

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

Prepared By: D. Fitzgerald

Treasurer Report:

Date: 11/21/13

Reconciled balance brought forward in <b>PNC Checking</b> Acct from last meeting:	\$ 20,000.00
Deposits made since the last meeting:	\$ 53,670.05
Vouchers/Fees paid/Transfers since last meeting:	(\$53,670.05)
Current Reconciled Balance Remaining in PNC Checking Account (1):	<b>\$ 20,000.00</b>
Reconciled <b>PNC Savings</b> Balance brought forward from last meeting:	\$ 263,318.31
Withdrawals:	(\$53,670.05)
Deposits/Interest to Savings Account (see Note 4):	\$ 104,284.33
Current Reconciled Balance Remaining in PNC Savings Account:	<b>\$ 313,932.59</b>
<b>GRAND TOTAL CASH ON HAND:</b>	<b>\$ 333,932.59</b>
Total Dollar Amount of Current Month Voucher List to be Paid:	<b>\$ 33,428.96</b>

**Notes - 11/21/13 Report:**

- 1) Payment of the current month's voucher list would result in a PNC Checking balance of: (\$13,428.96) therefore a transfer FROM PNC Sav of **\$33,428.96** 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 to be paid that month.
- 4) Reflects interest earned and posted of \$48.33 on 10/31/13, plus the deposit of \$104,236 on 10/22/13 representing the 3rd Qtr 2013 Borough tax check.

**Jamesburg Board of Fire Commissioners**  
**Budgeted Appropriations vs. Actual**  
**January through December 2013**

	Jan - Dec 13	Budget	% of Budget
<b>Ordinary Income/Expense</b>			
<b>Expense</b>			
6100-00 · Salary & Wages			
6100-01 · Commissioners Pay	13,400.00	15,000.00	89.3%
6100-02 · Clerk Pay	0.00	1,500.00	0.0%
<b>Total 6100-00 · Salary &amp; Wages</b>	<b>13,400.00</b>	<b>16,500.00</b>	<b>81.2%</b>
6400-00 · Professional Fees			
6400-01 · Legal Fees	7,000.00	14,000.00	50.0%
6400-02 · Accounting/Auditing Fees	8,517.02	12,000.00	71.0%
6400-04 · Medical Services	4,455.00	5,000.00	89.1%
<b>Total 6400-00 · Professional Fees</b>	<b>19,972.02</b>	<b>31,000.00</b>	<b>64.4%</b>
6400-05 · Election Expenses	2,926.63	3,000.00	97.6%
6500-00 · Office \Postage Exp			
6500-01 · Office Supplies	2,700.25	8,500.00	31.8%
6500-02 · Misc Supplies(petty cash)	0.00	200.00	0.0%
<b>Total 6500-00 · Office \Postage Exp</b>	<b>2,700.25</b>	<b>8,700.00</b>	<b>31.0%</b>
<b>Total Expense</b>	<b>38,998.90</b>	<b>59,200.00</b>	<b>65.9%</b>
<b>Net Ordinary Income</b>	<b>(38,998.90)</b>	<b>(59,200.00)</b>	<b>65.9%</b>
<b>Other Income/Expense</b>			
<b>Other Expense</b>			
7100-00 · Reimb for Exp & Losses			
7140-00 · Truck Equipment			
7140-01 · Fire Equipment	9,875.99	13,000.00	76.0%
<b>Total 7140-00 · Truck Equipment</b>	<b>9,875.99</b>	<b>13,000.00</b>	<b>76.0%</b>
7195-00 · Uniform & Equip(Firefighters)	7,795.61	10,000.00	78.0%
<b>Total 7100-00 · Reimb for Exp &amp; Losses</b>	<b>17,671.60</b>	<b>23,000.00</b>	<b>76.8%</b>
7200-00 · Hydrant Rental Dom Water	46,019.20	56,000.00	82.2%
7400-00 · Insurance Premium	40,787.00	41,250.00	98.9%
7500-00 · Professional Services			
7500-01 · Advertising	340.04	750.00	45.3%
7500-03 · Training & Education	4,957.00	6,000.00	82.6%
<b>Total 7500-00 · Professional Services</b>	<b>5,297.04</b>	<b>6,750.00</b>	<b>78.5%</b>
7600-00 · Utilities	15,704.76	27,000.00	58.2%
7700-00 · Maint/Repairs			
7710-00 · Truck Service			
7710-01 · Radio Serv/Repair	3,768.10	5,000.00	75.4%
7710-02 · Fuel	4,064.02	4,500.00	90.3%
7710-04 · Truck Service	5,814.28	15,000.00	38.8%
7710-05 · Equipment Testing	2,623.00	5,000.00	52.5%
<b>Total 7710-00 · Truck Service</b>	<b>16,269.40</b>	<b>29,500.00</b>	<b>55.2%</b>
7720-00 · Air Pack & Bottle Repair	1,149.49	1,800.00	63.9%
7730-00 · Bldg Maintenance	7,743.78	25,000.00	31.0%
7740-00 · Bldg Supplis	650.37	2,500.00	26.0%
7750-00 · Fire Comp. Contract	32,500.00	32,500.00	100.0%
<b>Total 7700-00 · Maint/Repairs</b>	<b>58,313.04</b>	<b>91,300.00</b>	<b>63.9%</b>
7800-00 · Contingency	6,161.76	25,000.00	24.6%
7850-00 · LOSAP Program			
7850-01 · LOSAP Program	15,418.85	21,000.00	73.4%
<b>Total 7850-00 · LOSAP Program</b>	<b>15,418.85</b>	<b>21,000.00</b>	<b>73.4%</b>
8000-00 · Debt Service			
8010-03 · Lease Purchase - Principal	24,703.67	24,704.00	100.0%
8010-10 · Capital Lease-Principal	0.00	40,000.00	0.0%
8010-11 · Capital Lease - Oshkosh	33,449.29	33,449.00	100.0%
8020-03 · Lease Purchase - Int.	3,322.00	3,322.00	100.0%
8020-10 · Capital Lease-Interest	0.00	8,980.00	0.0%
<b>Total 8000-00 · Debt Service</b>	<b>61,474.96</b>	<b>110,455.00</b>	<b>55.7%</b>
9000-00 · Special Projects			
9200-00 · Capital Project-New Truck	0.00	10,000.00	0.0%
<b>Total 9000-00 · Special Projects</b>	<b>0.00</b>	<b>10,000.00</b>	<b>0.0%</b>
<b>Total Other Expense</b>	<b>266,848.21</b>	<b>411,755.00</b>	<b>64.8%</b>
<b>Net Other Income</b>	<b>(266,848.21)</b>	<b>(411,755.00)</b>	<b>64.8%</b>
<b>Net Income</b>	<b>(305,847.11)</b>	<b>(470,955.00)</b>	<b>64.9%</b>

