

**JAMESBURG BOARD OF FIRE COMMISSIONERS
FIRE DISTRICT #1
May 20, 2010**

The Meeting was called to order by Commissioner B. Wright. The meeting is being held pursuant to the Open Public Meeting Act of 1974 and all provisions have been met.

ROLL CALL: Present: Commissioners P. Connelly, M. Linke, N. Linke, B. Wright, D. Walker

MINUTES: Commissioner B. Wright requested a motion on April's Minutes.

Upon the motion made by M. Linke and 2nd by D. Walker a motion was made to accept the minutes as read.

TREASURER'S REPORT:

PNC Bank

	Checking		Savings
Bal. bt fwd.	\$33,747.65		\$147,664.01
Deposits	\$20,065.42		\$ 61.80
Vouchers Paid	\$48,622.26	Withdrawals	\$ 20,065.42
Grand Total cash on hand			\$132,851.20

Motion made to approve Treasurer's report 1st N. Linke 2nd by M. Linke

D. Walker Advised that she received monies from the Boro for March and May's payments and they were deposited into PNC account yesterday.

Requisitions:

Somerset Fire Acem. training \$750.00

1st.B. Wright, 2nd P. Connelly

CORRESPONDENCE: None

ATTORNEY'S REPORT:

Attorney went over some of the 33 new laws the government wants to adopt. Also advised that our elections may be in November instead of February.

PRESIDENT DURANDO'S REPORT:

Requested the board turn over the Old Generator to the fire dept so they can give it away.

Resolution of excess property of natural gas generator to be turn over to fire dept to dispose of. 1st M. Linke, 2nd P. Connelly.

See attached.

CHIEF STONAKER'S REPORT:

14 Calls for the month of March

NEW BUSINESS: none

OLD BUSINESS:

Robert Soden of Oliver Soden Agency spoke to the Board concerning Life Insurance for the firemen. He has been corresponding with A. Durando for a list of members he has noticed a few names missing from the list. So he wasn't able to get the quote. He will meet with A. Durando to make sure all active and active exempt members are correct for the quote.

The Board voted to only have active and active exempt members Insured.

New Vouchers, P. Connelly met with the Chief and President and feel they should start using it.

P. Connelly, A. Durando, and B. Stonaker went to the Monroe #1 commissioners meeting. Before P. Connelly could speak Commissioner Kivet apologized to Jamesburg Fire Dept and said it was taking out of context.

OPEN TO THE PUBLIC; 1st M. Linke, 2nd. B. Wright

CLOSE MEETING TO PUBLIC. 1st. M. Linke, 2nd. P.Connelly

CLOSE MEETING 1ST B. Wright 2nd M. Linke

Presidents report 5/20/10

Repairs:

- Emergency lock repair, repaired both locks

Membership

- We have 54 members on the active rolls

Building meetings to begin in May.

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

Prepared By: D. Fitzgerald

Treasurer Report:

Date: 5/20/10

Reconciled **BofA Savings** Balance brought forward from last meeting: (\$8.76)

Withdrawals (see Note 5): (\$20.00)

Deposits/Interest to Savings Account (see Note 5): \$28.76

Current Balance Remaining in BofA Savings Account: **\$0.00**

Reconciled balance brought forward in **PNC Checking** Acct from last meeting: \$33,747.65

Deposits made since the last meeting: \$20,065.42

Vouchers/Fees paid/Transfers since last meeting (see Note 1 & Bank Rec): (\$48,622.26)

Current Reconciled Balance Remaining in PNC Checking Account (see Note 1): **\$5,190.81**

Reconciled **PNC Savings** Balance brought forward from last meeting: \$147,664.01

Withdrawals: (\$20,065.42)

Deposits/Interest to Savings Account (see Note 4): \$61.80

Current Balance Remaining in PNC Savings Account: **\$127,660.39**

GRAND TOTAL CASH ON HAND: **\$132,851.20**

Total Dollar Amount of Current Month Voucher List to be Paid: **\$16,085.77**

Notes - 5/20/10 Report:

1) Payment of the current month's voucher list would result in a PNC Checking balance of: (\$10,894.96) therefore a transfer FROM PNC Sav of **\$30,894.96** needs to be made in order to maintain the control balance of \$20,000.00. Check #6213 for \$18,984.85, payable to VALIC, was voided after the meeting 4/15/10 and then reissued for the correct amount of \$18,330.20. Also, Ck#6216 for \$14,708, payable to First Responder Joint Insurance Fund was issued after the 4/15/10 meeting in order to meet the due date.

