

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

Prepared By: D. Fitzgerald

Treasurer Report:

Date: 1/17/19

Reconciled balance brought forward in PNC Checking Acct from last meeting:	\$ 40,812.74
Deposits/Voided Checks since the last meeting (see Note 1):	\$ 23,222.04
Vouchers/Fees paid/Transfers since last meeting:	\$ (48,834.78)
Current Reconciled Balance Remaining in PNC Checking Account (Note 1):	\$ 15,200.00
Reconciled PNC Savings Balance brought forward from last meeting:	\$ 438,349.64
Withdrawals/Transfers to Checking:	\$ (23,222.04)
Deposits/Interest to Savings Account (see Note 4 & 5):	\$ 407.29
Current Reconciled Balance Remaining in PNC Savings Account: **MATCHES BALANCE IN BANK ONLINE**	\$ 415,534.89
GRAND TOTAL CASH ON HAND:	\$ 430,734.89
Total Dollar Amount of Current Month Voucher List to be Paid:	\$ 66,870.02

Notes - 1/17/19 Report:

1) Payment of the current month's voucher list would result in a PNC Checking balance of: \$ (51,670.02) therefore a transfer FROM PNC Sav of \$ 71,670.02 needs to be made in order to maintain the control balance of **\$20,000.00**. The funds transfer to cover the checks issued in December was completed on

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 ensure they will be paid that month.

4) Reflects interest earned and posted of \$407.29 on 12/31/18.

5) Fire Tax Checks are due from the Borough within 30 days following the March, May, August, and November commissioner meetings.

01/16/19

Jamesburg Board of Fire Commissioners
Accounts Payable Voucher List
As of January 17, 2019

Date	Num	Account	Open Balance
APPROVED FIRE PROTECTION CO.			
12/31/2018	2018-01-071	7710-05 · Equipment Testing	177.75
Total APPROVED FIRE PROTECTION CO.			177.75
AT&T			
12/31/2018	2018-03-110	7600-00 · Utilities	106.46
12/31/2018	2018-03-110	7600-00 · Utilities	360.07
Total AT&T			466.53
BETTER LIVING DEPT. STORE			
12/31/2018	2018-01-072	7500-03 · Training & Education	23.44
Total BETTER LIVING DEPT. STORE			23.44
CENTRAL JERSEY SECURITY			
1/15/2019	2019-02-001	7730-00 · Bldg Maintenance	149.85
Total CENTRAL JERSEY SECURITY			149.85
CIRCLE JANITORIAL SUPPLIES, SOUTH			
12/31/2018	2018-02-068	7740-00 · Bldg Supplies	189.00
12/31/2018	2018-02-069	7740-00 · Bldg Supplies	249.25
Total CIRCLE JANITORIAL SUPPLIES, SOUTH			438.25
DALTON ELECTRIC COMPANY, INC.			
12/31/2018	2018-01-070	7800-00 · Contingency	1,799.00
Total DALTON ELECTRIC COMPANY, INC.			1,799.00
DEBORAH A. FITZGERALD			
12/31/2018	2018-03-114	6400-02 · Accounting/Auditing Fees	400.00
Total DEBORAH A. FITZGERALD			400.00
FIRE ONE, INC.			
12/31/2018	2018-01-073	7710-05 · Equipment Testing	625.00
Total FIRE ONE, INC.			625.00
FIRST RESPONDER JOINT INSURANCE FUND			
1/15/2019	2019-03-001	7400-00 · Insurance Premium	14,616.00
Total FIRST RESPONDER JOINT INSURANCE FUND			14,616.00
JAMESBURG VOLUNTEER FIRE - PETTY CASH			
12/31/2018	2018-02-073	7195-00 · Uniform & Equip(Firefighters)	59.32
12/31/2018	2018-02-073	7710-05 · Equipment Testing	31.21
12/31/2018	2018-02-073	7710-02 · Fuel	65.00
Total JAMESBURG VOLUNTEER FIRE - PETTY CASH			155.53
JONATHON RAMPACEK			
12/31/2018	2018-01-074	7600-00 · Utilities	250.00
Total JONATHON RAMPACEK			250.00
MC MASTER-CARR SUPPLY CO.			
12/31/2018	2018-01-068	7140-01 · Fire Equipment	376.93
Total MC MASTER-CARR SUPPLY CO.			376.93
MIDDLESEX COUNTY FIRE ACADEMY			
12/31/2018	2018-01-075	7500-03 · Training & Education	289.00
Total MIDDLESEX COUNTY FIRE ACADEMY			289.00
NETLINK WEB SERVICES, LLC			
1/15/2019	2019-03-002	6500-01 · Office Supplies	199.00
Total NETLINK WEB SERVICES, LLC			199.00
NJ-AMERICAN WATER COMP.			
12/31/2018	2018-03-111	7200-00 · Hydrant Rental Dom Water	12.48
12/31/2018	2018-03-111	7200-00 · Hydrant Rental Dom Water	4,830.00
Total NJ-AMERICAN WATER COMP.			4,842.48
PSE&G			
12/31/2018	2018-03-112	7600-00 · Utilities	749.29
Total PSE&G			749.29
READY REFRESH BY NESTLE			
12/31/2018	2018-02-071	7730-00 · Bldg Maintenance	25.97

