

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

Prepared By: D. Fitzgerald

Treasurer Report:

Date: 2/20/14

Reconciled balance brought forward in PNC Checking Acct from last meeting:	\$ 16,402.88
Deposits made since the last meeting:	\$ 40,886.83
Vouchers/Fees paid/Transfers since last meeting:	\$ (37,364.95)
Current Reconciled Balance Remaining in PNC Checking Account (1):	\$ 19,924.76
Reconciled PNC Savings Balance brought forward from last meeting:	\$ 335,857.61
Withdrawals (see Note 4):	\$ (40,886.83)
Deposits/Interest to Savings Account (see Note 5):	\$ 48.58
Current Reconciled Balance Remaining in PNC Savings Account:	\$ 295,019.36
 GRAND TOTAL CASH ON HAND:	 \$ 314,944.12
 Total Dollar Amount of Current Month Voucher List to be Paid:	 \$ 27,350.06

Notes - 2/20/14 Report:

1) Payment of the current month's voucher list would result in a PNC Checking balance of: (\$7,425.30) therefore a transfer FROM PNC Sav of \$27,425.30 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 \$48.58 on 1/31/14.

Jamesburg Board of Fire Commissioners
Budgeted Appropriations vs. Actual
January through December 2013

DRAFT

	Jan - Dec 13	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	10,730.00	14,000.00	76.6%
6400-02 · Accounting/Auditing Fees	9,054.52	12,000.00	75.5%
6400-04 · Medical Services	4,455.00	5,000.00	89.1%
Total 6400-00 · Professional Fees	24,239.52	31,000.00	78.2%
6400-05 · Election Expenses	2,926.63	3,000.00	97.6%
6500-00 · Office \Postage Exp			
6500-01 · Office Supplies	5,247.32	8,500.00	61.7%
6500-02 · Misc Supplies(petty cash)	0.00	200.00	0.0%
Total 6500-00 · Office \Postage Exp	5,247.32	8,700.00	60.3%
Total Expense	45,813.47	59,200.00	77.4%
Net Ordinary Income	(45,813.47)	(59,200.00)	77.4%
Other Income/Expense			
Other Expense			
7100-00 · Reimb for Exp & Losses			
7140-00 · Truck Equipment			
7140-01 · Fire Equipment	17,290.11	13,000.00	133.0%
Total 7140-00 · Truck Equipment	17,290.11	13,000.00	133.0%
7195-00 · Uniform & Equip(Firefighters)	8,359.63	10,000.00	83.6%
Total 7100-00 · Reimb for Exp & Losses	25,649.74	23,000.00	111.5%
7200-00 · Hydrant Rental Dom Water	55,198.96	56,000.00	98.6%
7400-00 · Insurance Premium	40,787.00	41,250.00	98.9%
7500-00 · Professional Services			
7500-01 · Advertising	385.96	750.00	51.5%
7500-03 · Training & Education	4,957.00	6,000.00	82.6%
Total 7500-00 · Professional Services	5,342.96	6,750.00	79.2%
7600-00 · Utilities	17,968.63	27,000.00	66.6%
7700-00 · Maint/Repairs			
7710-00 · Truck Service			
7710-01 · Radio Serv/Repair	6,661.10	5,000.00	133.2%
7710-02 · Fuel	4,064.02	4,500.00	90.3%
7710-04 · Truck Service	7,284.17	15,000.00	48.6%
7710-05 · Equipment Testing	2,675.00	5,000.00	53.5%
Total 7710-00 · Truck Service	20,684.29	29,500.00	70.1%
7720-00 · Air Pack & Bottle Repair	1,196.49	1,800.00	66.5%
7730-00 · Bldg Maintenance	9,753.74	25,000.00	39.0%
7740-00 · Bldg Supplies	985.97	2,500.00	39.4%
7750-00 · Fire Comp. Contract	32,500.00	32,500.00	100.0%
Total 7700-00 · Maint/Repairs	65,120.49	91,300.00	71.3%
7800-00 · Contingency	6,162.96	25,000.00	24.7%
7850-00 · LOSAP Program			
7850-01 · LOSAP Program	15,418.85	21,000.00	73.4%
Total 7850-00 · LOSAP Program	15,418.85	21,000.00	73.4%
8000-00 · Debt Service			
8010-03 · Lease Purchase - Principal	24,703.67	24,704.00	100.0%
8010-10 · Capital Lease-Principal	40,000.00	40,000.00	100.0%
8010-11 · Capital Lease - Oshkosh	33,449.29	33,449.00	100.0%
8020-03 · Lease Purchase - Int.	3,322.00	3,322.00	100.0%
8020-10 · Capital Lease-Interest	8,980.00	8,980.00	100.0%
Total 8000-00 · Debt Service	110,454.96	110,455.00	100.0%
9000-00 · Special Projects			
9200-00 · Capital Project-New Truck	0.00	10,000.00	0.0%
Total 9000-00 · Special Projects	0.00	10,000.00	0.0%
Total Other Expense	342,104.55	411,755.00	83.1%
Net Other Income	(342,104.55)	(411,755.00)	83.1%
Net Income	(387,918.02)	(470,955.00)	82.4%

