

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

Prepared By: D. Fitzgerald

Treasurer Report:

Date: 6/15/17

Reconciled balance brought forward in PNC Checking Acct from last meeting:	\$ 19,429.89
Deposits/Voiced Checks since the last meeting (see Note 1):	\$ 26,012.15
Vouchers/Fees paid/Transfers since last meeting:	\$ (24,843.94)
Current Reconciled Balance Remaining in PNC Checking Account (Note 1):	<b>\$ 20,598.10</b>
Reconciled PNC Savings Balance brought forward from last meeting:	\$ 361,886.10
Withdrawals/Transfers to Checking:	\$ (25,414.05)
Deposits/Interest to Savings Account (see Note 4 & 5):	\$ 115,774.44
Current Reconciled Balance Remaining in PNC Savings Account:	<b>\$ 452,246.49</b>
GRAND TOTAL CASH ON HAND:	<b>\$ 472,844.59</b>
Total Dollar Amount of Current Month Voucher List to be Paid:	<b>\$ 17,044.03</b>

**Notes - 6/15/17 Report:**

1) Payment of the current month's voucher list would result in a PNC Checking balance of: \$ 3,554.07 therefore a transfer FROM PNC Sav of **\$16,445.93** 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 \$24.44 on 5/31/17.

5) Fire Tax Checks are due from the Borough within 30 days following the March, May, August, and November commissioner meetings. Borough check for \$115,750 representing 2nd Qtr 2017 tax revenue was deposited on 5/19/17.

1:30 AM

06/15/17

Accrual Basis

**Jamesburg Board of Fire Commissioners**  
**Budgeted Appropriations vs. Actual**  
 January through December 2017

	Jan - Dec 17	Budget	% of Budget
<b>Ordinary Income/Expense</b>			
<b>Expense</b>			
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%
<b>Total 6100-00 · Salary &amp; Wages</b>	<b>6,702.00</b>	<b>14,900.00</b>	<b>45.0%</b>
6400-00 · Professional Fees			
6400-01 · Legal Fees	0.00	17,000.00	0.0%
6400-02 · Accounting/Auditing Fees	2,496.81	12,000.00	20.8%
6400-04 · Medical Services	0.00	1,000.00	0.0%
<b>Total 6400-00 · Professional Fees</b>	<b>2,496.81</b>	<b>30,000.00</b>	<b>8.3%</b>
6400-05 · Election Expenses	600.00	4,000.00	15.0%
6500-00 · Office \Postage Exp			
6500-01 · Office Supplies	1,043.99	5,000.00	20.9%
6500-02 · Misc Supplies(petty cash)	0.00	200.00	0.0%
<b>Total 6500-00 · Office \Postage Exp</b>	<b>1,043.99</b>	<b>5,200.00</b>	<b>20.1%</b>
<b>Total Expense</b>	<b>10,842.80</b>	<b>54,100.00</b>	<b>20.0%</b>
<b>Net Ordinary Income</b>	<b>(10,842.80)</b>	<b>(54,100.00)</b>	<b>20.0%</b>
<b>Other Income/Expense</b>			
<b>Other Expense</b>			
7100-00 · Reimb for Exp & Losses			
7140-00 · Truck Equipment			
7140-01 · Fire Equipment	152.00	15,000.00	1.0%
<b>Total 7140-00 · Truck Equipment</b>	<b>152.00</b>	<b>15,000.00</b>	<b>1.0%</b>
7195-00 · Uniform & Equip(Firefighters)	5,494.30	15,000.00	36.6%
<b>Total 7100-00 · Reimb for Exp &amp; Losses</b>	<b>5,646.30</b>	<b>30,000.00</b>	<b>18.8%</b>
7200-00 · Hydrant Rental Dom Water	24,055.29	58,000.00	41.5%
7400-00 · Insurance Premium	33,285.00	50,000.00	66.6%
7500-00 · Professional Services			
7500-03 · Training & Education	1,333.00	12,000.00	11.1%
7500-00 · Professional Services - Other	800.00		
<b>Total 7500-00 · Professional Services</b>	<b>2,133.00</b>	<b>12,000.00</b>	<b>17.8%</b>
7600-00 · Utilities	8,758.32	22,000.00	39.8%
7700-00 · Maint/Repairs			
7710-00 · Truck Service			
7710-01 · Radio Serv/Repair	0.00	5,000.00	0.0%
7710-02 · Fuel	0.00	5,000.00	0.0%
7710-04 · Truck Service	6,342.24	15,000.00	42.3%
7710-05 · Equipment Testing	57.50	5,000.00	1.2%
<b>Total 7710-00 · Truck Service</b>	<b>6,399.74</b>	<b>30,000.00</b>	<b>21.3%</b>
7720-00 · Air Pack & Bottle Repair	432.00	1,800.00	24.0%
7730-00 · Bldg Maintenance	3,491.41	32,500.00	10.7%
7740-00 · Bldg Supplies	454.78	2,000.00	22.7%
7750-00 · Fire Comp. Contract	8,125.00	32,500.00	25.0%
<b>Total 7700-00 · Maint/Repairs</b>	<b>18,902.93</b>	<b>98,800.00</b>	<b>19.1%</b>
7800-00 · Contingency	0.00	25,000.00	0.0%
7850-00 · LOSAP Program			
7850-01 · LOSAP Program	16,329.06	19,000.00	85.9%
<b>Total 7850-00 · LOSAP Program</b>	<b>16,329.06</b>	<b>19,000.00</b>	<b>85.9%</b>
8000-00 · Debt Service			
8010-11 · Capital Lease-Oshkosh Princ	26,665.39	26,666.00	100.0%
8020-11 · Capital Lease-Oshkosh Int	6,783.90	6,784.00	100.0%
<b>Total 8000-00 · Debt Service</b>	<b>33,449.29</b>	<b>33,450.00</b>	<b>100.0%</b>
<b>Total Other Expense</b>	<b>142,559.19</b>	<b>348,250.00</b>	<b>40.9%</b>
<b>Net Other Income</b>	<b>(142,559.19)</b>	<b>(348,250.00)</b>	<b>40.9%</b>
<b>Net Income</b>	<b>(153,401.99)</b>	<b>(402,350.00)</b>	<b>38.1%</b>