11/20/13

**Jamesburg Board of Fire Commissioners**  
**Accounts Payable Voucher List**  
As of November 30, 2013

Date	Num	Account	Open Balance
<b>AT&amp;T</b>			
11/20/2013	2013-03-106	7600-00 · Utilities	233.71
Total AT&T			233.71
<b>BETTER LIVING DEPT. STORE</b>			
11/20/2013	2013-02-031	7740-00 · Bldg Supplies	18.99
11/20/2013	2013-02-032	7730-00 · Bldg Maintenance	619.00
Total BETTER LIVING DEPT. STORE			637.99
<b>BOROUGH OF JAMESBURG</b>			
11/20/2013	2013-01-058	7710-02 · Fuel	4,064.02
Total BOROUGH OF JAMESBURG			4,064.02
<b>BOROUGH OF JAMESBURG SEWER UTILITY</b>			
11/20/2013	2013-03-107	7600-00 · Utilities	236.75
Total BOROUGH OF JAMESBURG SEWER UTILITY			236.75
<b>BRIAN H. WRIGHT</b>			
11/20/2013	2013-03-108	6100-01 · Commissioners Pay	715.00
Total BRIAN H. WRIGHT			715.00
<b>COMCAST</b>			
11/20/2013	2013-03-109	7600-00 · Utilities	97.08
Total COMCAST			97.08
<b>DEBORAH A. FITZGERALD</b>			
11/20/2013	2013-03-110	6400-02 · Accounting/Auditing Fees	200.00
Total DEBORAH A. FITZGERALD			200.00
<b>DEER PARK DIRECT</b>			
11/20/2013	2013-02-033	7730-00 · Bldg Maintenance	11.25
Total DEER PARK DIRECT			11.25
<b>DINA WALKER</b>			
11/20/2013	2013-03-111	6100-01 · Commissioners Pay	651.00
Total DINA WALKER			651.00
<b>EMERGENCY EQUIPMENT SALES, LLC</b>			
11/20/2013	2013-01-038	7710-04 · Truck Service	1,184.00
11/20/2013	2013-01-046	7710-04 · Truck Service	276.00
11/20/2013	2013-01-057	7800-00 · Contingency	223.25
Total EMERGENCY EQUIPMENT SALES, LLC			1,683.25
<b>JAMESBURG VOL FIRE DEPT</b>			
11/20/2013	2013-02-034	7750-00 · Fire Comp. Contract	8,125.00
Total JAMESBURG VOL FIRE DEPT			8,125.00
<b>JAMMER DOORS</b>			
11/20/2013	2013-02-035	7730-00 · Bldg Maintenance	429.00
Total JAMMER DOORS			429.00
<b>JCP&amp;L</b>			
11/20/2013	2013-03-112	7600-00 · Utilities	725.47
Total JCP&L			725.47
<b>JOSEPH HOWARD</b>			
11/20/2013	2013-03-113	6100-01 · Commissioners Pay	520.00
Total JOSEPH HOWARD			520.00
<b>MIDCO WASTE SYSTEMS #689</b>			
11/20/2013	2013-02-036	7730-00 · Bldg Maintenance	401.69
Total MIDCO WASTE SYSTEMS #689			401.69
<b>NANCY LINKE</b>			
11/20/2013	2013-03-114	6100-01 · Commissioners Pay	941.00
Total NANCY LINKE			941.00
<b>NETLINK WEB SERVICES, LLC</b>			
11/20/2013	2013-03-115	6500-01 · Office Supplies	199.00
Total NETLINK WEB SERVICES, LLC			199.00

