

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

Prepared By: D. Fitzgerald

Treasurer Report:

Date: 1/21/16

Reconciled balance brought forward in PNC Checking Acct from last meeting:	\$ 75,138.00
Deposits/Voiced Checks since the last meeting (see Note 1):	\$ 17,570.57
Vouchers/Fees paid/Transfers since last meeting:	\$ (72,712.04)
Current Reconciled Balance Remaining in PNC Checking Account (Note 1):	\$ 19,996.53
Reconciled PNC Savings Balance brought forward from last meeting:	\$ 143,395.50
Withdrawals/Transfers to Checking:	\$ (17,570.57)
Deposits/Interest to Savings Account (see Note 4):	\$ 11.46
Current Reconciled Balance Remaining in PNC Savings Account:	\$ 125,836.39
GRAND TOTAL CASH ON HAND:	\$ 145,832.92
Total Dollar Amount of Current Month Voucher List to be Paid:	\$ 38,014.91

Notes - 1/21/16 Report:

1) Payment of the current month's voucher list would result in a PNC Checking balance of: \$ (18,018.38) therefore a transfer FROM PNC Sav of **\$38,018.38** 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 ensure they will be paid that month.

4) Reflects interest earned and posted of \$11.46 on 12/31/15.

**Jamesburg Board of Fire Commissioners
Budgeted Appropriations vs. Actual
January through December 2015**

DRAFT

	Jan - Dec 15	Budget	% of Budget
Ordinary Income/Expense			
Expense			
6100-00 · Salary & Wages			
6100-01 · Commissioners Pay	13,400.00	13,400.00	100.0%
6100-02 · Clerk Pay	0.00	1,500.00	0.0%
Total 6100-00 · Salary & Wages	13,400.00	14,900.00	89.9%
6400-00 · Professional Fees			
6400-01 · Legal Fees	10,990.32	17,000.00	64.6%
6400-02 · Accounting/Auditing Fees	9,044.36	12,000.00	75.4%
6400-04 · Medical Services	4,455.00	5,250.00	84.9%
Total 6400-00 · Professional Fees	24,489.68	34,250.00	71.5%
6400-05 · Election Expenses	521.00	3,500.00	14.9%
6500-00 · Office \Postage Exp			
6500-01 · Office Supplies	2,692.33	5,000.00	53.8%
6500-02 · Misc Supplies(petty cash)	189.00	200.00	94.5%
Total 6500-00 · Office \Postage Exp	2,881.33	5,200.00	55.4%
Total Expense	41,292.01	57,850.00	71.4%
Net Ordinary Income	(41,292.01)	(57,850.00)	71.4%
Other Income/Expense			
Other Expense			
7100-00 · Reimb for Exp & Losses			
7140-00 · Truck Equipment			
7140-01 · Fire Equipment	8,734.66	13,000.00	67.2%
Total 7140-00 · Truck Equipment	8,734.66	13,000.00	67.2%
7195-00 · Uniform & Equip(Firefighters)	13,820.72	10,000.00	138.2%
Total 7100-00 · Reimb for Exp & Losses	22,555.38	23,000.00	98.1%
7200-00 · Hydrant Rental Dom Water	55,841.36	56,000.00	99.7%
7400-00 · Insurance Premium	46,857.00	46,000.00	101.9%
7500-00 · Professional Services			
7500-01 · Advertising	110.24	750.00	14.7%
7500-03 · Training & Education	4,973.98	7,500.00	66.3%
Total 7500-00 · Professional Services	5,084.22	8,250.00	61.6%
7600-00 · Utilities	19,467.47	23,000.00	84.6%
7700-00 · Maint/Repairs			
7710-00 · Truck Service			
7710-01 · Radio Serv/Repair	3,545.00	5,000.00	70.9%
7710-02 · Fuel	2,058.80	5,000.00	41.2%
7710-04 · Truck Service	16,121.05	15,000.00	107.5%
7710-05 · Equipment Testing	3,799.45	5,000.00	76.0%
Total 7710-00 · Truck Service	25,524.30	30,000.00	85.1%
7720-00 · Air Pack & Bottle Repair	0.00	1,800.00	0.0%
7730-00 · Bidg Maintenance	30,827.36	39,000.00	79.0%
7740-00 · Bidg Supplies	2,174.37	2,000.00	108.7%
7750-00 · Fire Comp. Contract	32,500.00	32,500.00	100.0%
Total 7700-00 · Maint/Repairs	91,026.03	105,300.00	86.4%
7800-00 · Contingency	1,936.52	25,000.00	7.7%
7850-00 · LOSAP Program			
7850-01 · LOSAP Program	14,412.20	19,000.00	75.9%
Total 7850-00 · LOSAP Program	14,412.20	19,000.00	75.9%
8000-00 · Debt Service			
8010-03 · Lease Purchase-Principal	26,312.55	26,313.00	100.0%
8010-10 · Capital Lease-Principal	50,000.00	50,000.00	100.0%
8010-11 · Capital Lease-Oshkosh Princ	24,725.00	24,725.00	100.0%
8020-03 · Lease Purchase-Int.	1,713.12	1,714.00	99.9%
8020-10 · Capital Lease-Interest	4,939.00	4,939.00	100.0%
8020-11 · Capital Lease-Oshkosh Int	8,724.29	8,725.00	100.0%
Total 8000-00 · Debt Service	116,413.96	116,416.00	100.0%
9000-00 · Special Projects			
9200-00 · Capital Project-Fire Equipment	44,361.78		
Total 9000-00 · Special Projects	44,361.78		
Total Other Expense	417,955.92	421,966.00	99.0%
Net Other Income	(417,955.92)	(421,966.00)	99.0%
Net Income	(459,247.93)	(479,816.00)	95.7%

