

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

Prepared By: D. Fitzgerald

Treasurer Report:

Date: 5/15/14

Reconciled balance brought forward in PNC Checking Acct from last meeting:	\$ 19,998.97
Deposits made since the last meeting:	\$ 67,314.93
Vouchers/Fees paid/Transfers since last meeting:	\$ (67,315.49)
Current Reconciled Balance Remaining in PNC Checking Account (Note 1):	\$ 19,998.41
Reconciled PNC Savings Balance brought forward from last meeting:	\$ 256,143.28
Withdrawals/Transfers to Checking:	\$ (67,314.93)
Deposits/Interest to Savings Account (see Note 4):	\$ 39.18
Current Reconciled Balance Remaining in PNC Savings Account:	\$ 188,867.53
GRAND TOTAL CASH ON HAND:	\$ 208,865.94
Total Dollar Amount of Current Month Voucher List to be Paid:	\$ 15,962.68

Notes - 5/15/14 Report:

1) Payment of the current month's voucher list would result in a PNC Checking balance of: \$4,035.73 therefore a transfer FROM PNC Sav of **\$15,964.27** 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 \$39.18 on 4/30/14.

10:19 PM

05/13/14

Accrual Basis

Jamesburg Board of Fire Commissioners
Budgeted Appropriations vs. Actual
 January through December 2014

	Jan - Dec 14	Budget	% of Budget
Ordinary Income/Expense			
Expense			
6100-00 · Salary & Wages			
6100-01 · Commissioners Pay	6,702.00	13,400.00	50.0%
6100-02 · Clerk Pay	0.00	1,500.00	0.0%
Total 6100-00 · Salary & Wages	6,702.00	14,900.00	45.0%
6400-00 · Professional Fees			
6400-01 · Legal Fees	5,120.00	14,000.00	36.6%
6400-02 · Accounting/Auditing Fees	1,158.99	12,000.00	9.6%
6400-04 · Medical Services	3,780.00	5,000.00	75.6%
Total 6400-00 · Professional Fees	10,056.99	31,000.00	32.4%
6400-05 · Election Expenses	3,062.63	3,500.00	87.5%
6500-00 · Office \Postage Exp			
6500-01 · Office Supplies	1,136.96	8,500.00	13.4%
6500-02 · Misc Supplies(petty cash)	0.00	200.00	0.0%
Total 6500-00 · Office \Postage Exp	1,136.96	8,700.00	13.1%
Total Expense	20,958.58	58,100.00	36.1%
Net Ordinary Income	(20,958.58)	(58,100.00)	36.1%
Other Income/Expense			
Other Expense			
7100-00 · Reimb for Exp & Losses			
7140-00 · Truck Equipment			
7140-01 · Fire Equipment	0.00	13,000.00	0.0%
Total 7140-00 · Truck Equipment	0.00	13,000.00	0.0%
7195-00 · Uniform & Equip(Firefighters)	0.00	10,000.00	0.0%
Total 7100-00 · Reimb for Exp & Losses	0.00	23,000.00	0.0%
7200-00 · Hydrant Rental Dom Water	18,423.52	56,000.00	32.9%
7400-00 · Insurance Premium	31,187.00	44,500.00	70.1%
7500-00 · Professional Services			
7500-01 · Advertising	0.00	750.00	0.0%
7500-03 · Training & Education	2,299.00	7,500.00	30.7%
Total 7500-00 · Professional Services	2,299.00	8,250.00	27.9%
7600-00 · Utilities	9,043.37	27,000.00	33.5%
7700-00 · Maint/Repairs			
7710-00 · Truck Service			
7710-01 · Radio Serv/Repair	72.50	5,000.00	1.5%
7710-02 · Fuel	0.00	5,000.00	0.0%
7710-04 · Truck Service	383.11	15,000.00	2.6%
7710-05 · Equipment Testing	54.75	5,000.00	1.1%
Total 7710-00 · Truck Service	510.36	30,000.00	1.7%
7720-00 · Air Pack & Bottle Repair	0.00	1,800.00	0.0%
7730-00 · Bldg Maintenance	4,304.54	25,000.00	17.2%
7740-00 · Bldg Supplies	691.62	2,000.00	34.6%
7750-00 · Fire Comp. Contract	8,125.00	32,500.00	25.0%
Total 7700-00 · Maint/Repairs	13,631.52	91,300.00	14.9%
7800-00 · Contingency	77.86	25,000.00	0.3%
7850-00 · LOSAP Program			
7850-01 · LOSAP Program	0.00	18,000.00	0.0%
Total 7850-00 · LOSAP Program	0.00	18,000.00	0.0%
8000-00 · Debt Service			
8010-03 · Lease Purchase-Principal	0.00	25,496.00	0.0%
8010-10 · Capital Lease-Principal	0.00	50,000.00	0.0%
8010-11 · Capital Lease-Oshkosh Princ	23,808.00	23,808.00	100.0%
8020-03 · Lease Purchase-Int.	0.00	2,530.00	0.0%
8020-10 · Capital Lease-Interest	0.00	7,184.00	0.0%
8020-11 · Capital Lease-Oshkosh Int	9,641.29	9,641.00	100.0%
Total 8000-00 · Debt Service	33,449.29	118,659.00	28.2%
9000-00 · Special Projects			
9200-00 · Capital Project-Fire Equipment	0.00	10,000.00	0.0%
Total 9000-00 · Special Projects	0.00	10,000.00	0.0%
Total Other Expense	108,111.56	421,709.00	25.6%
Net Other Income	(108,111.56)	(421,709.00)	25.6%
Net Income	(129,070.14)	(479,809.00)	26.9%