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 to be paid that month.

4) Reflects interest earned and posted of \$61.80 on 4/30/10 - PNC Bank.

5) Reflects bank monthly service charge of \$20 posted on 4/28/10; bank gave refund of account service fees of \$28.76 in order to close account.

Jamesburg Board of Fire Commissioners
Budgeted Appropriations vs. Actual
 January through December 2010

	Jan - Dec 10	Budget	% of Budget	
Ordinary Income/Expense				
Expense				
6100-00 · Salary & Wages				
6100-01 · Commissioners Pay	6,702.00	15,000.00	44.7%	
6100-02 · Clerk Pay	0.00	1,500.00	0.0%	
Total 6100-00 · Salary & Wages	6,702.00	16,500.00		40.6%
6400-00 · Professional Fees				
6400-01 · Legal Fees	4,385.00	14,000.00	31.3%	
6400-02 · Accounting/Auditing Fees	2,628.52	12,000.00	21.9%	
6400-04 · Medical Services	4,195.00	5,000.00	83.9%	
Total 6400-00 · Professional Fees	11,208.52	31,000.00		36.2%
6400-05 · Election Expenses	1,156.42	1,500.00	77.1%	
6500-00 · Office \Postage Exp				
6500-01 · Office Supplies	896.59	3,000.00	29.9%	
6500-02 · Misc Supplies(petty cash)	77.29	200.00	38.6%	
Total 6500-00 · Office \Postage Exp	973.88	3,200.00		30.4%
Total Expense	20,040.82	52,200.00		38.4%
Net Ordinary Income	(20,040.82)	(52,200.00)		38.4%
Other Income/Expense				
Other Expense				
7100-00 · Reimb for Exp & Losses				
7140-00 · Truck Equipment				
7140-01 · Fire Equipment	141.49	13,455.00	1.1%	
Total 7140-00 · Truck Equipment	141.49	13,455.00		1.1%
7195-00 · Uniform & Equip(Firefighters)	368.75	10,325.00	3.6%	
Total 7100-00 · Reimb for Exp & Losses	510.24	23,780.00		2.1%
7200-00 · Hydrant Rental Dom Water	17,395.76	56,000.00	31.1%	
7400-00 · Insurance Premium	20,306.05	39,000.00	52.1%	
7500-00 · Professional Services				
7500-01 · Advertising	106.84	750.00	14.2%	
7500-03 · Training & Education	(162.31)	6,500.00	(2.5)%	
Total 7500-00 · Professional Services	(55.47)	7,250.00		(0.8)%
7600-00 · Utilities	9,937.48	30,000.00	33.1%	
7700-00 · Maint/Repairs				
7710-00 · Truck Service				
7710-01 · Radio Serv/Repair	166.50	5,000.00	3.3%	
7710-02 · Fuel	187.00	4,000.00	4.7%	
7710-04 · Truck Service	1,842.62	13,500.00	13.6%	
7710-05 · Equipment Testing	738.80	4,950.00	14.9%	
Total 7710-00 · Truck Service	2,934.92	27,450.00		10.7%
7720-00 · Air Pack & Bottle Repair	146.85	1,800.00	8.2%	
7730-00 · Bldg Maintenance	3,672.48	25,000.00	14.7%	
7740-00 · Bldg Supplies	0.00	3,000.00	0.0%	
7750-00 · Fire Comp. Contract	8,125.00	32,500.00	25.0%	
Total 7700-00 · Maint/Repairs	14,879.25	89,750.00		16.6%
7800-00 · Contingency	443.70	10,000.00	4.4%	
7850-00 · LOSAP Program				
7850-01 · LOSAP Program	18,330.20	21,000.00	87.3%	
Total 7850-00 · LOSAP Program	18,330.20	21,000.00		87.3%
8000-00 · Debt Service				
8010-01 · General Obligation Bonds-Princi	45,000.00	45,000.00	100.0%	
8010-10 · Capital Lease-Principal	0.00	30,000.00	0.0%	
8020-02 · General Obligation Bonds-Int.	2,317.50	3,476.00	66.7%	
8020-10 · Capital Lease-Interest	0.00	13,695.00	0.0%	
Total 8000-00 · Debt Service	47,317.50	92,171.00		51.3%
9600-00 · Commitments for Future Capital	0.00	25,835.00	0.0%	
Total Other Expense	129,064.71	394,786.00		32.7%
Net Other Income	(129,064.71)	(394,786.00)		32.7%
Net Income	(149,105.53)	(446,986.00)		33.4%