01/20/16

Jamesburg Board of Fire Commissioners
Accounts Payable Voucher List
As of January 31, 2016

Date	Num	Account	Open Balance
APPROVED FIRE PROTECTION CO.			
12/31/2015	2015-01-068	7710-05 · Equipment Testing	54.75
Total APPROVED FIRE PROTECTION CO.			54.75
AT&T			
12/31/2015	2015-03-122	7600-00 · Utilities	287.04
Total AT&T			287.04
BOROUGH OF JAMESBURG SEWER UTILITY			
12/31/2015	2015-03-123	7600-00 · Utilities	18.71
Total BOROUGH OF JAMESBURG SEWER UTILITY			18.71
BROADWAY CONTRACTING CO. INC.			
12/31/2015	2015-02-058	7730-00 · Bldg Maintenance	75.00
Total BROADWAY CONTRACTING CO. INC.			75.00
COMCAST			
1/19/2016	2016-03-001	7600-00 · Utilities	108.04
Total COMCAST			108.04
DEBORAH A. FITZGERALD			
12/31/2015	2015-03-124	6400-02 · Accounting/Auditing Fees	287.50
Total DEBORAH A. FITZGERALD			287.50
FIRST RESPONDER JOINT INSURANCE FUND			
1/19/2016	2016-03-002	7400-00 · Insurance Premium	14,157.00
Total FIRST RESPONDER JOINT INSURANCE FUND			14,157.00
GEARGRID CORPORATION			
12/31/2015	2015-02-057	7730-00 · Bldg Maintenance	10,278.00
Total GEARGRID CORPORATION			10,278.00
GENERAL WASTE REMOVAL, INC.			
1/19/2016	2016-02-002	7730-00 · Bldg Maintenance	131.56
Total GENERAL WASTE REMOVAL, INC.			131.56
JCP&L			
12/31/2015	2015-03-125	7600-00 · Utilities	647.09
1/19/2016	2016-03-004	7600-00 · Utilities	846.00
Total JCP&L			1,493.09
MINERVA CLEANERS, LLC			
12/31/2015	2015-01-069	7195-00 · Uniform & Equip(Firefighters)	579.00
Total MINERVA CLEANERS, LLC			579.00
NETLINK WEB SERVICES, LLC			
1/19/2016	2016-03-005	6500-01 · Office Supplies	199.00
Total NETLINK WEB SERVICES, LLC			199.00
NJ-AMERICAN WATER COMP.			
12/31/2015	2015-03-126	7200-00 · Hydrant Rental Dom Water	4,735.50
1/19/2016	2016-03-006	7200-00 · Hydrant Rental Dom Water	73.31
Total NJ-AMERICAN WATER COMP.			4,808.81
PSE&G			
1/19/2016	2016-03-007	7600-00 · Utilities	229.17
Total PSE&G			229.17
READY REFRESH BY NESTLE			
12/31/2015	2015-02-059	7730-00 · Bldg Maintenance	19.26
Total READY REFRESH BY NESTLE			19.26
RELIABLE FIRE PROTECTION			
1/19/2016	2016-02-001	7730-00 · Bldg Maintenance	218.00
Total RELIABLE FIRE PROTECTION			218.00
RICOCHET MANUFACTURING CO, INC.			
12/31/2015	2015-01-067	7195-00 · Uniform & Equip(Firefighters)	3,292.38
Total RICOCHET MANUFACTURING CO, INC.			3,292.38
SAMUEL KLEIN & COMPANY			

