

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

Prepared By: D. Fitzgerald

Treasurer Report:

Date: 3/20/14

Reconciled balance brought forward in PNC Checking Acct from last meeting:	\$ 19,924.76
Deposits made since the last meeting:	\$ 27,425.30
Vouchers/Fees paid/Transfers since last meeting:	\$ (27,350.06)
Current Reconciled Balance Remaining in PNC Checking Account (1):	\$ 20,000.00
Reconciled PNC Savings Balance brought forward from last meeting:	\$ 295,019.36
Withdrawals (see Note 4):	\$ (27,425.30)
Deposits/Interest to Savings Account (see Note 5):	\$ 46.74
Current Reconciled Balance Remaining in PNC Savings Account:	\$ 267,640.80
GRAND TOTAL CASH ON HAND:	\$ 287,640.80
Total Dollar Amount of Current Month Voucher List to be Paid:	\$ 11,544.72

Notes - 3/20/14 Report:

1) Payment of the current month's voucher list would result in a PNC Checking balance of: \$8,455.28 therefore a transfer FROM PNC Sav of **\$11,544.72** 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 \$46.74 on 2/28/14.

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

FINAL

	Jan - Dec 13	Budget	% of Budget
Ordinary Income/Expense			
Expense			
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%
Total 6100-00 · Salary & Wages	13,400.00	16,500.00	81.2%
6400-00 · Professional Fees			
6400-01 · Legal Fees	10,730.00	14,000.00	76.6%
6400-02 · Accounting/Auditing Fees	9,054.52	12,000.00	75.5%
6400-04 · Medical Services	4,455.00	5,000.00	89.1%
Total 6400-00 · Professional Fees	24,239.52	31,000.00	78.2%
6400-05 · Election Expenses	2,926.63	3,000.00	97.6%
6500-00 · Office \Postage Exp			
6500-01 · Office Supplies	5,247.32	8,500.00	61.7%
6500-02 · Misc Supplies(petty cash)	0.00	200.00	0.0%
Total 6500-00 · Office \Postage Exp	5,247.32	8,700.00	60.3%
Total Expense	45,813.47	59,200.00	77.4%
Net Ordinary Income	(45,813.47)	(59,200.00)	77.4%
Other Income/Expense			
Other Expense			
7100-00 · Reimb for Exp & Losses			
7140-00 · Truck Equipment			
7140-01 · Fire Equipment	17,290.11	17,500.00	98.8%
Total 7140-00 · Truck Equipment	17,290.11	17,500.00	98.8%
7195-00 · Uniform & Equip(Firefighters)	8,359.63	10,000.00	83.6%
Total 7100-00 · Reimb for Exp & Losses	25,649.74	27,500.00	93.3%
7200-00 · Hydrant Rental Dom Water	55,198.96	56,000.00	98.6%
7400-00 · Insurance Premium	40,787.00	41,250.00	98.9%
7500-00 · Professional Services			
7500-01 · Advertising	385.96	750.00	51.5%
7500-03 · Training & Education	5,257.00	6,000.00	87.6%
Total 7500-00 · Professional Services	5,642.96	6,750.00	83.6%
7600-00 · Utilities	17,968.63	27,000.00	66.6%
7700-00 · Maint/Repairs			
7710-00 · Truck Service			
7710-01 · Radio Serv/Repair	6,661.10	7,000.00	95.2%
7710-02 · Fuel	4,064.02	4,500.00	90.3%
7710-04 · Truck Service	7,284.17	10,500.00	69.4%
7710-05 · Equipment Testing	2,675.00	3,000.00	89.2%
Total 7710-00 · Truck Service	20,684.29	25,000.00	82.7%
7720-00 · Air Pack & Bottle Repair	1,196.49	1,800.00	66.5%
7730-00 · Bldg Maintenance	10,428.74	25,000.00	41.7%
7740-00 · Bldg Supplies	985.97	2,500.00	39.4%
7750-00 · Fire Comp. Contract	32,500.00	32,500.00	100.0%
Total 7700-00 · Maint/Repairs	65,795.49	86,800.00	75.8%
7800-00 · Contingency	6,162.96	25,000.00	24.7%
7850-00 · LOSAP Program			
7850-01 · LOSAP Program	15,418.85	21,000.00	73.4%
Total 7850-00 · LOSAP Program	15,418.85	21,000.00	73.4%
8000-00 · Debt Service			
8010-03 · Lease Purchase-Principal	24,703.67	24,704.00	100.0%
8010-10 · Capital Lease-Principal	40,000.00	40,000.00	100.0%
8010-11 · Capital Lease-Oshkosh Princ	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	8,980.00	8,980.00	100.0%
Total 8000-00 · Debt Service	110,454.96	110,455.00	100.0%
9000-00 · Special Projects			
9200-00 · Capital Project-New Truck	0.00	10,000.00	0.0%
Total 9000-00 · Special Projects	0.00	10,000.00	0.0%
Total Other Expense	343,079.55	411,755.00	83.3%
Net Other Income	(343,079.55)	(411,755.00)	83.3%
Net income	(388,893.02)	(470,955.00)	82.6%