11/20/13

**Jamesburg Board of Fire Commissioners**  
**Accounts Payable Voucher List**  
As of November 30, 2013

<u>Date</u>	<u>Num</u>	<u>Account</u>	<u>Open Balance</u>
<b>NJ-AMERICAN WATER COMP.</b>			
11/20/2013	2013-03-116	7200-00 · Hydrant Rental Dom Water	23.76
11/20/2013	2013-03-116	7200-00 · Hydrant Rental Dom Water	23.76
11/20/2013	2013-03-116	7200-00 · Hydrant Rental Dom Water	4,578.00
Total NJ-AMERICAN WATER COMP.			4,625.52
<b>PATRICK CONNELLY</b>			
11/20/2013	2013-03-117	6100-01 · Commissioners Pay	520.00
Total PATRICK CONNELLY			520.00
<b>PSE&amp;G</b>			
11/20/2013	2013-03-118	7600-00 · Utilities	94.13
Total PSE&G			94.13
<b>TACTICAL PUBLIC SAFETY, LLC</b>			
11/20/2013	2013-01-059	7800-00 · Contingency	6,362.00
Total TACTICAL PUBLIC SAFETY, LLC			6,362.00
<b>VIKING TERMITE &amp; PEST CONTROL, INC.</b>			
11/20/2013	2013-02-037	7730-00 · Bldg Maintenance	139.10
Total VIKING TERMITE & PEST CONTROL, INC.			139.10
<b>WATERWAY, INC.</b>			
11/20/2013	2013-01-056	7710-05 · Equipment Testing	1,817.00
Total WATERWAY, INC.			1,817.00
<b>TOTAL</b>			<b>33,428.96</b>

*Antenna*

**BANK RECONCILIATION**

NAME OF CLIENT: JAMESBURG BOARD OF FIRE COMMISSIONERS

MONTH OF: October-13

NAME OF BANK: PNC Bank

PREPARED BY: DF

ACCOUNT #: 80-2874-0082

BALANCE FORWARD:	30-Sep-13	\$20,000.00	BAL. PER BANK STATEMENT	\$28,584.00
			AS OF:	31-Oct-13
ADD DEBITS:			ADD DEPOSITS IN TRANSIT:	
Online Banking Transfer				
on 10/22/13	\$53,670.05			
TOTAL DEBITS:	\$53,670.05			
	TOTAL	\$73,670.05		
LESS CREDITS:				\$0.00
VOUCHER LIST - 10/31	\$53,670.05		TOTAL IN TRANSIT:	
				\$28,584.00
ACCOUNT ANALYSIS	\$0.00		LESS CHECKS OUTSTANDING:	
			TOTAL:	\$8,584.00
TOTAL CREDITS:	\$53,670.05			
ENDING BANK BALANCE-Per General Ledger:		\$20,000.00	BANK BALANCE-Per Reconciliation:	\$20,000.00

\$0.00

NUMBER	AMOUNT	PAYEE NAME	DATE	P/O #
7019	150.00	Reliable Fire	8/15/13	
7031	199.00	Netlink Web	9/19/13	
7037	110.00	Andy Stonaker - Petty Cash	10/17/13	
7048	8,125.00	Jamesburg Vol Fire	10/17/13	
TOTAL	\$ 8,584.00			

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**Jamesburg Board of Fire Commissioners**  
**Monthly Check Register**  
 October 2013

