010	100315		7750-00 · Fire Comp. Contract	-8,125.00
TOTAL					-8,125.00
Bill Pmt -Check	3/18/2010	6179	JOSEPH D YOUSOUF, ESQ...	1104-00 · Cash in Checking-PNC	
Bill	12/31/2009	91232		6400-01 · Legal Fees	-7,105.00
TOTAL					-7,105.00
Bill Pmt -Check	3/18/2010	6189	SAMUEL KLEIN & COMPANY	1104-00 · Cash in Checking-PNC	
Bill	3/15/2010	100327		6400-02 · Accounting/Auditing Fees	-1,250.00
TOTAL					-1,250.00