01/20/16

Jamesburg Board of Fire Commissioners
Accounts Payable Voucher List
As of January 31, 2016

<u>Date</u>	<u>Num</u>	<u>Account</u>	<u>Open Balance</u>
1/19/2016	2016-03-008	6400-02 · Accounting/Auditing Fees	1,350.00
Total SAMUEL KLEIN & COMPANY			1,350.00
SISBARRO TOWING & RECOVERY LLC			
12/31/2015	2015-01-070	7710-04 · Truck Service	428.60
Total SISBARRO TOWING & RECOVERY LLC			428.60
TOTAL			<u>38,014.91</u>

includes
2015
Open A/P

01/19/16

Jamesburg Board of Fire Commissioners
Accounts Payable Voucher List
As of December 31, 2015

Date	Num	Account	Open Balance
APPROVED FIRE PROTECTION CO.			
12/31/2015	2015-01-068	7710-05 · Equipment Testing	54.75
Total APPROVED FIRE PROTECTION CO.			54.75
AT&T			
12/31/2015	2015-03-122	7600-00 · Utilities	287.04
Total AT&T			287.04
BOROUGH OF JAMESBURG SEWER UTILITY			
12/31/2015	2015-03-123	7600-00 · Utilities	18.71
Total BOROUGH OF JAMESBURG SEWER UTILITY			18.71
BROADWAY CONTRACTING CO. INC.			
12/31/2015	2015-02-058	7730-00 · Bldg Maintenance	75.00
Total BROADWAY CONTRACTING CO. INC.			75.00
DEBORAH A. FITZGERALD			
12/31/2015	2015-03-124	6400-02 · Accounting/Auditing Fees	287.50
Total DEBORAH A. FITZGERALD			287.50
GEARGRID CORPORATION			
12/31/2015	2015-02-057	7730-00 · Bldg Maintenance	10,278.00
Total GEARGRID CORPORATION			10,278.00
JCP&L			
12/31/2015	2015-03-125	7600-00 · Utilities	647.09
Total JCP&L			647.09
MINERVA CLEANERS, LLC			
12/31/2015	2015-01-069	7195-00 · Uniform & Equip(Firefighters)	579.00
Total MINERVA CLEANERS, LLC			579.00
NJ-AMERICAN WATER COMP.			
12/31/2015	2015-03-126	7200-00 · Hydrant Rental Dom Water	4,735.50
Total NJ-AMERICAN WATER COMP.			4,735.50
READY REFRESH BY NESTLE			
12/31/2015	2015-02-059	7730-00 · Bldg Maintenance	19.26
Total READY REFRESH BY NESTLE			19.26
RICOCHET MANUFACTURING CO, INC.			
12/31/2015	2015-01-067	7195-00 · Uniform & Equip(Firefighters)	3,292.38
Total RICOCHET MANUFACTURING CO, INC.			3,292.38
SISBARRO TOWING & RECOVERY LLC			
12/31/2015	2015-01-070	7710-04 · Truck Service	428.60
Total SISBARRO TOWING & RECOVERY LLC			428.60
TOTAL			20,702.83

