

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

Prepared By: D. Fitzgerald

Treasurer Report:

Date: 5/19/11

Reconciled balance brought forward in PNC Checking Acct from last meeting:	\$23,665.40
Deposits made since the last meeting:	\$32,088.15
Vouchers/Fees paid/Transfers since last meeting (see Note 1):	(\$37,226.07)
Current Reconciled Balance Remaining in PNC Checking Account (see Note 1):	\$18,527.48
Reconciled PNC Savings Balance brought forward from last meeting:	\$154,067.76
Withdrawals:	(\$32,088.15)
Deposits/Interest to Savings Account (see Note 4):	\$42.25
Current Reconciled Balance Remaining in PNC Savings Account:	\$122,021.86
GRAND TOTAL CASH ON HAND:	\$140,549.34
Total Dollar Amount of Current Month Voucher List to be Paid:	\$12,089.79

Notes - 5/19/11 Report:

1) Payment of the current month's voucher list would result in a PNC Checking balance of: \$6,437.69 therefore a transfer FROM PNC Sav of **\$13,562.31** needs to be made in order to maintain the control balance of **\$20,000.00**. Check #6479 made payable to JCP&L for \$1,326.34 was cut on 5/13/11 in order to avoid a disruption in electric service. An account analysis fee of \$146.18 was charged by PNC on 4/29/11 to cover the wire transfer fees from March (see Bank Rec).

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 \$42.25 on 4/29/11.

Jamesburg Board of Fire Commissioners Budgeted Appropriations vs. Actual

January through December 2011

	Jan - Dec 11	Budget	% of Budget
Ordinary Income/Expense			
Expense			
6100-00 · Salary & Wages			
6100-01 · Commissioners Pay	6,702.00	15,000.00	44.7%
6100-02 · Clerk Pay	0.00	1,500.00	0.0%
Total 6100-00 · Salary & Wages	6,702.00	16,500.00	40.6%
6400-00 · Professional Fees			
6400-01 · Legal Fees	0.00	14,000.00	0.0%
6400-02 · Accounting/Auditing Fees	2,467.51	12,000.00	20.6%
6400-04 · Medical Services	0.00	5,000.00	0.0%
Total 6400-00 · Professional Fees	2,467.51	31,000.00	8.0%
6400-05 · Election Expenses	2,875.52	1,500.00	191.7%
6500-00 · Office \Postage Exp			
6500-01 · Office Supplies	1,909.87	6,000.00	31.8%
6500-02 · Misc Supplies(petty cash)	44.00	200.00	22.0%
Total 6500-00 · Office \Postage Exp	1,953.87	6,200.00	31.5%
Total Expense	13,998.90	55,200.00	25.4%
Net Ordinary Income	(13,998.90)	(55,200.00)	25.4%
Other Income/Expense			
Other Expense			
7100-00 · Reimb for Exp & Losses			
7140-00 · Truck Equipment			
7140-01 · Fire Equipment	276.94	13,000.00	2.1%
Total 7140-00 · Truck Equipment	276.94	13,000.00	2.1%
7195-00 · Uniform & Equip(Firefighters)	0.00	10,000.00	0.0%
Total 7100-00 · Reimb for Exp & Losses	276.94	23,000.00	1.2%
7200-00 · Hydrant Rental Dom Water	18,302.20	56,000.00	32.7%
7400-00 · Insurance Premium	27,004.00	39,000.00	69.2%
7500-00 · Professional Services			
7500-01 · Advertising	107.80	500.00	21.6%
7500-03 · Training & Education	0.00	5,000.00	0.0%
Total 7500-00 · Professional Services	107.80	5,500.00	2.0%
7600-00 · Utilities	11,639.25	30,000.00	38.8%
7700-00 · Maint/Repairs			
7710-00 · Truck Service			
7710-01 · Radio Serv/Repair	7,191.00	5,000.00	143.8%
7710-02 · Fuel	0.00	4,000.00	0.0%
7710-04 · Truck Service	3,393.69	13,500.00	25.1%
7710-05 · Equipment Testing	774.75	4,950.00	15.7%
Total 7710-00 · Truck Service	11,359.44	27,450.00	41.4%
7720-00 · Air Pack & Bottle Repair	0.00	1,800.00	0.0%
7730-00 · Bldg Maintenance	1,567.97	25,000.00	6.3%
7740-00 · Bldg Supplies	201.57	2,000.00	10.1%
7750-00 · Fire Comp. Contract	0.00	32,500.00	0.0%
Total 7700-00 · Maint/Repairs	13,128.98	88,750.00	14.8%
7800-00 · Contingency	168.90	10,000.00	1.7%
7850-00 · LOSAP Program			
7850-01 · LOSAP Program	20,171.08	20,000.00	100.9%
Total 7850-00 · LOSAP Program	20,171.08	20,000.00	100.9%
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%
Total 8000-00 · Debt Service	46,158.75	93,507.00	49.4%
9600-00 · Commitments for Future Capital	0.00	26,000.00	0.0%
Total Other Expense	136,957.90	391,757.00	35.0%
Net Other Income	(136,957.90)	(391,757.00)	35.0%
Net Income	(150,956.80)	(446,957.00)	33.8%