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**Jamesburg Board of Fire Commissioners**  
**Accounts Payable Voucher List**  
As of June 30, 2017

Date	Num	Account	Open Balance
<b>APPROVED FIRE PROTECTION CO.</b>			
6/14/2017	2017-01-018	7710-05 · Equipment Testing	57.50
Total APPROVED FIRE PROTECTION CO.			57.50
<b>AT&amp;T</b>			
6/14/2017	2017-03-053	7600-00 · Utilities	332.17
Total AT&T			332.17
<b>AUTO KING PARTS &amp; SUPPLIES</b>			
6/14/2017	2017-01-019	7710-04 · Truck Service	39.98
6/14/2017	2017-01-020	7710-04 · Truck Service	218.80
6/14/2017	2017-01-021	7710-04 · Truck Service	96.91
Total AUTO KING PARTS & SUPPLIES			355.69
<b>BETTER LIVING DEPT. STORE</b>			
6/14/2017	2017-02-014	7740-00 · Bldg Supplies	51.96
Total BETTER LIVING DEPT. STORE			51.96
<b>CIRCLE JANITORIAL SUPPLIES, SOUTH</b>			
6/14/2017	2017-02-015	7740-00 · Bldg Supplies	189.40
Total CIRCLE JANITORIAL SUPPLIES, SOUTH			189.40
<b>DEBORAH A. FITZGERALD</b>			
6/14/2017	2017-03-054	6400-02 · Accounting/Auditing Fees	212.50
Total DEBORAH A. FITZGERALD			212.50
<b>GENERAL WASTE REMOVAL, INC.</b>			
6/14/2017	2017-02-016	7730-00 · Bldg Maintenance	132.76
Total GENERAL WASTE REMOVAL, INC.			132.76
<b>GRAINGER</b>			
6/14/2017	2017-01-013	7195-00 · Uniform & Equip(Firefighters)	365.85
Total GRAINGER			365.85
<b>GRANTGENIES</b>			
6/14/2017	2017-01-014	7500-00 · Professional Services	800.00
Total GRANTGENIES			800.00
<b>MC MASTER-CARR SUPPLY CO.</b>			
6/14/2017	2017-01-022	7195-00 · Uniform & Equip(Firefighters)	208.45
Total MC MASTER-CARR SUPPLY CO.			208.45
<b>NETLINK WEB SERVICES, LLC</b>			
6/14/2017	2017-03-055	6500-01 · Office Supplies	199.00
Total NETLINK WEB SERVICES, LLC			199.00
<b>NEW JERSEY FIRE EQUIPMENT CO.</b>			
6/14/2017	2017-01-009A	7195-00 · Uniform & Equip(Firefighters)	3,580.00
6/14/2017	2017-01-009	7195-00 · Uniform & Equip(Firefighters)	848.00
6/14/2017	2017-01-016	7195-00 · Uniform & Equip(Firefighters)	417.00
6/14/2017	2017-01-024	7720-00 · Air Pack & Bottle Repair	432.00
Total NEW JERSEY FIRE EQUIPMENT CO.			5,277.00
<b>NJ-AMERICAN WATER COMP.</b>			
6/14/2017	2017-03-056	7200-00 · Hydrant Rental Dom Water	46.01
6/14/2017	2017-03-056	7200-00 · Hydrant Rental Dom Water	36.50
6/14/2017	2017-03-056	7200-00 · Hydrant Rental Dom Water	4,735.50
Total NJ-AMERICAN WATER COMP.			4,818.01
<b>PSE&amp;G</b>			
6/14/2017	2017-03-057	7600-00 · Utilities	125.85
Total PSE&G			125.85
<b>READY REFRESH BY NESTLE</b>			
6/14/2017	2017-02-017	7730-00 · Bldg Maintenance	70.81
Total READY REFRESH BY NESTLE			70.81
<b>SISBARRO FLEET SERVICE</b>			
6/14/2017	2017-01-011	7710-04 · Truck Service	2,569.11
6/14/2017	2017-01-010	7710-04 · Truck Service	777.97
Total SISBARRO FLEET SERVICE			3,347.08