Jamesburg Board of Fire Commissioners

Monthly Check Register

December 2015

01/19/16

Date	Num	Name	Memo	Amount
1104-00 - Cash in Checking-PNC				
12/17/2015	7563	SISBARRO TOWING & RECOVERY LLC		(3,849.00)
12/17/2015	7564	BANC OF AMERICA PUBLIC CAPITAL	A/C# 1698700, INV# R08112 11/20/15	(54,939.00)
12/17/2015	7565	AT&T	LOCAL & LONG DISTANCE 11/24/15	(292.61)
12/17/2015	7566	BETTER LIVING DEPT. STORE	INV# A281182 11/8/15	(115.43)
12/17/2015	7569	JAMESBURG HARDWARE & APPLIANCE		(95.46)
12/17/2015	7570	MIDDLESEX COUNTY FIRE ACADEMY	INV# 05-1001-15 8/24/15	(472.00)
12/17/2015	7573	NETLINK WEB SERVICES, LLC		(398.00)
12/17/2015	7574	MONMOUTH COUNTY TREASURER	INV# 110215 10/30/15	(250.00)
12/17/2015	7575	NEW JERSEY FIRE EQUIPMENT CO.	INV# 48537 11/16/15	(698.80)
12/17/2015	7576	FAIL SAFE TESTING	INV# INV-001737 11/25/15	(2,859.08)
12/17/2015	7577	DEBORAH A. FITZGERALD	INV# 2015011 11/30/15	(275.00)
12/17/2015	7578	COMMUNICATIONS SPECIALISTS, INC.	INV# 35264 12/3/15	(228.00)
12/17/2015	7579	COMCAST	CABLE TV & INTERNET 12/3/15	(105.04)
12/17/2015	7580	CIRCLE JANITORIAL SUPPLIES, SOUTH	INV# 17377-15 12/8/15	(245.41)
12/17/2015	7581	BOROUGH OF JAMESBURG	ANNUAL FUEL BILL 11/1/14-10/26/15	(2,058.80)
12/17/2015	7582	NJ-AMERICAN WATER COMP.	A/C# 1018-210028471827 12/11/15, -210025838964 12/2/15	(4,788.91)
12/17/2015	7583	PSE&G	GAS 11/18/15	(87.21)
12/17/2015	7584	READY REFRESH BY NESTLE	INV# 15K7801965661 12/3/15	(19.26)
12/17/2015	7585	SOMERSET COUNTY EMERGENCY SVCS T...	INV# 11014 12/7/15	(800.00)
12/17/2015	7586	GENERAL WASTE REMOVAL, INC.	INV# 5C100031 12/1/15	(131.56)
Total 1104-00 - Cash in Checking-PNC				(72,708.57)
TOTAL				(72,708.57)

Jamesburg Board of Fire Commissioners

Outstanding Checks

November through December 2015

01/19/16

Type	Date	Num	Name	Account	Paid Amount
Bill Pmt -Check	11/19/2015	7551	JAMESBURG VOL FIRE DE...	1104-00 · Cash in Checking-PNC	
Bill	11/17/2015	2015-02-051		7750-00 · Fire Comp. Contract	-8,125.00
TOTAL					-8,125.00
Bill Pmt -Check	12/17/2015	7573	NETLINK WEB SERVICES, ...	1104-00 · Cash in Checking-PNC	
Bill	2/16/2015	2015-03-014		6500-01 · Office Supplies	-199.00
Bill	12/15/2015	2015-03-119		6500-01 · Office Supplies	-199.00
TOTAL					-398.00
Bill Pmt -Check	12/17/2015	7575	NEW JERSEY FIRE EQUIP...	1104-00 · Cash in Checking-PNC	
Bill	12/15/2015	2015-01-041		7140-01 · Fire Equipment	-698.80
TOTAL					-698.80
Bill Pmt -Check	12/17/2015	7576	FAIL SAFE TESTING	1104-00 · Cash in Checking-PNC	
Bill	12/15/2015	2015-01-045		7710-05 · Equipment Testing	-2,859.08
TOTAL					-2,859.08
Bill Pmt -Check	12/17/2015	7580	CIRCLE JANITORIAL SUPP...	1104-00 · Cash in Checking-PNC	
Bill	12/15/2015	2015-02-053		7740-00 · Bldg Supplies	-245.41
TOTAL					-245.41