02/17/14

Jamesburg Board of Fire Commissioners
Accounts Payable Voucher List
 As of December 31, 2013

Date	Num	Account	Open Balance
AT&T			
12/31/2013	2013-03-131	7600-00 · Utilities	234.52
Total AT&T			234.52
EMERGENCY EQUIPMENT SALES, LLC			
12/31/2013	2013-01-070	7710-04 · Truck Service	495.00
12/31/2013	2013-01-071	7710-04 · Truck Service	495.00
Total EMERGENCY EQUIPMENT SALES, LLC			990.00
FIRE & SAFETY SERVICES, LTD.			
12/31/2013	2013-01-072	7710-04 · Truck Service	139.00
Total FIRE & SAFETY SERVICES, LTD.			139.00
NEW JERSEY FIRE EQUIPMENT CO.			
12/31/2013	2013-01-069	7140-01 · Fire Equipment	1,330.80
Total NEW JERSEY FIRE EQUIPMENT CO.			1,330.80
NJ-AMERICAN WATER COMP.			
12/31/2013	2013-03-132	7200-00 · Hydrant Rental Dom Water	4,578.00
Total NJ-AMERICAN WATER COMP.			4,578.00
TOTAL			<u>7,272.32</u>

02/17/14

Jamesburg Board of Fire Commissioners
Accounts Payable Voucher List
As of February 28, 2014

Date	Num	Account	Open Balance
ANNA ORANCZAK			
2/17/2014	2014-03-004	6400-05 · Election Expenses	125.00
Total ANNA ORANCZAK			125.00
AT&T			
12/31/2013	2013-03-131	7600-00 · Utilities	234.52
2/17/2014	2014-03-005	7600-00 · Utilities	238.76
Total AT&T			473.28
BRIAN H. WRIGHT			
2/17/2014	2014-03-006	6100-01 · Commissioners Pay	715.00
Total BRIAN H. WRIGHT			715.00
DEBORAH A. FITZGERALD			
2/17/2014	2014-03-007	6400-02 · Accounting/Auditing Fees	318.02
Total DEBORAH A. FITZGERALD			318.02
DEER PARK DIRECT			
2/17/2014	2014-02-002	7730-00 · Bldg Maintenance	10.26
Total DEER PARK DIRECT			10.26
DINA WALKER			
2/17/2014	2014-03-008	6100-01 · Commissioners Pay	653.00
Total DINA WALKER			653.00
EMERGENCY EQUIPMENT SALES, LLC			
12/31/2013	2013-01-070	7710-04 · Truck Service	495.00
12/31/2013	2013-01-071	7710-04 · Truck Service	495.00
Total EMERGENCY EQUIPMENT SALES, LLC			990.00
FIRE & SAFETY SERVICES, LTD.			
12/31/2013	2013-01-072	7710-04 · Truck Service	139.00
2/17/2014	2014-01-001	7710-04 · Truck Service	263.22
Total FIRE & SAFETY SERVICES, LTD.			402.22
HOLLY FAAS			
2/17/2014	2014-03-009	6400-05 · Election Expenses	125.00
Total HOLLY FAAS			125.00
JCP&L			
2/17/2014	2014-03-010	7600-00 · Utilities	923.38
2/17/2014	2014-03-010	7600-00 · Utilities	776.04
Total JCP&L			1,699.42
JOSEPH HOWARD			
2/17/2014	2014-03-011	6100-01 · Commissioners Pay	520.00
Total JOSEPH HOWARD			520.00
LINDA CALLAGHAN			
2/17/2014	2014-03-012	6400-05 · Election Expenses	125.00
Total LINDA CALLAGHAN			125.00
MICHAEL RAMPACEK			
2/17/2014	2014-03-013	6400-05 · Election Expenses	75.00
Total MICHAEL RAMPACEK			75.00
MIDCO WASTE SYSTEMS #689			
2/17/2014	2014-02-003	7730-00 · Bldg Maintenance	399.93
Total MIDCO WASTE SYSTEMS #689			399.93
NANCY LINKE			
2/17/2014	2014-03-014	6100-01 · Commissioners Pay	943.00
Total NANCY LINKE			943.00
NETLINK WEB SERVICES, LLC			
2/17/2014	2014-03-015	6500-01 · Office Supplies	199.00
Total NETLINK WEB SERVICES, LLC			199.00

