

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

Prepared By: D. Fitzgerald

Treasurer Report:

Date: 12/20/18

Reconciled balance brought forward in PNC Checking Acct from last meeting:	\$ (18,485.89)
Deposits/Voiced Checks since the last meeting (see Note 1):	\$ 80,719.00
Vouchers/Fees paid/Transfers since last meeting:	\$ (21,420.37)
Current Reconciled Balance Remaining in PNC Checking Account (Note 1):	\$ 40,812.74
Reconciled PNC Savings Balance brought forward from last meeting:	\$ 378,626.54
Withdrawals/Transfers to Checking:	\$ (57,367.85)
Deposits/Interest to Savings Account (see Note 4 & 5):	\$ 117,090.95
Current Reconciled Balance Remaining in PNC Savings Account: **MATCHES BALANCE IN BANK ONLINE**	\$ 438,349.64
GRAND TOTAL CASH ON HAND:	\$ 479,162.38
Total Dollar Amount of Current Month Voucher List to be Paid: *INCLUDES REISSUE OF VOIDED CHECKS AT CORRECT AMOUNTS*	\$ 44,034.78

Notes - 12/20/18 Report:

1) Payment of the current month's voucher list would result in a PNC Checking balance of: \$ (3,222.04) therefore a transfer FROM PNC Sav of \$23,222.04 needs to be made in order to maintain the control balance of **\$20,000.00**. The following checks were **VOIDED** 12/19/18 - Ck# 7888, issued 4/20/17 to JG Painting for \$200; Ck#8143, issued 4/19/18 to VALIC for \$20,612.74; Ck#8274, issued 11/15/18 to Borough of Jamesburg for \$2,538.41. All 3 were reissued in this month's approved check run. Ck#7888 and #8143 were previously approved and funded in the periods in which they were issued, so they do not effect the bank transfer

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 \$340.95 on 11/30/18. An additional deposit - a check for \$1,000 from Middlesex County for the fire company was erroneously issued in the Board's name. The Board deposited this check on 11/21/18, and issued a check in November in the fire company's name, as was originally intended.

5) Fire Tax Checks are due from the Borough within 30 days following the March, May, August, and November commissioner meetings. The check representing the 4th quarter of 2018 was deposited on 11/21/18, \$115,750.

1:31 AM

12/20/18

Accrual Basis

Jamesburg Board of Fire Commissioners
Budgeted Appropriations vs. Actual
 January through December 2018

	Jan - Dec 18	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	10,352.00	17,000.00	60.9%
6400-02 · Accounting/Auditing Fees	9,140.00	15,000.00	60.9%
6400-04 · Medical Services	0.00	1,000.00	0.0%
Total 6400-00 · Professional Fees	19,492.00	33,000.00	59.1%
6400-05 · Election Expenses	1,258.96	4,000.00	31.5%
6500-00 · Office \Postage Exp			
6500-01 · Office Supplies	3,767.63	5,000.00	75.4%
6500-02 · Misc Supplies(petty cash)	0.00	200.00	0.0%
Total 6500-00 · Office \Postage Exp	3,767.63	5,200.00	72.5%
Total Expense	37,918.59	57,100.00	66.4%
Net Ordinary Income	(37,918.59)	(57,100.00)	66.4%
Other Income/Expense			
Other Expense			
7100-00 · Reimb for Exp & Losses			
7140-00 · Truck Equipment			
7140-01 · Fire Equipment	4,325.34	15,000.00	28.8%
Total 7140-00 · Truck Equipment	4,325.34	15,000.00	28.8%
7195-00 · Uniform & Equip(Firefighters)	10,860.58	15,000.00	72.4%
Total 7100-00 · Reimb for Exp & Losses	15,185.92	30,000.00	50.6%
7200-00 · Hydrant Rental Dom Water	53,327.91	58,000.00	91.9%
7400-00 · Insurance Premium	48,333.00	50,000.00	96.7%
7500-00 · Professional Services			
7500-03 · Training & Education	8,852.01	12,000.00	73.8%
Total 7500-00 · Professional Services	8,852.01	12,000.00	73.8%
7600-00 · Utilities	17,439.18	22,000.00	79.3%
7700-00 · Maint/Repairs			
7710-00 · Truck Service			
7710-01 · Radio Serv/Repair	2,060.00	5,000.00	41.2%
7710-02 · Fuel	2,331.89	5,000.00	46.6%
7710-04 · Truck Service	27,342.30	15,000.00	182.3%
7710-05 · Equipment Testing	5,490.79	5,000.00	109.8%
Total 7710-00 · Truck Service	37,224.98	30,000.00	124.1%
7720-00 · Air Pack & Bottle Repair	2,811.39	1,800.00	156.2%
7730-00 · Bldg Maintenance	12,737.52	32,500.00	39.2%
7740-00 · Bldg Supplies	825.67	2,000.00	41.3%
7750-00 · Fire Comp. Contract	32,500.00	32,500.00	100.0%
Total 7700-00 · Maint/Repairs	86,099.56	98,800.00	87.1%
7800-00 · Contingency	38.07	25,000.00	0.2%
7850-00 · LOSAP Program			
7850-01 · LOSAP Program	20,612.74	19,000.00	108.5%
Total 7850-00 · LOSAP Program	20,612.74	19,000.00	108.5%
8000-00 · Debt Service			
8010-11 · Capital Lease-Oshkosh Princ	27,692.01	27,692.00	100.0%
8020-11 · Capital Lease-Oshkosh Int	5,757.28	5,757.00	100.0%
Total 8000-00 · Debt Service	33,449.29	33,449.00	100.0%
Total Other Expense	283,337.68	348,249.00	81.4%
Net Other Income	(283,337.68)	(348,249.00)	81.4%
Net Income	(321,256.27)	(405,349.00)	79.3%

