

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

Prepared By: D. Fitzgerald

Treasurer Report:

Date: 9/20/16

Reconciled balance brought forward in **PNC Checking** Acct from last meeting: \$ 20,000.00

Deposits/Voiced Checks since the last meeting (see Note 1): \$ 45,575.97

Vouchers/Fees paid/Transfers since last meeting: \$ (45,575.97)

Current Reconciled Balance Remaining in PNC Checking Account (Note 1): **\$ 20,000.00**

Reconciled **PNC Savings** Balance brought forward from last meeting: \$ 361,203.03

Withdrawals/Transfers to Checking: \$ (45,575.97)

Deposits/Interest to Savings Account (see Note 4 & 5): \$ 115,783.67

Current Reconciled Balance Remaining in PNC Savings Account: **\$ 431,410.73**

**GRAND TOTAL CASH ON HAND:** **\$ 451,410.73**

Total Dollar Amount of Current Month Voucher List to be Paid: **\$ 20,792.28**

Notes - 9/20/16 Report:

1) Payment of the current month's voucher list would result in a PNC Checking balance of: \$ (792.28) therefore a transfer FROM PNC Sav of **\$20,792.28** 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 \$33.67 on 8/31/16.

5) Fire Tax Checks are due from the Borough within 30 days following the March, May, August, and November commissioner meetings. 3rd Qtr 2016 check for \$115,750 was received 8/16/16, and deposited 8/22/16.

09/19/16

**Jamesburg Board of Fire Commissioners**  
**Accounts Payable Voucher List**  
As of September 30, 2016

| Date                                  | Num         | Account                            | Open Balance     |
|---------------------------------------|-------------|------------------------------------|------------------|
| <b>AT&amp;T</b>                       |             |                                    |                  |
| 9/19/2016                             | 2016-03-083 | 7600-00 · Utilities                | 181.63           |
| Total AT&T                            |             |                                    | 181.63           |
| <b>AUTO AUTHORITY LLC</b>             |             |                                    |                  |
| 9/19/2016                             | 2016-01-048 | 7710-04 · Truck Service            | 91.70            |
| Total AUTO AUTHORITY LLC              |             |                                    | 91.70            |
| <b>AUTO KING PARTS &amp; SUPPLIES</b> |             |                                    |                  |
| 9/19/2016                             | 2016-01-049 | 7140-01 · Fire Equipment           | 61.97            |
| Total AUTO KING PARTS & SUPPLIES      |             |                                    | 61.97            |
| <b>BETTER LIVING DEPT. STORE</b>      |             |                                    |                  |
| 9/19/2016                             | 2016-02-036 | 7730-00 · Bldg Maintenance         | 216.75           |
| Total BETTER LIVING DEPT. STORE       |             |                                    | 216.75           |
| <b>BINARY CONNECTIONS, INC.</b>       |             |                                    |                  |
| 9/19/2016                             | 2016-01-050 | 7500-03 · Training & Education     | 1,539.00         |
| Total BINARY CONNECTIONS, INC.        |             |                                    | 1,539.00         |
| <b>COMCAST</b>                        |             |                                    |                  |
| 9/19/2016                             | 2016-03-084 | 7600-00 · Utilities                | 108.02           |
| Total COMCAST                         |             |                                    | 108.02           |
| <b>DEBORAH A. FITZGERALD</b>          |             |                                    |                  |
| 9/19/2016                             | 2016-03-085 | 6400-02 · Accounting/Auditing Fees | 200.00           |
| Total DEBORAH A. FITZGERALD           |             |                                    | 200.00           |
| <b>FAT BOYS LANDSCAPING, LLC</b>      |             |                                    |                  |
| 9/19/2016                             | 2016-02-037 | 7730-00 · Bldg Maintenance         | 100.00           |
| Total FAT BOYS LANDSCAPING, LLC       |             |                                    | 100.00           |
| <b>GENERAL WASTE REMOVAL, INC.</b>    |             |                                    |                  |
| 9/19/2016                             | 2016-02-038 | 7730-00 · Bldg Maintenance         | 131.56           |
| Total GENERAL WASTE REMOVAL, INC.     |             |                                    | 131.56           |
| <b>JCP&amp;L</b>                      |             |                                    |                  |
| 9/19/2016                             | 2016-03-086 | 7600-00 · Utilities                | 971.40           |
| Total JCP&L                           |             |                                    | 971.40           |
| <b>KTK CONSTRUCTION, LLC</b>          |             |                                    |                  |
| 9/19/2016                             | 2016-02-039 | 7730-00 · Bldg Maintenance         | 8,670.00         |
| 9/19/2016                             | 2016-02-039 | 7730-00 · Bldg Maintenance         | 3,110.00         |
| Total KTK CONSTRUCTION, LLC           |             |                                    | 11,780.00        |
| <b>NETLINK WEB SERVICES, LLC</b>      |             |                                    |                  |
| 9/19/2016                             | 2016-03-087 | 6500-01 · Office Supplies          | 199.00           |
| 9/19/2016                             | 2016-03-087 | 6500-01 · Office Supplies          | 199.00           |
| Total NETLINK WEB SERVICES, LLC       |             |                                    | 398.00           |
| <b>NJ-AMERICAN WATER COMP.</b>        |             |                                    |                  |
| 9/19/2016                             | 2016-03-088 | 7200-00 · Hydrant Rental Dom Water | 47.84            |
| 9/19/2016                             | 2016-03-088 | 7200-00 · Hydrant Rental Dom Water | 4,735.50         |
| Total NJ-AMERICAN WATER COMP.         |             |                                    | 4,783.34         |
| <b>PANTANO POWER EQUIPMENT</b>        |             |                                    |                  |
| 9/19/2016                             | 2016-01-051 | 7140-01 · Fire Equipment           | 14.98            |
| 9/19/2016                             | 2016-01-052 | 7710-04 · Truck Service            | 66.68            |
| Total PANTANO POWER EQUIPMENT         |             |                                    | 81.66            |
| <b>READY REFRESH BY NESTLE</b>        |             |                                    |                  |
| 9/19/2016                             | 2016-02-040 | 7730-00 · Bldg Maintenance         | 20.27            |
| Total READY REFRESH BY NESTLE         |             |                                    | 20.27            |
| <b>W.B. MASON CO. INC.</b>            |             |                                    |                  |
| 9/19/2016                             | 2016-03-089 | 6500-01 · Office Supplies          | 126.98           |
| Total W.B. MASON CO. INC.             |             |                                    | 126.98           |
| <b>TOTAL</b>                          |             |                                    | <b>20,792.28</b> |