05/18/11

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

Date	Num	Account	Open Balance
APPROVED FIRE PROTECTION CO.			
5/16/2011	2011-01-018	7710-05 · Equipment Testing	100.00
Total APPROVED FIRE PROTECTION CO.			100.00
AT&T			
5/16/2011	2011-03-042	7600-00 · Utilities	759.11
Total AT&T			759.11
BETTER LIVING DEPT. STORE			
5/16/2011	2011-02-010	7740-00 · Bldg Supplies	5.32
Total BETTER LIVING DEPT. STORE			5.32
BOROUGH OF JAMESBURG SEWER UTILITY			
5/16/2011	2011-03-046	7600-00 · Utilities	228.25
Total BOROUGH OF JAMESBURG SEWER UTILITY			228.25
BRIAN H. WRIGHT			
5/16/2011	2011-03-043	6100-01 · Commissioners Pay	520.00
Total BRIAN H. WRIGHT			520.00
COMCAST			
5/16/2011	2011-03-044	7600-00 · Utilities	53.04
Total COMCAST			53.04
DEBORAH A. FITZGERALD			
5/16/2011	2011-03-055	6400-02 · Accounting/Auditing Fees	262.50
Total DEBORAH A. FITZGERALD			262.50
DINA WALKER			
5/16/2011	2011-03-045	6100-01 · Commissioners Pay	653.00
Total DINA WALKER			653.00
DINA WALKER - PETTY CASH			
5/16/2011	2011-03-054	6400-05 · Election Expenses	24.98
5/16/2011	2011-03-054	6500-02 · Misc Supplies(petty cash)	44.00
Total DINA WALKER - PETTY CASH			68.98
JAMESBURG HARDWARE & APPLIANCE			
5/16/2011	2011-02-011	7740-00 · Bldg Supplies	130.20
Total JAMESBURG HARDWARE & APPLIANCE			130.20
JCP&L			
5/16/2011	2011-03-047	7600-00 · Utilities	447.18
5/16/2011	2011-03-047	7600-00 · Utilities	741.35
Total JCP&L			1,188.53
JOSEPH HOWARD			
5/16/2011	2011-03-048	6100-01 · Commissioners Pay	520.00
Total JOSEPH HOWARD			520.00
MIDCO WASTE SYSTEMS #689			
5/16/2011	2011-02-012	7730-00 · Bldg Maintenance	264.47
Total MIDCO WASTE SYSTEMS #689			264.47
NANCY LINKE			
5/16/2011	2011-03-049	6100-01 · Commissioners Pay	943.00
Total NANCY LINKE			943.00
NEXTEL COMMUNICATIONS			
5/16/2011	2011-03-050	7600-00 · Utilities	152.84
Total NEXTEL COMMUNICATIONS			152.84
NJ-AMERICAN WATER COMP.			
5/16/2011	2011-03-051	7200-00 · Hydrant Rental Dom Water	34.43
5/16/2011	2011-03-051	7200-00 · Hydrant Rental Dom Water	4,532.85
Total NJ-AMERICAN WATER COMP.			4,567.28

05/18/11

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

<u>Date</u>	<u>Num</u>	<u>Account</u>	<u>Open Balance</u>
PATRICK CONNELLY			
5/16/2011	2011-03-052	6100-01 · Commissioners Pay	715.00
Total PATRICK CONNELLY			715.00
PSE&G			
5/16/2011	2011-03-053	7600-00 · Utilities	414.77
Total PSE&G			414.77
RELIABLE FIRE PROTECTION			
5/16/2011	2011-01-009	7710-05 · Equipment Testing	543.50
Total RELIABLE FIRE PROTECTION			543.50
TOTAL			12,089.79

BANK RECONCILIATION

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

MONTH OF: **April-11**

NAME OF BANK: **PNC Bank**

PREPARED BY: **DF**

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

BALANCE FORWARD:	31-Mar-11	\$23,665.40	BAL. PER BANK STATEMENT	\$51,429.90
			AS OF:	30-Apr-11
ADD DEBITS:			ADD DEPOSITS IN TRANSIT:	
Online Banking Transfer				
on 4/21/11	\$32,088.15			
TOTAL DEBITS:	\$32,088.15			
	TOTAL	\$55,753.55		
LESS CREDITS:				
VOUCHER LIST - 4/30	\$35,753.55		TOTAL IN TRANSIT:	\$0.00
ACCOUNT ANALYSIS - 4/30	\$146.18			\$51,429.90
TOTAL CREDITS:	\$35,899.73		LESS CHECKS OUTSTANDING:	
			TOTAL:	\$31,576.08
BANK BALANCE-Per General Ledger:		\$19,853.82	BANK BALANCE-Per Reconciliation:	\$19,853.82