Date	Num	Name	Memo	Amount
<b>1104-00 · Cash in Checking-PNC</b>				
10/17/2013	7036	ACCESS HEALTH SYSTEMS	INV 10/1/13 RESP PKG	(135.00)
10/17/2013	7037	ANDY STONAKER - PETTY CASH	REIMBURSE EXPENSES - LOCKSMITH 9/23 & 9/24/13	(110.00)
10/17/2013	7038	APPROVED FIRE PROTECTION CO.	INV# 111339118 7/15/13	(52.00)
10/17/2013	7039	AT&T	LOCAL & LONG DISTANCE 9/24/13	(235.19)
10/17/2013	7040	AUTO KING PARTS & SUPPLIES	A/C# J2100 INV# 357069 9/9/13	(178.99)
10/17/2013	7041	BETTER LIVING DEPT. STORE	A/C# JAFICO STMT 9/25/13	(162.47)
10/17/2013	7042	BINARY CONNECTIONS, INC.	INV# 4062 10/10/13	(1,539.00)
10/17/2013	7043	CIRCLE JANITORIAL SUPPLIES, SOUTH	INV# 12528-13 9/24/13	(241.41)
10/17/2013	7044	COMCAST	INTERNET & TV 9/30/13	(103.56)
10/17/2013	7045	DEBORAH A. FITZGERALD	INV# 2013009 9/30/13	(187.50)
10/17/2013	7046	FOLEY, INCORPORATED	INV# WOIN0899926 9/20/13	(531.90)
10/17/2013	7047	JAMESBURG HARDWARE & APPLIANCE	A/C# 103420 STMT DATED 9/25/13	(35.54)
10/17/2013	7048	JAMESBURG VOL FIRE DEPT	3RD QTR 2013 CONTRACT INSTALLMENT	(8,125.00)
10/17/2013	7049	JCP&L	ELECTRIC 9/17/13	(360.59)
10/17/2013	7050	MAIN ELECTRIC SUPPLY CO., INC.	INV# 1031828-0001 9/13/13, 1032291-0001 9/18/13	(89.46)
10/17/2013	7051	MIDCO WASTE SYSTEMS #689	INV# 0689-1006381 9/12/13	(405.27)
10/17/2013	7052	NETLINK WEB SERVICES, LLC	INV# NWS1430 10/1/13	(199.00)
10/17/2013	7053	NEW JERSEY FIRE EQUIPMENT CO.	INV# 43312 9/27/13	(512.00)
10/17/2013	7054	NJ-AMERICAN WATER COMP.	A/C# 18-0767497-1 9/13/13 & 18-0769723-8 10/1/13	(9,173.39)
10/17/2013	7055	NORTHEASTERN BUILDING SUPPLY	INV# 1305-205298 5/20/13	(119.48)
10/17/2013	7056	PANTANO POWER EQUIPMENT	INV# 76174 8/28/13	(178.08)
10/17/2013	7057	PENGUIN MANAGEMENT, INC.	INV# 18114 9/26/13	(1,747.00)
10/17/2013	7058	PSE&G	GAS 9/24/13	(102.46)
10/17/2013	7059	RJE ELECTRIC, LLC	INV# 935 7/23/13	(960.00)
10/17/2013	7060	VIKING TERMITE & PEST CONTROL, INC.	INV# 18439868 4/20/13	(139.10)
10/17/2013	7061	W.B. MASON CO. INC.	INV# 113650436 9/16/13	(20.99)
10/17/2013	7062	KANSAS STATE BANK	Scott SCBA Pmt due 11/17/13	(28,025.67)
Total 1104-00 · Cash in Checking-PNC				(53,670.05)
<b>TOTAL</b>				<b>(53,670.05)</b>

11/19/13

Jamesburg Board of Fire Commissioners  
**Outstanding Checks**  
August through October 2013

Type	Date	Num	Name	Account	Paid Amount
Bill Pmt -Check	8/15/2013	7019	RELIABLE FIRE PROTECTI...	1104-00 · Cash in Checking-PNC	
Bill	8/13/2013	2013-02-019		7730-00 · Bldg Maintenance	-150.00
TOTAL					-150.00
Bill Pmt -Check	10/17/2013	7037	ANDY STONAKER - PETTY ...	1104-00 · Cash in Checking-PNC	
Bill	10/15/2013	2013-02-022		7730-00 · Bldg Maintenance	-110.00
TOTAL					-110.00
Bill Pmt -Check	10/17/2013	7048	JAMESBURG VOL FIRE DE...	1104-00 · Cash in Checking-PNC	
Bill	10/15/2013	2013-02-027		7750-00 · Fire Comp. Contract	-8,125.00
TOTAL					-8,125.00
Bill Pmt -Check	10/17/2013	7052	NETLINK WEB SERVICES, ...	1104-00 · Cash in Checking-PNC	
Bill	10/15/2013	2013-03-102		6500-01 · Office Supplies	-199.00
TOTAL					-199.00