**BANK RECONCILIATION**

NAME OF CLIENT: JAMESBURG BOARD OF FIRE COMMISSIONERS

MONTH OF: August-16

NAME OF BANK: PNC Bank

PREPARED BY: DF

ACCOUNT #: 80-2874-0082

|                             |              |              |                                  |              |
|-----------------------------|--------------|--------------|----------------------------------|--------------|
| BALANCE FORWARD:            | 31-Jul-16    | \$ 20,000.00 | BAL. PER BANK STATEMENT          | \$ 28,368.00 |
|                             |              |              | AS OF:                           | 31-Aug-16    |
| ADD DEBITS:                 |              |              | ADD DEPOSITS IN TRANSIT:         |              |
| Online Banking Transfer     |              |              |                                  |              |
| on 8/18/16                  | \$ 45,575.97 |              |                                  |              |
|                             |              |              |                                  |              |
|                             |              |              |                                  |              |
|                             |              |              |                                  |              |
|                             |              |              |                                  |              |
|                             |              |              |                                  |              |
|                             |              |              |                                  |              |
| TOTAL DEBITS:               | \$ 45,575.97 |              |                                  |              |
|                             | TOTAL        | \$ 65,575.97 |                                  |              |
| LESS CREDITS:               |              |              | TOTAL IN TRANSIT:                | \$ -         |
| VOUCHER LIST - 8/31         | \$ 45,575.97 |              |                                  |              |
|                             |              |              |                                  |              |
|                             |              |              |                                  |              |
|                             |              |              |                                  |              |
|                             |              |              |                                  |              |
|                             |              |              |                                  |              |
| ACCOUNT ANALYSIS            | \$ -         |              | LESS CHECKS OUTSTANDING:         |              |
|                             |              |              |                                  |              |
|                             |              |              | TOTAL:                           | \$ 8,368.00  |
| TOTAL CREDITS:              | \$ 45,575.97 |              |                                  |              |
| ENDING BANK BALANCE-Per G/L | 31-Aug-16    | \$ 20,000.00 | BANK BALANCE-Per Reconciliation: | \$ 20,000.00 |

\$0.00

| NUMBER          | AMOUNT            | PAYEE NAME           | DATE    | P/O # |
|-----------------|-------------------|----------------------|---------|-------|
| <del>7707</del> | <del>168.00</del> | Sweet Sign           | 6/16/16 |       |
| 7739            | 75.00             | Fat Boys Landscaping | 8/18/16 |       |
| 7742            | 8,125.00          | Jamesburg Vol Fire   | 8/18/16 |       |
|                 |                   |                      |         |       |
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|                 |                   |                      |         |       |
| TOTAL           | \$ 8,368.00       |                      |         |       |