05/13/14

Jamesburg Board of Fire Commissioners
Accounts Payable Voucher List
As of May 31, 2014

Date	Num	Account	Open Balance
AT&T			
5/13/2014	2014-03-041	7600-00 · Utilities	248.49
Total AT&T			248.49
BETTER LIVING DEPT. STORE			
5/13/2014	2014-02-014	7730-00 · Bldg Maintenance	582.56
Total BETTER LIVING DEPT. STORE			582.56
BOROUGH OF JAMESBURG SEWER UTILITY			
5/13/2014	2014-03-042	7600-00 · Utilities	236.75
5/13/2014	2014-03-042	7600-00 · Utilities	236.75
Total BOROUGH OF JAMESBURG SEWER UTILITY			473.50
BRIAN H. WRIGHT			
5/13/2014	2014-03-043	6100-01 · Commissioners Pay	715.00
Total BRIAN H. WRIGHT			715.00
COMCAST			
5/13/2014	2014-03-044	7600-00 · Utilities	101.01
Total COMCAST			101.01
DEBORAH A. FITZGERALD			
5/13/2014	2014-03-045	6400-02 · Accounting/Auditing Fees	237.50
Total DEBORAH A. FITZGERALD			237.50
DEER PARK DIRECT			
5/13/2014	2014-02-018	7730-00 · Bldg Maintenance	10.26
Total DEER PARK DIRECT			10.26
DINA WALKER			
5/13/2014	2014-03-047	6100-01 · Commissioners Pay	653.00
Total DINA WALKER			653.00
JAMESBURG HARDWARE & APPLIANCE			
5/13/2014	2014-02-015	7730-00 · Bldg Maintenance	49.74
Total JAMESBURG HARDWARE & APPLIANCE			49.74
JOSEPH D YOUSOUF, ESQUIRE			
5/13/2014	2014-03-048	6400-01 · Legal Fees	5,120.00
Total JOSEPH D YOUSOUF, ESQUIRE			5,120.00
MIDCO WASTE SYSTEMS #689			
5/13/2014	2014-02-017	7730-00 · Bldg Maintenance	402.57
Total MIDCO WASTE SYSTEMS #689			402.57
NANCY LINKE			
5/13/2014	2014-03-049	6100-01 · Commissioners Pay	943.00
Total NANCY LINKE			943.00
NETLINK WEB SERVICES, LLC			
5/13/2014	2014-03-050	6500-01 · Office Supplies	199.00
Total NETLINK WEB SERVICES, LLC			199.00
NJ-AMERICAN WATER COMP.			
5/13/2014	2014-03-051	7200-00 · Hydrant Rental Dom Water	18.49
5/13/2014	2014-03-051	7200-00 · Hydrant Rental Dom Water	4,578.00
Total NJ-AMERICAN WATER COMP.			4,596.49
NORTHEASTERN BUILDING SUPPLY			
5/13/2014	2014-02-016	7730-00 · Bldg Maintenance	98.51
Total NORTHEASTERN BUILDING SUPPLY			98.51
PATRICK CONNELLY			
5/13/2014	2014-03-052	6100-01 · Commissioners Pay	520.00
Total PATRICK CONNELLY			520.00
PSE&G			
5/13/2014	2014-03-053	7600-00 · Utilities	492.05
Total PSE&G			492.05