12/20/18

Jamesburg Board of Fire Commissioners
Accounts Payable Voucher List
 As of December 20, 2018

Date	Num	Account	Open Balance
AT&T			
12/19/2018	2018-03-103	7600-00 · Utilities	360.13
Total AT&T			360.13
BOROUGH OF JAMESBURG			
11/14/2018	2018-01-056	7710-02 · Fuel <i>Reissue</i>	2,331.89
Total BOROUGH OF JAMESBURG			2,331.89
COMCAST			
12/19/2018	2018-03-104	7600-00 · Utilities	104.02
12/19/2018	2018-03-104	7600-00 · Utilities	104.02
Total COMCAST			208.04
DCI CONSTRUCTION, LLC			
12/19/2018	2018-02-046	7730-00 · Bldg Maintenance	2,200.00
Total DCI CONSTRUCTION, LLC			2,200.00
DEBORAH A. FITZGERALD			
12/19/2018	2018-03-105	6400-02 · Accounting/Auditing Fees	250.00
Total DEBORAH A. FITZGERALD			250.00
EMERGENCY REPORTING			
12/19/2018	2018-01-061	7500-03 · Training & Education	1,420.00
Total EMERGENCY REPORTING			1,420.00
FIRSTLINE LOCKSMITH, LLC			
12/19/2018	2018-02-065	7740-00 · Bldg Supplies	369.00
Total FIRSTLINE LOCKSMITH, LLC			369.00
GEORGE LOGAN TOWING, INC.			
12/19/2018	2018-01-062	7710-04 · Truck Service	725.00
Total GEORGE LOGAN TOWING, INC.			725.00
JCP&L			
12/19/2018	2018-03-106	7600-00 · Utilities	608.29
12/19/2018	2018-03-106	7600-00 · Utilities	664.76
Total JCP&L			1,273.05
JG PAINTING & CONTRACTING, LLC			
4/19/2017	2017-02-007	7730-00 · Bldg Maintenance <i>Reissue</i>	200.00
Total JG PAINTING & CONTRACTING, LLC			200.00
NETLINK WEB SERVICES, LLC			
12/19/2018	2018-03-107	6500-01 · Office Supplies	199.00
Total NETLINK WEB SERVICES, LLC			199.00
NEW JERSEY FIRE EQUIPMENT CO.			
12/19/2018	2018-01-063	7710-05 · Equipment Testing	722.00
12/19/2018	2018-01-064	7140-01 · Fire Equipment	180.00
Total NEW JERSEY FIRE EQUIPMENT CO.			902.00
NJ-AMERICAN WATER COMP.			
12/19/2018	2018-03-108	7200-00 · Hydrant Rental Dom Water	4,191.24
12/19/2018	2018-03-108	7200-00 · Hydrant Rental Dom Water	4,830.00
Total NJ-AMERICAN WATER COMP.			9,021.24
PSE&G			
12/19/2018	2018-03-109	7600-00 · Utilities	390.48
Total PSE&G			390.48
READY REFRESH BY NESTLE			
12/19/2018	2018-02-066	7730-00 · Bldg Maintenance	25.97
Total READY REFRESH BY NESTLE			25.97
SEAGRAVE FIRE APPARATUS, LLC			
12/19/2018	2018-01-066	7710-04 · Truck Service	1,678.48
12/19/2018	2018-01-067	7710-04 · Truck Service	1,500.00
Total SEAGRAVE FIRE APPARATUS, LLC			3,178.48
SKYLANDS AREA FIRE EQUIPMENT & TRAINING,			
12/19/2018	2018-01-065	7195-00 · Uniform & Equip(Firefighters)	235.00