05/17/10

Jamesburg Board of Fire Commissioners
Accounts Payable Voucher List
 As of May 31, 2010

Date	Num	Account	Open Balance
888-USA-LOCK, LLC			
5/17/2010	100502	7730-00 · Bldg Maintenance	328.00
Total 888-USA-LOCK, LLC			328.00
ACCESS HEALTH SYSTEMS			
5/17/2010	100501	6400-04 · Medical Services	105.00
Total ACCESS HEALTH SYSTEMS			105.00
AT&T			
5/17/2010	100503	7600-00 · Utilities	219.97
Total AT&T			219.97
BAILEY'S SQUARE JANITORIAL SERVICES, INC.			
5/17/2010	100522	7730-00 · Bldg Maintenance	182.00
Total BAILEY'S SQUARE JANITORIAL SERVICES, INC.			182.00
BOROUGH OF JAMESBURG SEWER UTILITY			
5/17/2010	100504	7600-00 · Utilities	219.50
Total BOROUGH OF JAMESBURG SEWER UTILITY			219.50
BRIAN H. WRIGHT			
5/17/2010	100505	6100-01 · Commissioners Pay	715.00
Total BRIAN H. WRIGHT			715.00
CAMPBELL SUPPLY CO. INC.			
5/17/2010	100506	7710-04 · Truck Service	191.50
5/17/2010	100423	7710-04 · Truck Service	460.50
5/17/2010	100424	7710-04 · Truck Service	663.46
Total CAMPBELL SUPPLY CO. INC.			1,315.46
COMCAST			
5/17/2010	100507	7600-00 · Utilities	50.05
Total COMCAST			50.05
COMMUNICATIONS SPECIALISTS, INC.			
5/17/2010	100508	7710-01 · Radio Serv/Repair	99.50
Total COMMUNICATIONS SPECIALISTS, INC.			99.50
DEBORAH A. FITZGERALD			
5/17/2010	100509	6400-02 · Accounting/Auditing Fees	287.50
Total DEBORAH A. FITZGERALD			287.50
DEER PARK			
5/17/2010	100510	7730-00 · Bldg Maintenance	9.86
Total DEER PARK			9.86
DINA WALKER			
5/17/2010	100511	6100-01 · Commissioners Pay	653.00
Total DINA WALKER			653.00
JCP&L			
5/17/2010	100512	7600-00 · Utilities	204.33
Total JCP&L			204.33
JOSEPH D YOUSOUF, ESQUIRE			
5/17/2010	100513	6400-01 · Legal Fees	4,385.00
Total JOSEPH D YOUSOUF, ESQUIRE			4,385.00
MARGARET LINKE			
5/17/2010	100514	6100-01 · Commissioners Pay	520.00
Total MARGARET LINKE			520.00
MIDCO WASTE SYSTEMS			
5/17/2010	100515	7730-00 · Bldg Maintenance	233.99
Total MIDCO WASTE SYSTEMS			233.99

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Jamesburg Board of Fire Commissioners
Accounts Payable Voucher List
 As of May 31, 2010

Date	Num	Account	Open Balance
NANCY LINKE			
5/17/2010	100516	6100-01 · Commissioners Pay	943.00
Total NANCY LINKE			943.00
NEXTEL COMMUNICATIONS			
5/17/2010	100517	7600-00 · Utilities	152.96
Total NEXTEL COMMUNICATIONS			152.96
NJ-AMERICAN WATER COMP.			
5/17/2010	100518	7200-00 · Hydrant Rental Dom Water	4,329.15
5/17/2010	100518	7200-00 · Hydrant Rental Dom Water	23.19
Total NJ-AMERICAN WATER COMP.			4,352.34
NORTHEASTERN BUILDING SUPPLY			
5/17/2010	100519	7500-03 · Training & Education	400.19
Total NORTHEASTERN BUILDING SUPPLY			400.19
PATRICK CONNELLY			
5/17/2010	100520	6100-01 · Commissioners Pay	520.00
Total PATRICK CONNELLY			520.00
PSE&G			
5/17/2010	100521	7600-00 · Utilities	189.12
Total PSE&G			189.12
TOTAL			16,085.77