05/13/14

Jamesburg Board of Fire Commissioners
Accounts Payable Voucher List
As of May 31, 2014

<u>Date</u>	<u>Num</u>	<u>Account</u>	<u>Open Balance</u>
WILLIAM STONAKER 5/13/2014	2014-03-046	6100-01 · Commissioners Pay	520.00
Total WILLIAM STONAKER			520.00
TOTAL			<u>15,962.68</u>

BANK RECONCILIATION

NAME OF CLIENT: JAMESBURG BOARD OF FIRE COMMISSIONERS

MONTH OF: April-14

NAME OF BANK: PNC Bank

PREPARED BY: DF

ACCOUNT #: 80-2874-0082

BALANCE FORWARD:	31-Mar-14	\$19,998.97	BAL. PER BANK STATEMENT	\$28,273.41
			AS OF:	30-Apr-14
ADD DEBITS:			ADD DEPOSITS IN TRANSIT:	
Online Banking Transfer				
on 4/18/14	\$67,314.93			
TOTAL DEBITS:	\$67,314.93			
	TOTAL	\$87,313.90		
				\$0.00
LESS CREDITS:			TOTAL IN TRANSIT:	
VOUCHER LIST - 4/30	\$67,313.90			\$28,273.41
ACCOUNT ANALYSIS	\$1.59		LESS CHECKS OUTSTANDING:	
			TOTAL:	\$8,275.00
TOTAL CREDITS:	\$67,315.49			
ENDING BANK BALANCE-Per General Ledger:		\$19,998.41	BANK BALANCE-Per Reconciliation:	\$19,998.41

\$0.00

NUMBER	AMOUNT	PAYEE NAME	DATE	P/O #
7019	150.00	Reliable Fire	8/15/13	
7169	8,125.00	Jamesburg Vol Fire	4/17/14	
TOTAL	\$ 8,275.00			

Jamesburg Board of Fire Commissioners
Monthly Check Register
 April 2014

05/13/14

Date	Num	Name	Memo	Amount
1104-00 · Cash in Checking-PNC				
4/17/2014	7163	APPROVED FIRE PROTECTION CO.	INV# 111446055 1/10/14	(54.75)
4/17/2014	7164	AT&T	LOCAL & LONG DISTANCE 3/24/14	(248.24)
4/17/2014	7165	COMCAST	INTERNET & TV 3/31/14	(109.08)
4/17/2014	7166	DEBORAH A. FITZGERALD	INV# 2014003 3/31/14	(275.00)
4/17/2014	7167	DEER PARK DIRECT	INV# 14C7801965661 4/2/14	(10.26)
4/17/2014	7168	FIRST RESPONDER JOINT INSURANCE FUND	2ND INSTALLMENT - W/COMP, PKG, MGMT LIAB, ENVL, EX...	(12,853.00)
4/17/2014	7169	JAMESBURG VOL FIRE DEPT	1ST QTR 2014 CONTRACT INSTALLMENT	(8,125.00)
4/17/2014	7170	JCP&L	ELECTRIC 4/11/14	(1,417.70)
4/17/2014	7171	MIDCO WASTE SYSTEMS #689	INV# 0689-001519590 3/12/14	(402.34)
4/17/2014	7172	NETLINK WEB SERVICES, LLC	INV# NWS1531 4/1/14	(199.00)
4/17/2014	7173	NJ-AMERICAN WATER COMP.	A/C# 1018-210028471827 4/10 & 1018-210025838964 4/2/14	(9,199.33)
4/17/2014	7174	OSHKOSH CAPITAL	INV# 4788264 3/25/14	(33,449.29)
4/17/2014	7175	PENGUIN MANAGEMENT, INC.	INV# 19266 2/19/14	(72.50)
4/17/2014	7176	PSE&G	GAS 3/20/14	(710.97)
4/17/2014	7177	THE STAR-LEDGER	A/C# 1153571 AD 1/30/14	(187.44)
Total 1104-00 · Cash in Checking-PNC				(67,313.90)
TOTAL				(67,313.90)

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

05/13/14

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	4/17/2014	7169	JAMESBURG VOL FIRE DE...	1104-00 · Cash in Checking-PNC	
Bill	4/16/2014	2014-02-013		7750-00 · Fire Comp. Contract	-8,125.00
TOTAL					-8,125.00