12/20/18

Jamesburg Board of Fire Commissioners
Accounts Payable Voucher List
As of December 20, 2018

Date	Num	Account	Open Balance
Total SKYLANDS AREA FIRE EQUIPMENT & TRAINING,			235.00
STANDARD WASTE SERVICES			
12/19/2018	2018-02-067	7730-00 · Bldg Maintenance	132.76
Total STANDARD WASTE SERVICES			132.76
VALIC			
4/19/2018	2018-03-039	7850-01 · LOSAP Program	17,710.80
4/19/2018	2018-03-039	7850-01 · LOSAP Program	2,901.94
Total VALIC			20,612.74
TOTAL			44,034.78

BANK RECONCILIATION

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

MONTH OF: **November-18**

NAME OF BANK: **PNC Bank**

PREPARED BY: **DF**

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

BALANCE FORWARD:	31-Oct-18	\$ (18,485.89)	BAL. PER BANK STATEMENT	\$ 60,314.01
			AS OF:	30-Nov-18
ADD DEBITS:			ADD DEPOSITS IN TRANSIT:	
Online Banking Transfer on 11/15/18	\$ 57,367.85			
TOTAL DEBITS:	\$ 57,367.85			
	TOTAL	\$ 38,881.96		
LESS CREDITS:			TOTAL IN TRANSIT:	\$ -
VOUCHER LIST - 11/30/18	\$ 21,420.37			\$ 60,314.01
ACCOUNT ANALYSIS FEE	\$ -		LESS CHECKS OUTSTANDING:	
TOTAL CREDITS:	\$ 21,420.37		TOTAL:	\$ 42,852.42
ENDING BANK BALANCE-Per G/L	30-Nov-18	\$ 17,461.59	BANK BALANCE-Per Reconciliation:	\$ 17,461.59

\$0.00

NUMBER	AMOUNT	PAYEE NAME	DATE	P/O #
7888	200.00	JG Painting	4/20/17	
8143	20,612.74	VALIC	4/19/18	
8249	8,125.00	Jamesburg Vol FF	10/25/18	
8261	22.27	Ready Refresh	10/25/18	
8270	1,000.00	Jamesburg Vol FF	10/25/18	
8274	2,538.41	Borough of Jamesburg	11/15/18	
8276	715.00	Brian H. Wright	11/15/18	
8279	651.00	Dina Walker	11/15/18	
8283	8,125.00	Jamesburg Vol FF	11/15/18	
8284	513.00	Joe's Heating	11/15/18	
8287	350.00	Piscataway Fire School	11/15/18	
TOTAL	\$ 42,852.42			