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Jamesburg Board of Fire Commissioners
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As of January 17, 2019

<u>Date</u>	<u>Num</u>	<u>Account</u>	<u>Open Balance</u>
Total READY REFRESH BY NESTLE			25.97
SAMUEL KLEIN & COMPANY			
1/15/2019	2019-03-003	6400-02 · Accounting/Auditing Fees	1,350.00
Total SAMUEL KLEIN & COMPANY			1,350.00
STANDARD WASTE SERVICES			
1/15/2019	2019-02-002	7730-00 · Bldg Maintenance	139.40
Total STANDARD WASTE SERVICES			139.40
TACTICAL PUBLIC SAFETY, LLC			
12/31/2018	2017-01-008	7710-01 · Radio Serv/Repair	39,256.98
Total TACTICAL PUBLIC SAFETY, LLC			39,256.98
VIKING TERMITE & PEST CONTROL, INC.			
12/31/2018	2018-02-072	7730-00 · Bidg Maintenance	145.00
Total VIKING TERMITE & PEST CONTROL, INC.			145.00
W.B. MASON CO. INC.			
12/31/2018	2018-03-113	6500-01 · Office Supplies	394.62
Total W.B. MASON CO. INC.			394.62
TOTAL			66,870.02

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Jamesburg Board of Fire Commissioners
Accounts Payable Voucher List
As of December 31, 2018

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Total W.B. MASON CO. INC.			394.62
TOTAL			<u>50,415.77</u>

BANK RECONCILIATION

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

MONTH OF: **December-18**

NAME OF BANK: **PNC Bank**

PREPARED BY: **DF**

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

BALANCE FORWARD:	30-Nov-18	\$ 17,461.59	BAL. PER BANK STATEMENT	\$ 27,923.94
			AS OF:	31-Dec-18
ADD DEBITS:			ADD DEPOSITS IN TRANSIT:	
Online Banking Transfer				
on	\$ -			
*not done until 2019				
VOIDED CHECKS on 12/19/18:				
Ck# 7888 4/20/17 - JG Painting	\$ 200.00			
Ck# 8143 4/19/18 - VALIC	\$ 20,612.74			
Ck# 8274 11/15/18 - Boro of Jamesburg	\$ 2,538.41			
TOTAL DEBITS:	\$ 23,351.15			
	TOTAL	\$ 40,812.74		
LESS CREDITS:			TOTAL IN TRANSIT:	
VOUCHER LIST - 12/31/18	\$ 48,834.78			\$ 27,923.94
ACCOUNT ANALYSIS FEE	\$ -		LESS CHECKS OUTSTANDING:	
TOTAL CREDITS:	\$ 48,834.78		TOTAL:	\$ 35,945.98
ENDING BANK BALANCE-Per G/L	30-Nov-18	\$ (8,022.04)	BANK BALANCE-Per Reconciliation:	\$ (8,022.04)

\$0.00

NUMBER	AMOUNT	PAYEE NAME	DATE	P/O #
7888	-	JG Painting - VOIDED 12/19/18	4/20/17	
8143	-	VALIC - VOIDED 12/19/18	4/19/18	
8261	22.27	Ready Refresh	10/25/18	
8274	-	Borough of Jamesburg - VOIDED 12/19/18	11/15/18	
8279	651.00	Dina Walker	11/15/18	
8283	8,125.00	Dina Walker	11/15/18	
8287	350.00	Piscataway Fire School	11/15/18	
8303	725.00	George Logan Towing	12/20/18	
8305	200.00	JG Painting	12/20/18	
8306	199.00	Netlink	12/20/18	
8310	25.97	Ready Refresh	12/20/18	
8312	235.00	Skylands Area	12/20/18	
8314	20,612.74	VALIC	12/20/18	
8315	4,800.00	DCI Construction	12/28/18	
TOTAL	\$ 35,945.98			