03/18/14

Jamesburg Board of Fire Commissioners
Accounts Payable Voucher List
As of December 31, 2013

Date	Num	Account	Open Balance
MERCER COUNTY COMMUNITY COLLEGE			
12/31/2013	2013-01-018	7500-03 · Training & Education	300.00
Total MERCER COUNTY COMMUNITY COLLEGE			300.00
R.C. LONG, INC.			
12/31/2013	2013-02-040	7730-00 · Bldg Maintenance	675.00
Total R.C. LONG, INC.			675.00
TOTAL			975.00

03/18/14

Jamesburg Board of Fire Commissioners
Accounts Payable Voucher List
 As of March 31, 2014

Date	Num	Account	Open Balance
ACCESS HEALTH SYSTEMS			
3/18/2014	2014-01-003	6400-04 · Medical Services	3,780.00
Total ACCESS HEALTH SYSTEMS			3,780.00
AT&T			
3/18/2014	2014-03-022	7600-00 · Utilities	255.09
Total AT&T			255.09
AUTO KING PARTS & SUPPLIES			
3/18/2014	2014-01-004	7710-04 · Truck Service	19.98
Total AUTO KING PARTS & SUPPLIES			19.98
BINARY CONNECTIONS, INC.			
3/18/2014	2014-01-005	7500-03 · Training & Education	1,539.00
Total BINARY CONNECTIONS, INC.			1,539.00
CIRCLE JANITORIAL SUPPLIES, SOUTH			
3/18/2014	2014-02-004	7740-00 · Bldg Supplies	249.00
3/18/2014	2014-02-004	7740-00 · Bldg Supplies	442.62
Total CIRCLE JANITORIAL SUPPLIES, SOUTH			691.62
COMCAST			
3/18/2014	2014-03-023	7600-00 · Utilities	130.21
3/18/2014	2014-03-023	7600-00 · Utilities	101.01
Total COMCAST			231.22
DEBORAH A. FITZGERALD			
3/18/2014	2014-03-024	6400-02 · Accounting/Auditing Fees	326.47
Total DEBORAH A. FITZGERALD			326.47
DEER PARK DIRECT			
3/18/2014	2014-02-005	7730-00 · Bldg Maintenance	10.26
Total DEER PARK DIRECT			10.26
JAMESBURG HARDWARE & APPLIANCE			
3/18/2014	2014-02-006	7730-00 · Bldg Maintenance	99.96
Total JAMESBURG HARDWARE & APPLIANCE			99.96
JAMMER DOORS			
3/18/2014	2014-02-007	7730-00 · Bldg Maintenance	145.00
Total JAMMER DOORS			145.00
MERCER COUNTY COMMUNITY COLLEGE			
12/31/2013	2013-01-018	7500-03 · Training & Education	300.00
Total MERCER COUNTY COMMUNITY COLLEGE			300.00
MIDCO WASTE SYSTEMS #689			
3/18/2014	2014-02-008	7730-00 · Bldg Maintenance	400.14
Total MIDCO WASTE SYSTEMS #689			400.14
MIDDLESEX COUNTY FIRE ACADEMY			
3/18/2014	2014-01-006	7500-03 · Training & Education	760.00
Total MIDDLESEX COUNTY FIRE ACADEMY			760.00
MIDDLESEX COUNTY TREASURER'S OFFICE			
3/18/2014	2014-03-025	6400-05 · Election Expenses	30.30
Total MIDDLESEX COUNTY TREASURER'S OFFICE			30.30
NETLINK WEB SERVICES, LLC			
3/18/2014	2014-03-026	6500-01 · Office Supplies	199.00
Total NETLINK WEB SERVICES, LLC			199.00
NJ-AMERICAN WATER COMP.			
3/18/2014	2014-03-027	7200-00 · Hydrant Rental Dom Water	24.85
Total NJ-AMERICAN WATER COMP.			24.85
PSE&G			
3/18/2014	2014-03-028	7600-00 · Utilities	1,087.84
Total PSE&G			1,087.84