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Jamesburg Board of Fire Commissioners
Accounts Payable Voucher List
As of February 28, 2014

Date	Num	Account	Open Balance
NEW JERSEY FIRE EQUIPMENT CO.			
12/31/2013	2013-01-069	7140-01 · Fire Equipment	1,330.80
Total NEW JERSEY FIRE EQUIPMENT CO.			1,330.80
NEW JERSEY PRESS MEDIA			
2/17/2014	2014-03-016	6400-05 · Election Expenses	1,928.64
Total NEW JERSEY PRESS MEDIA			1,928.64
NJ-AMERICAN WATER COMP.			
12/31/2013	2013-03-132	7200-00 · Hydrant Rental Dom Water	4,578.00
2/17/2014	2014-03-017	7200-00 · Hydrant Rental Dom Water	24.85
2/17/2014	2014-03-017	7200-00 · Hydrant Rental Dom Water	4,578.00
Total NJ-AMERICAN WATER COMP.			9,180.85
OLIVER L.E. SODEN AGENCY			
2/17/2014	2014-03-018	7400-00 · Insurance Premium	5,481.00
Total OLIVER L.E. SODEN AGENCY			5,481.00
PANTANO POWER EQUIPMENT			
2/17/2014	2014-01-002	7710-04 · Truck Service	99.91
Total PANTANO POWER EQUIPMENT			99.91
PATRICK CONNELLY			
2/17/2014	2014-03-019	6100-01 · Commissioners Pay	520.00
Total PATRICK CONNELLY			520.00
PSE&G			
2/17/2014	2014-03-021	7600-00 · Utilities	834.76
Total PSE&G			834.76
W.B. MASON CO. INC.			
2/17/2014	2014-03-020	6500-01 · Office Supplies	139.99
2/17/2014	2014-03-020	6500-01 · Office Supplies	60.98
Total W.B. MASON CO. INC.			200.97
TOTAL			<u>27,350.06</u>