*void & re-issue new check*

## Jamesburg Board of Fire Commissioners

## Monthly Check Register

August 2016

09/19/16

| Date                                  | Num  | Name                                 | Memo   | Amount             |
|---------------------------------------|------|--------------------------------------|--|--------------------|
| <b>1104-00 - Cash in Checking-PNC</b> |      |                                      |  |                    |
| 8/18/2016                             | 7732 | 1ST CHOICE SAFETY EQUIPMENT, LLC     | INV# 35 8/2/16   | (720.00)           |
| 8/18/2016                             | 7733 | AT&T                                 | LOCAL & LONG DISTANCE 7/24/16                          | (306.73)           |
| 8/18/2016                             | 7734 | AUTO KING PARTS & SUPPLIES           | A/C# J2100 7/27/16                                     | (17.04)            |
| 8/18/2016                             | 7735 | BRIAN H. WRIGHT                      | 3RD QTR 2016 COMMISSIONER FEES                         | (715.00)           |
| 8/18/2016                             | 7736 | COMCAST                              | MONTHLY INTERNET 8/3/16                                | (108.02)           |
| 8/18/2016                             | 7737 | DEBORAH A. FITZGERALD                | INV# 2016007 7/31/16                                   | (225.00)           |
| 8/18/2016                             | 7738 | DINA WALKER                          | 3RD QTR COMMISSIONER FEES                              | (653.00)           |
| 8/18/2016                             | 7739 | FAT BOYS LANDSCAPING, LLC            | INV# 603 8/1/16  | (75.00)            |
| 8/18/2016                             | 7740 | FIRST RESPONDER JOINT INSURANCE FUND | FINALINSTALL - W/COMP, PKG, MGMT LIAB, ENVL, EXCESS... | (14,155.00)        |
| 8/18/2016                             | 7741 | GENERAL WASTE REMOVAL, INC.          | INV# 68100031 8/1/16                                   | (131.56)           |
| 8/18/2016                             | 7742 | JAMESBURG VOL FIRE DEPT              | 3RD QTR 2016 CONTRACT INSTALLMENT                      | (8,125.00)         |
| 8/18/2016                             | 7743 | JCP&L                                | ELECTRIC 8/15/16                                       | (1,049.45)         |
| 8/18/2016                             | 7744 | JOSEPH D YOUSOUF, ESQUIRE            | INV# 239 7/21/16                                       | (7,336.00)         |
| 8/18/2016                             | 7745 | MAIN ELECTRIC SUPPLY CO., INC.       | INV# 1133479-01 7/25/16                                | (44.00)            |
| 8/18/2016                             | 7746 | NANCY LINKE                          | 3RD QTR 2016 COMMISSIONER FEES                         | (943.00)           |
| 8/18/2016                             | 7747 | NEW JERSEY FIRE EQUIPMENT CO.        | INV# 51040 7/26/16                                     | (1,870.00)         |
| 8/18/2016                             | 7748 | NJ-AMERICAN WATER COMP.              | A/C# 1018-210028471827 & 210025838964 8/2016           | (4,783.34)         |
| 8/18/2016                             | 7749 | PATRICK CONNELLY                     | 3RD QTR 2016 COMMISSIONER FEES                         | (520.00)           |
| 8/18/2016                             | 7750 | PSE&G                                | GAS 7/21/16  | (81.33)            |
| 8/18/2016                             | 7751 | READY REFRESH BY NESTLE              | INV# 16G7801965661 8/3/16                              | (20.27)            |
| 8/18/2016                             | 7752 | SISBARRO TOWING & RECOVERY LLC       | INV#6781 11/27/15                                      | (285.00)           |
| 8/18/2016                             | 7753 | TASC FIRE APPARATUS, INC.            | INV# 10510 8/4/16                                      | (2,300.00)         |
| 8/18/2016                             | 7754 | WARSHAUER GENERATOR LLC              | INV# 35743 8/10/16                                     | (592.23)           |
| 8/18/2016                             | 7755 | WILLIAM STONAKER                     | 3RD QTR 2016 COMMISSIONER FEES                         | (520.00)           |
| Total 1104-00 - Cash in Checking-PNC  |      |                                      |  | (45,575.97)        |
| <b>TOTAL</b>                          |      |                                      |  | <b>(45,575.97)</b> |

**Jamesburg Board of Fire Commissioners**  
**Outstanding Checks**  
 June through August 2016

09/19/16

| Type            | Date      | Num         | Name                      | Account                        | Paid Amount |
|-----------------|-----------|-------------|---------------------------|--------------------------------|-------------|
| Bill Pmt -Check | 6/16/2016 | 7707        | SWEET SIGN SYSTEMS, IN... | 1104-00 · Cash in Checking-PNC |             |
| Bill            | 6/14/2016 | 2016-01-040 |                           | 7140-01 · Fire Equipment       | -168.00     |
| TOTAL           |           |             |                           |                                | -168.00     |
| Bill Pmt -Check | 8/18/2016 | 7739        | FAT BOYS LANDSCAPING,...  | 1104-00 · Cash in Checking-PNC |             |
| Bill            | 8/16/2016 | 2016-02-030 |                           | 7730-00 · Bldg Maintenance     | -75.00      |
| TOTAL           |           |             |                           |                                | -75.00      |
| Bill Pmt -Check | 8/18/2016 | 7742        | JAMESBURG VOL FIRE DE...  | 1104-00 · Cash in Checking-PNC |             |
| Bill            | 8/16/2016 | 2016-02-035 |                           | 7750-00 · Fire Comp. Contract  | -8,125.00   |
| TOTAL           |           |             |                           |                                | -8,125.00   |