Jamesburg Board of Fire Commissioners

Monthly Check Register

November 2018

12/19/18

Date	Num	Name	Memo	Amount
1104-00 - Cash in Checking-PNC				
11/15/2018	8271	AUTO AUTHORITY LLC	INV# 8964 4/18/18	(214.08)
11/15/2018	8272	AUTO KING PARTS & SUPPLIES	A/C# J2100 INV# 582156 10/26/18	(175.46)
11/15/2018	8273	BETTER LIVING DEPT. STORE	STMT 10/25/18 - A391852, A393107	(120.70)
11/15/2018	8274	BOROUGH OF JAMESBURG	ANNUAL FUEL BILL 10/30/17-10/29/18	(2,538.41)
11/15/2018	8275	BOROUGH OF JAMESBURG SEWER UTILITY	4TH QTR 2018 SEWER USER CHARGE	(240.50)
11/15/2018	8276	BRIAN H. WRIGHT	4TH QTR 2018 COMMISSIONERS FEES	(715.00)
11/15/2018	8277	CIRCLE JANITORIAL SUPPLIES, SOUTH	INV# 20271-18 10/23/18	(166.79)
11/15/2018	8278	DEBORAH A. FITZGERALD	INV# 2018010 10/31/18	(250.00)
11/15/2018	8279	DINA WALKER	4TH QTR 2018 COMMISSIONERS FEES	(651.00)
11/15/2018	8280	FAIL SAFE TESTING, LLC	INV# INV-007692 10/26/18	(2,096.99)
11/15/2018	8281	FF1 PROFESSIONAL SAFETY SERVICES	INV# SI-00504280 10/29/18	(1,091.81)
11/15/2018	8282	JAMESBURG HARDWARE & APPLIANCE	STMT 10/24/18 - A132438	(13.09)
11/15/2018	8283	JAMESBURG VOL FIRE DEPT	4TH QTR 2018 VOLUNTEER CONTRACT	(8,125.00)
11/15/2018	8284	JOE'S HEATING, LLC	INV# 004735 10/31/18	(513.00)
11/15/2018	8285	LYNETTE EMENS	4TH QTR 2018 COMMISSIONERS FEES	(941.00)
11/15/2018	8286	NETLINK WEB SERVICES, LLC	INV# NWS2256 11/1/18	(199.00)
11/15/2018	8287	PISCATAWAY FIRE SCHOOL	INV# INV12 10/25/18	(350.00)
11/15/2018	8288	PSE&G	INV# 503100049225 10/23/18	(73.26)
11/15/2018	8289	READY REFRESH BY NESTLE	INV# 18J7801985661 11/2/18	(22.27)
11/15/2018	8290	RELIABLE FIRE PROTECTION	INV# 372699 6/7/18	(215.25)
11/15/2018	8291	SANCHEZ LANDSCAPING, LLC	INV# 2953 11/3/18	(35.00)
11/15/2018	8292	SEAGRAVE FIRE APPARATUS, LLC	INV# 46338 10/22/18	(1,500.00)
11/15/2018	8293	STANDARD WASTE SERVICES	INV# 332182 11/1/18	(132.76)
11/15/2018	8294	STEPHANIE RAMPACEK	4TH QTR 2018 COMMISSIONERS FEES	(520.00)
11/15/2018	8295	WILLIAM STONAKER	4TH QTR 2018 COMMISSIONERS FEES	(520.00)
Total 1104-00 - Cash in Checking-PNC				(21,420.37)
TOTAL				(21,420.37)

Jamesburg Board of Fire Commissioners
Outstanding Checks
 April 2017 through November 2018

12/19/18

Type	Date	Num	Name	Account	Paid Amount
Bill Pmt -Check	4/20/2017	7888	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	4/19/2018	8143	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
Bill Pmt -Check	10/25/2018	8249	JAMESBURG VOL FIRE DEPT	1104-00 · Cash in Checking-PNC	
Bill	10/23/2018	2018-02-049		7750-00 · Fire Comp. Contract	-8,125.00
TOTAL					-8,125.00
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	10/25/2018	8270	JAMESBURG VOL FIRE DEPT	1104-00 · Cash in Checking-PNC	
Bill	10/23/2018	2018-02-050		7800-00 · Contingency	-1,000.00
TOTAL					-1,000.00
Bill Pmt -Check	11/15/2018	8274	BOROUGH OF JAMESBURG	1104-00 · Cash in Checking-PNC	
Bill	11/14/2018	2018-01-056		7710-02 · Fuel	-2,538.41
TOTAL					-2,538.41
Bill Pmt -Check	11/15/2018	8276	BRIAN H. WRIGHT	1104-00 · Cash in Checking-PNC	
Bill	11/14/2018	2018-03-095		6100-01 · Commissioners Pay	-715.00
TOTAL					-715.00
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	8284	JOE'S HEATING, LLC	1104-00 · Cash in Checking-PNC	
Bill	11/14/2018	2018-02-059		7730-00 · Bldg Maintenance	-513.00
TOTAL					-513.00
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