\$0.00

NUMBER	AMOUNT	PAYEE NAME	DATE	P/O #
6458	20,171.08	VALIC	3/17/11	
6464	275.00	Deborah Fitzgerald	4/21/11	
6467	1,539.00	Firetracker	4/21/11	
6474	2,400.00	Pinter Doors (on hold)	4/21/11	
6476	7,191.00	Tactical Public Safety (on hold)	4/21/11	
TOTAL	\$ 31,576.08			

05/16/11

Jamesburg Board of Fire Commissioners
Monthly Check Register
 April 2011

Date	Num	Name	Memo	Amount
1104-00 - Cash in Checking-PNC				
4/21/2011	6459	MOTOROLA		(3,665.40)
4/21/2011	6460	AT&T	LOCAL & LONG DISTANCE 3/24/11	(248.98)
4/21/2011	6461	BETTER LIVING DEPT. STORE	A/C# JAFICO 3/26/11 A100560, A101156, B29413	(66.05)
4/21/2011	6462	CAMPBELL SUPPLY CO. INC.		(3,369.44)
4/21/2011	6463	COMCAST	MONTHLY INTERNET 3/31/11	(53.04)
4/21/2011	6464	DEBORAH A. FITZGERALD	INV# 2011003 3/31/11	(275.00)
4/21/2011	6465	DEER PARK	INV# 01C7801965661 4/5/11	(4.93)
4/21/2011	6466	DELL MARKETING L.P. C/O DELL USA	INV# XF83D6MD6 3/8/11	(125.99)
4/21/2011	6467	FIRETRACKER BINARY CONNECTIONS, INC.	INV# 3627 3/9/11	(1,539.00)
4/21/2011	6468	FIRST RESPONDER JOINT INSURANCE FUND	2ND INSTALLMENT - W/COMP, PKG, MGMT LIAB, ENVL, EX...	(10,762.00)
4/21/2011	6469	LIGHTHOUSE ADVISORS, LLC	INV# 3342 3/30/11	(200.00)
4/21/2011	6470	MIDCO WASTE SYSTEMS #689	INV# 0689-000598165 3/12/11	(261.95)
4/21/2011	6471	MIDDLESEX COUNTY TREASURER	INV# 4631 3/7/11	(25.86)
4/21/2011	6472	NEXTEL COMMUNICATIONS	INV# 325901826-077 3/27/11	(153.08)
4/21/2011	6473	NJ-AMERICAN WATER COMP.	A/C# 18-0767497-1 4/8/11 & 18-0769723-8 4/1/11	(4,632.25)
4/21/2011	6474	PINTER DOOR SALES, INC.	INV# 1967A 3/15/11	(2,400.00)
4/21/2011	6475	PSE&G	GAS 3/25/11	(522.94)
4/21/2011	6476	TACTICAL PUBLIC SAFETY, LLC	NEW REPEATER @ POLICE DEPT.	(7,191.00)
4/21/2011	6477	VIKING TERMITE & PEST CONTROL, INC.	INV# A18354445 1/29/11	(133.75)
4/21/2011	6478	W.B. MASON CO. INC.	INV# 100779877 3/21/11	(122.89)
Total 1104-00 - Cash in Checking-PNC				(35,753.55)
TOTAL				(35,753.55)

05/16/11

Jamesburg Board of Fire Commissioners
Outstanding Checks
 March through April 2011

Type	Date	Num	Name	Account	Paid Amount
Bill Pmt -Check	3/17/2011	6458	VALIC	1104-00 · Cash in Checking-PNC	
Bill	3/17/2011	2011-03-032		7850-01 · LOSAP Program	-20,171.08
TOTAL					-20,171.08
Bill Pmt -Check	4/21/2011	6464	DEBORAH A. FITZGERALD	1104-00 · Cash in Checking-PNC	
Bill	4/18/2011	2011-03-034		6400-02 · Accounting/Auditing Fees	-275.00
TOTAL					-275.00
Bill Pmt -Check	4/21/2011	6467	FIRETRACKER BINARY CO...	1104-00 · Cash in Checking-PNC	
Bill	4/18/2011	2011-01-006		6500-01 · Office Supplies	-1,539.00
TOTAL					-1,539.00
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	4/21/2011	6476	TACTICAL PUBLIC SAFET...	1104-00 · Cash in Checking-PNC	
Bill	4/18/2011	2011-01-007		7710-01 · Radio Serv/Repair	-7,191.00
TOTAL					-7,191.00