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**Jamesburg Board of Fire Commissioners**  
**Accounts Payable Voucher List**  
As of June 30, 2017

<u>Date</u>	<u>Num</u>	<u>Account</u>	<u>Open Balance</u>
SOMERSET COUNTY EMERGENCY SVCS TRAINING			
6/14/2017	2017-01-023	7500-03 · Training & Education	500.00
Total SOMERSET COUNTY EMERGENCY SVCS TRAINING			500.00
<b>TOTAL</b>			<b>17,044.03</b>



## Jamesburg Board of Fire Commissioners

## Monthly Check Register

May 2017

06/14/17

Date	Num	Name	Memo	Amount
<b>1104-00 - Cash in Checking-PNC</b>				
5/18/2017	7897	AT&T	LOCAL & LONG DISTANCE 4/24/17	(327.02)
5/18/2017	7898	BOROUGH OF JAMESBURG SEWER UTILITY	1ST & 2ND QTR 2017 SEWER	(478.23)
5/18/2017	7899	BRIAN H. WRIGHT	2ND QTR 2017 COMMISSIONERS FEES	(715.00)
5/18/2017	7900	COMCAST	INTERNET & TV SERVICE 4/9/17 & 5/9/17	(206.08)
5/18/2017	7901	DEBORAH A. FITZGERALD	INV# 2017004 4/30/17	(237.50)
5/18/2017	7902	DINA WALKER	2ND QTR 2017 COMMISSIONERS FEES	(653.00)
5/18/2017	7903	GENERAL WASTE REMOVAL, INC.	INV# 75100029 5/1/17	(132.76)
5/18/2017	7904	JAMESBURG VOL FIRE DEPT	1ST QTR 2017 CONTRACT INSTALLMENT	(8,125.00)
5/18/2017	7905	JCP&L	ELECTRIC 4/12, 5/15/17	(1,348.15)
5/18/2017	7906	LYNETTE EMENS	2ND QTR 2017 COMMISSIONERS FEES	(520.00)
5/18/2017	7907	MIDDLESEX COUNTY FIRE ACADEMY	INV# 17-0501 5/3/17	(361.00)
5/18/2017	7908	NANCY LINKE	2ND QTR 2017 COMMISSIONERS FEES	(943.00)
5/18/2017	7909	NETLINK WEB SERVICES, LLC	INV# NWS2023 5/1/17	(199.00)
5/18/2017	7910	NJ-AMERICAN WATER COMP.	A/C# 1018-210028471827 & 1018-210025838964	(9,533.13)
5/18/2017	7911	PSE&G	GAS 4/21/17	(281.08)
5/18/2017	7912	SKYLANDS AREA FIRE EQUIPMENT & TRAI...	INV# 8778 4/14/17	(75.00)
5/18/2017	7913	VIKING TERMITE & PEST CONTROL, INC.	INV#18628774 4/1/17	(140.00)
5/18/2017	7914	W.B. MASON CO. INC.	INV# 143264446 4/10/17	(48.99)
5/18/2017	7915	WILLIAM STONAKER	2ND QTR 2017 COMMISSIONERS FEES	(520.00)
Total 1104-00 - Cash in Checking-PNC				(24,843.94)
<b>TOTAL</b>				<b>(24,843.94)</b>

**Jamesburg Board of Fire Commissioners**

**Outstanding Checks**

April through May 2017

06/14/17

Type	Date	Num	Name	Account	Paid Amount
Bill Pmt -Check	4/20/2017	7888	JG PAINTING & CONTRAC...	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	4/20/2017	7895	VALIC	1104-00 · Cash in Checking-PNC	
Bill	4/19/2017	2017-03-037		7850-01 · LOSAP Program	-16,329.06
TOTAL					-16,329.06
Bill Pmt -Check	5/18/2017	7902	DINA WALKER	1104-00 · Cash in Checking-PNC	
Bill	5/16/2017	2017-03-043		6100-01 · Commissioners Pay	-653.00
TOTAL					-653.00
Bill Pmt -Check	5/18/2017	7904	JAMESBURG VOL FIRE DE...	1104-00 · Cash in Checking-PNC	
Bill	5/16/2017	2017-02-012		7750-00 · Fire Comp. Contract	-8,125.00
TOTAL					-8,125.00
Bill Pmt -Check	5/18/2017	7909	NETLINK WEB SERVICES, ...	1104-00 · Cash in Checking-PNC	
Bill	5/16/2017	2017-03-047		6500-01 · Office Supplies	-199.00
TOTAL					-199.00
Bill Pmt -Check	5/18/2017	7915	WILLIAM STONAKER	1104-00 · Cash in Checking-PNC	
Bill	5/16/2017	2017-03-052		6100-01 · Commissioners Pay	-520.00
TOTAL					-520.00