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Jamesburg Board of Fire Commissioners
Accounts Payable Voucher List
As of March 31, 2014

Date	Num	Account	Open Balance
R.C. LONG, INC. 12/31/2013	2013-02-040	7730-00 · Bldg Maintenance	675.00
Total R.C. LONG, INC.			675.00
RELIABLE FIRE PROTECTION 3/18/2014	2014-02-009	7730-00 · Bldg Maintenance	218.00
Total RELIABLE FIRE PROTECTION			218.00
ROY PRESS, INC. 3/18/2014	2014-03-029	6400-05 · Election Expenses	466.25
Total ROY PRESS, INC.			466.25
VIKING PEST CONTROL, INC. 3/18/2014	2014-02-010	7730-00 · Bldg Maintenance	144.75
Total VIKING PEST CONTROL, INC.			144.75
W.B. MASON CO. INC. 3/18/2014	2014-03-030	6500-01 · Office Supplies	139.99
Total W.B. MASON CO. INC.			139.99
TOTAL			<u>11,544.72</u>

includes 2013
A/P

Jamesburg Board of Fire Commissioners
Monthly Check Register
February 2014

03/18/14

Date	Num	Name	Memo	Amount
1104-00 - Cash in Checking-PNC				
2/20/2014	7117	ANNA ORANCZAK	2014 ELECTION HELP	(125.00)
2/20/2014	7118	AT&T		(473.28)
2/20/2014	7119	BRIAN H. WRIGHT	1ST QTR 2014 COMMISSIONERS FEES	(715.00)
2/20/2014	7120	DEBORAH A. FITZGERALD	INV# 2014001 1/31/14	(318.02)
2/20/2014	7121	DEER PARK DIRECT	INV# 14A7801965661 2/4/14	(10.26)
2/20/2014	7122	DINA WALKER	1ST QTR 2014 COMMISSIONERS FEES	(653.00)
2/20/2014	7123	EMERGENCY EQUIPMENT SALES, LLC		(990.00)
2/20/2014	7124	FIRE & SAFETY SERVICES, LTD.		(402.22)
2/20/2014	7125	HOLLY FAAS	2014 ELECTION HELP	(125.00)
2/20/2014	7126	JCP&L	ELECTRIC 2/13/14	(1,699.42)
2/20/2014	7127	JOSEPH HOWARD	1ST QTR 2014 COMMISSIONERS FEES	(520.00)
2/20/2014	7128	LINDA CALLAGHAN	2014 ELECTION HELP	(125.00)
2/20/2014	7129	MICHAEL RAMPACEK	2014 ELECTION HELP	(75.00)
2/20/2014	7130	MIDCO WASTE SYSTEMS #689	INV# 0689-001472553 1/12/14	(399.93)
2/20/2014	7131	NANCY LINKE	1ST QTR 2014 COMMISSIONERS FEES	(943.00)
2/20/2014	7132	NETLINK WEB SERVICES, LLC	INV# NWS1497 2/1/14	(199.00)
2/20/2014	7133	NEW JERSEY FIRE EQUIPMENT CO.	INV# 43790 1/17/14	(1,330.80)
2/20/2014	7134	NEW JERSEY PRESS MEDIA	ELECTION NOTICE 1/10/14	(1,928.64)