Jamesburg Board of Fire Commissioners
Monthly Check Register
 December 2018

01/15/19

Date	Num	Name	Memo	Amount
1104-00 · Cash in Checking-PNC				
12/20/2018	8296	AT&T	LOCAL & LONG DISTANCE 11/24/18	(360.13)
12/20/2018	8297	BOROUGH OF JAMESBURG	ANNUAL FUEL BILL 10/30/17 THRU 10/29/18	(2,331.89)
12/20/2018	8298	COMCAST	MONTHLY INTERNET & TV 12/9/18	(208.04)
12/20/2018	8299	DCI CONSTRUCTION, LLC	INV# 1144 12/19/18	(2,200.00)
12/20/2018	8300	DEBORAH A. FITZGERALD	INV# 2018011 11/30/18	(250.00)
12/20/2018	8301	EMERGENCY REPORTING	INV# 2018_8121 12/31/18	(1,420.00)
12/20/2018	8302	FIRSTLINE LOCKSMITH, LLC	INV# 5333126 12/10/18	(369.00)
12/20/2018	8303	GEORGE LOGAN TOWING, INC.	INV# H0817 11/18/18	(725.00)
12/20/2018	8304	JCP&L	ELECTRIC 12/12/18	(1,273.05)
12/20/2018	8305	JG PAINTING & CONTRACTING, LLC	INV FOR STENCIL 1/11/17	(200.00)
12/20/2018	8306	NETLINK WEB SERVICES, LLC	INV# NWS2289 12/1/18	(199.00)
12/20/2018	8307	NEW JERSEY FIRE EQUIPMENT CO.		(902.00)
12/20/2018	8308	NJ-AMERICAN WATER COMP.	A/C# 1018-210025838964 12/5/18	(9,021.24)
12/20/2018	8309	PSE&G	INV# 503100050406 11/21/18	(390.48)
12/20/2018	8310	READY REFRESH BY NESTLE	INV# 18K7801965661 12/3/18	(25.97)
12/20/2018	8311	SEAGRAVE FIRE APPARATUS, LLC		(3,178.48)
12/20/2018	8312	SKYLANDS AREA FIRE EQUIPMENT & TRAI...	INV# 10234 11/8/18	(235.00)
12/20/2018	8313	STANDARD WASTE SERVICES	INV# 334522 12/1/18	(132.76)
12/20/2018	8314	VALIC	2017 CONTRIBUTIONS - 25 MEMBERS	(20,812.74)
12/28/2018	8315	DCI CONSTRUCTION, LLC	30% DOWN PAYMENT - DOOR/WINDOW	(4,800.00)
Total 1104-00 · Cash in Checking-PNC				(48,834.78)
TOTAL				(48,834.78)

Jamesburg Board of Fire Commissioners
Outstanding Checks
 October through December 2018

01/15/19

Type	Date	Num	Name	Account	Paid Amount
Bill Pmt -Check	10/25/2018	8261	READY REFRESH BY NESTLE	1104-00 · Cash in Checking-PNC	
Bill	10/23/2018	2018-02-052		7730-00 · Bldg Maintenance	-22.27
TOTAL					-22.27
Bill Pmt -Check	11/15/2018	8279	DINA WALKER	1104-00 · Cash in Checking-PNC	
Bill	11/14/2018	2018-03-097		6100-01 · Commissioners Pay	-651.00
TOTAL					-651.00
Bill Pmt -Check	11/15/2018	8283	JAMESBURG VOL FIRE DEPT	1104-00 · Cash in Checking-PNC	
Bill	11/14/2018	2018-02-058		7750-00 · Fire Comp. Contract	-8,125.00
TOTAL					-8,125.00
Bill Pmt -Check	11/15/2018	8287	PISCATAWAY FIRE SCHOOL	1104-00 · Cash in Checking-PNC	
Bill	11/14/2018	2018-01-059		7500-03 · Training & Education	-350.00
TOTAL					-350.00
Bill Pmt -Check	12/20/2018	8303	GEORGE LOGAN TOWING, INC.	1104-00 · Cash in Checking-PNC	
Bill	12/19/2018	2018-01-062		7710-04 · Truck Service	-725.00
TOTAL					-725.00
Bill Pmt -Check	12/20/2018	8305	JG PAINTING & CONTRACTING, LLC	1104-00 · Cash in Checking-PNC	
Bill	4/19/2017	2017-02-007		7730-00 · Bldg Maintenance	-200.00
TOTAL					-200.00
Bill Pmt -Check	12/20/2018	8306	NETLINK WEB SERVICES, LLC	1104-00 · Cash in Checking-PNC	
Bill	12/19/2018	2018-03-107		6500-01 · Office Supplies	-199.00
TOTAL					-199.00
Bill Pmt -Check	12/20/2018	8310	READY REFRESH BY NESTLE	1104-00 · Cash in Checking-PNC	
Bill	12/19/2018	2018-02-066		7730-00 · Bldg Maintenance	-25.97
TOTAL					-25.97
Bill Pmt -Check	12/20/2018	8312	SKYLANDS AREA FIRE EQUIPMENT & TRAI...	1104-00 · Cash in Checking-PNC	
Bill	12/19/2018	2018-01-065		7195-00 · Uniform & Equip(Firefighters)	-235.00
TOTAL					-235.00
Bill Pmt -Check	12/20/2018	8314	VALIC	1104-00 · Cash in Checking-PNC	
Bill	4/19/2018	2018-03-039		7850-01 · LOSAP Program	-17,710.80
				7850-01 · LOSAP Program	-2,901.94
TOTAL					-20,612.74
Check	12/28/2018	8315	DCI CONSTRUCTION, LLC	1104-00 · Cash in Checking-PNC	
				7730-00 · Bldg Maintenance	-4,800.00
TOTAL					-4,800.00