Jamesburg Board of Fire Commissioners
Monthly Check Register
 April 2010

05/17/10

Date	Num	Name	Memo	Amount
1104-00 - Cash in Checking-PNC				
4/15/2010	6193	ACCESS HEALTH SYSTEMS	FIT TESTS 4/1/10	(3,990.00)
4/15/2010	6194	AIR & GAS TECHNOLOGIES, INC.	INV# 114472 3/15/10	(538.80)
4/15/2010	6195	AT&T	AT&T BILL 3/24/10	(241.10)
4/15/2010	6196	AUTO KING PARTS & SUPPLIES	A/C# J2100 STMT 3/23/10 INV# 217990	(49.53)
4/15/2010	6197	BAILEY'S SQUARE JANITORIAL SERVICES, I...	INV# 45958	(182.00)
4/15/2010	6198	BETTER LIVING DEPT. STORE	A/C# JAFICO STMT 3/25/10	(53.96)
4/15/2010	6199	BUSCO BROS., INC.	REF #10325 3/19/10	(187.00)
4/15/2010	6200	COMCAST	BILL 3/31/10	(50.05)
4/15/2010	6201	COMMUNICATIONS SPECIALISTS, INC.	INV# 27651 3/25/10	(67.00)
4/15/2010	6202	DEBORAH A. FITZGERALD	INV# 2010003 3/31/10	(400.00)
4/15/2010	6203	HIGHTS FARM EQUIPMENT	INV# 132104 3/31/10	(72.00)
4/15/2010	6204	JCP&L	INVOICES 3/19/10	(1,920.11)
4/15/2010	6205	LIGHTHOUSE ADVISORS, LLC	INV# 2337 3/19/10	(346.00)
4/15/2010	6206	MC MASTER-CARR SUPPLY CO.	INV# 49675479 3/11/10	(146.85)
4/15/2010	6207	MIDCO WASTE SYSTEMS	INV# 0689-000270424 3/12/10	(232.80)
4/15/2010	6208	NEXTEL COMMUNICATIONS	INV# 325901826-065 3/27/10	(152.48)
4/15/2010	6209	NJ-AMERICAN WATER COMP.	A/C# 18-0769723-8 3/31/10	(4,329.15)
4/15/2010	6210	OLD FORGE SERVICE CENTER	INV# 100323004 3/23/10	(268.80)
4/15/2010	6211	PLEASANTVIEW LANDSCAPING & LAWN MA...	ANNUAL SVC 4/1-11/30/10	(1,360.00)
4/15/2010	6212	PSE&G	INV# 605800126520 3/25/10	(539.75)
4/15/2010	6213	VALIC	VOID: 2009 CONTRIBUTIONS - 29 MEMBERS	0.00
4/15/2010	6214	VIKING TERMITE & PEST CONTROL, INC.	INV# 18328112 4/1/10	(128.40)
4/15/2010	6215	W.B. MASON CO. INC.	INV# 860322-000 3/25/10	(127.09)
4/15/2010	6216	FIRST RESPONDER JOINT INSURANCE FUND	INSTALLMENT - W/COMP, PKG, MGMT LIAB, ENV'L, EXCES...	(14,708.00)
4/15/2010	6217	VALIC	2009 CONTRIBUTIONS - 28 MEMBERS	(18,330.20)
Total 1104-00 - Cash in Checking-PNC				(48,521.07)
TOTAL				(48,521.07)

05/17/10

Jamesburg Board of Fire Commissioners
Outstanding Checks
February through April 2010

Type	Date	Num	Name	Account	Paid Amount
Bill Pmt -Check	2/18/2010	6160	WILLIAM P. STONAKER	1104-00 · Cash in Checking-PNC	
Bill	12/31/2009	91231		6500-02 · Misc Supplies(petty cash) 6400-04 · Medical Services	-80.00 -15.00
TOTAL					-95.00
Bill Pmt -Check	4/15/2010	6217	VALIC	1104-00 · Cash in Checking-PNC	
Bill	4/15/2010	100328		7850-01 · LOSAP Program	-18,330.20
TOTAL					-18,330.20