2/20/2014	7135	NJ-AMERICAN WATER COMP.		(9,180.85)
2/20/2014	7136	OLIVER L.E. SODEN AGENCY	INV# 149643 VOLUNTEER FIREMENS ACCIDENT/HEALTH	(5,481.00)
2/20/2014	7137	PANTANO POWER EQUIPMENT	INV# 85489 1/17/14	(99.91)
2/20/2014	7138	PATRICK CONNELLY	1ST QTR 2014 COMMISSIONERS FEES	(520.00)
2/20/2014	7139	PSE&G	GAS 1/21/14	(834.76)
2/20/2014	7140	W.B. MASON CO. INC.	INV# I6095064 1/27/14, I16257263 2/3/14	(200.97)
Total 1104-00 - Cash in Checking-PNC				(27,350.06)
TOTAL				(27,350.06)

Jamesburg Board of Fire Commissioners
Outstanding Checks
August 2013 through February 2014

03/18/14

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	1/16/2014	7116	WARSHAUER GENERATO...	1104-00 · Cash in Checking-PNC	
Bill	12/31/2013	2013-02-041		7730-00 · Bldg Maintenance	-312.50
Bill	12/31/2013	2013-02-042		7730-00 · Bldg Maintenance	-774.40
Bill	1/15/2014	2014-02-001		7730-00 · Bldg Maintenance	-1,320.00
TOTAL					-2,406.90
Bill Pmt -Check	2/20/2014	7118	AT&T	1104-00 · Cash in Checking-PNC	
Bill	12/31/2013	2013-03-131		7600-00 · Utilities	-234.52
Bill	2/17/2014	2014-03-005		7600-00 · Utilities	-238.76
TOTAL					-473.28
Bill Pmt -Check	2/20/2014	7122	DINA WALKER	1104-00 · Cash in Checking-PNC	
Bill	2/17/2014	2014-03-008		6100-01 · Commissioners Pay	-653.00
TOTAL					-653.00
Bill Pmt -Check	2/20/2014	7123	EMERGENCY EQUIPMENT ...	1104-00 · Cash in Checking-PNC	
Bill	12/31/2013	2013-01-070		7710-04 · Truck Service	-495.00
Bill	12/31/2013	2013-01-071		7710-04 · Truck Service	-495.00
TOTAL					-990.00
Bill Pmt -Check	2/20/2014	7127	JOSEPH HOWARD	1104-00 · Cash in Checking-PNC	
Bill	2/17/2014	2014-03-011		6100-01 · Commissioners Pay	-520.00
TOTAL					-520.00
Bill Pmt -Check	2/20/2014	7132	NETLINK WEB SERVICES, ...	1104-00 · Cash in Checking-PNC	
Bill	2/17/2014	2014-03-015		6500-01 · Office Supplies	-199.00
TOTAL					-199.00
Bill Pmt -Check	2/20/2014	7140	W.B. MASON CO. INC.	1104-00 · Cash in Checking-PNC	
Bill	2/17/2014	2014-03-020		6500-01 · Office Supplies	-139.99
				6500-01 · Office Supplies	-60.98
TOTAL					-200.97