*includes
2013 A/P*

Jamesburg Board of Fire Commissioners
Monthly Check Register
 January 2014

02/17/14

Date	Num	Name	Memo	Amount
1104-00 - Cash in Checking-PNC				
1/31/2014			Service Charge	(75.24)
1/16/2014	7097	AUTO KING PARTS & SUPPLIES	A/C# J2100 INV# 367806 12/20/13	(11.58)
1/16/2014	7098	COMCAST	INTERNET & TV 12/31/13	(101.05)
1/16/2014	7099	COMMUNICATIONS SPECIALISTS, INC.	INV# 32798 12/20/13	(2,893.00)
1/16/2014	7100	CONTINENTAL FIRE & SAFETY, INC	INV# C5456 12/9/13	(456.52)
1/16/2014	7101	DEBORAH A. FITZGERALD	INV# 2013012 12/31/13	(175.00)
1/16/2014	7102	DEER PARK DIRECT	INV# 13L7801965661 1/3/14.	(11.25)
1/16/2014	7103	DELL MARKETING L.P. C/O DELL USA	INV# XJ92WF4T8 12/13/13	(2,323.08)
1/16/2014	7104	EMERGENCY EQUIPMENT SALES, LLC	INV# 13-1456 12/6/13	(564.02)
1/16/2014	7105	FIRST RESPONDER JOINT INSURANCE FUND	1ST INSTALLMENT - W/COMP, PKG, MGMT LIAB, ENVL, EXC...	(12,853.00)
1/16/2014	7106	JAMESBURG HARDWARE & APPLIANCE	A/C# 103420 STMT DATED 12/25/13	(60.48)
1/16/2014	7107	JCP&L	ELECTRIC 12/16/13	(1,450.33)
1/16/2014	7108	JOSEPH D YOUSSOUF, ESQUIRE	INV# 155 12/17/13	(3,730.00)
1/16/2014	7109	MAIN ELECTRIC SUPPLY CO., INC.	INV# 1031647-01 9/12/13	(52.80)
1/16/2014	7110	MIDCO WASTE SYSTEMS #689	INV# 0689-001448795 12/12/13	(398.84)
1/16/2014	7111	NEW JERSEY FIRE EQUIPMENT CO.		(4,335.00)
1/16/2014	7112	NEW JERSEY PRESS MEDIA	INV# 0027195057 12/29/13	(45.92)
1/16/2014	7113	NJ-AMERICAN WATER COMP.	A/C# 1018-210028471827 & 1018-210025838964 12/11/13	(4,601.76)
1/16/2014	7114	PSE&G	GAS 12/18/13	(794.19)
1/16/2014	7115	W.B. MASON CO. INC.	INV# 115604609 12/31/13	(24.99)
1/16/2014	7116	WARSHAUER GENERATOR LLC		(2,406.90)
Total 1104-00 - Cash in Checking-PNC				(37,364.95)
TOTAL				(37,364.95)

Jamesburg Board of Fire Commissioners
Outstanding Checks
August 2013 through January 2014

02/17/14

Type	Date	Num	Name	Account	Paid Amount
Bill Pmt -Check	8/15/2013	7019	RELIABLE FIRE PROTECTI...	1104-00 · Cash in Checking-PNC	
Bill	8/13/2013	2013-02-019		7730-00 · Bldg Maintenance	-150.00
TOTAL					-150.00
Bill Pmt -Check	1/16/2014	7104	EMERGENCY EQUIPMENT ...	1104-00 · Cash in Checking-PNC	
Bill	12/31/2013	2013-01-066		7195-00 · Uniform & Equip(Firefigh...	-564.02
TOTAL					-564.02
Bill Pmt -Check	1/16/2014	7108	JOSEPH D YOUSOUF, ES...	1104-00 · Cash in Checking-PNC	
Bill	12/31/2013	2013-03-127		6400-01 · Legal Fees	-3,730.00
TOTAL					-3,730.00
Bill Pmt -Check	1/16/2014	7112	NEW JERSEY PRESS MEDIA	1104-00 · Cash in Checking-PNC	
Bill	12/31/2013	2013-03-128		7500-01 · Advertising	-45.92
TOTAL					-45.92
Bill Pmt -Check	1/16/2014	7116	WARSHAUER GENERATO...	1104-00 · Cash in Checking-PNC	
Bill	12/31/2013	2013-02-041		7730-00 · Bldg Maintenance	-312.50
Bill	12/31/2013	2013-02-042		7730-00 · Bldg Maintenance	-774.40
Bill	1/15/2014	2014-02-001		7730-00 · Bldg Maintenance	-1,320.00
TOTAL					-2,406.90