

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

Prepared By: D. Fitzgerald

Treasurer Report:

Date: 8/15/13

Reconciled balance brought forward in <b>PNC Checking</b> Acct from last meeting:	\$ 19,996.12
Deposits made since the last meeting:	\$ 9,672.45
Vouchers/Fees paid/Transfers since last meeting:	(\$10,137.57)
Current Reconciled Balance Remaining in PNC Checking Account (1):	<b>\$ 19,531.00</b>
Reconciled <b>PNC Savings</b> Balance brought forward from last meeting:	\$ 316,657.28
Withdrawals:	(\$9,672.45)
Deposits/Interest to Savings Account (see Note 4):	\$ 59.40
Current Reconciled Balance Remaining in PNC Savings Account:	<b>\$ 307,044.23</b>
<b>GRAND TOTAL CASH ON HAND:</b>	<b>\$ 326,575.23</b>
Total Dollar Amount of Current Month Voucher List to be Paid:	<b>\$ 22,069.87</b>

**Notes - 8/15/13 Report:**

1) Payment of the current month's voucher list would result in a PNC Checking balance of: (\$2,538.87) therefore a transfer FROM PNC Sav of **\$22,538.87** needs to be made in order to maintain the control balance of **\$20,000.00**. Check #6996 payable to Reliable Fire Protection for \$469 was cut after the meeting on 7/18/13.

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 \$59.40 on 7/31/13.

11:00 PM

08/13/13

Accrual Basis

**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	10,053.00	15,000.00	67.0%
6100-02 · Clerk Pay	0.00	1,500.00	0.0%
<b>Total 6100-00 · Salary &amp; Wages</b>	<b>10,053.00</b>	<b>16,500.00</b>	<b>60.9%</b>
6400-00 · Professional Fees			
6400-01 · Legal Fees	7,000.00	14,000.00	50.0%
6400-02 · Accounting/Auditing Fees	7,929.52	12,000.00	66.1%
6400-04 · Medical Services	4,320.00	5,000.00	86.4%
<b>Total 6400-00 · Professional Fees</b>	<b>19,249.52</b>	<b>31,000.00</b>	<b>62.1%</b>
6400-05 · Election Expenses	2,926.63	3,000.00	97.6%
6500-00 · Office \Postage Exp			
6500-01 · Office Supplies	1,915.96	8,500.00	22.5%
6500-02 · Misc Supplies(petty cash)	0.00	200.00	0.0%
<b>Total 6500-00 · Office \Postage Exp</b>	<b>1,915.96</b>	<b>8,700.00</b>	<b>22.0%</b>
<b>Total Expense</b>	<b>34,145.11</b>	<b>59,200.00</b>	<b>57.7%</b>
<b>Net Ordinary Income</b>	<b>(34,145.11)</b>	<b>(59,200.00)</b>	<b>57.7%</b>
<b>Other Income/Expense</b>			
<b>Other Expense</b>			
7100-00 · Reimb for Exp & Losses			
7140-00 · Truck Equipment			
7140-01 · Fire Equipment	9,185.00	13,000.00	70.7%
<b>Total 7140-00 · Truck Equipment</b>	<b>9,185.00</b>	<b>13,000.00</b>	<b>70.7%</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>16,980.61</b>	<b>23,000.00</b>	<b>73.8%</b>
7200-00 · Hydrant Rental Dom Water	27,625.20	56,000.00	49.3%
7400-00 · Insurance Premium	28,783.00	41,250.00	69.8%
7500-00 · Professional Services			
7500-01 · Advertising	340.04	750.00	45.3%
7500-03 · Training & Education	3,418.00	6,000.00	57.0%
<b>Total 7500-00 · Professional Services</b>	<b>3,758.04</b>	<b>6,750.00</b>	<b>55.7%</b>
7600-00 · Utilities	11,843.25	27,000.00	43.9%
7700-00 · Maint/Repairs			
7710-00 · Truck Service			
7710-01 · Radio Serv/Repair	1,687.10	5,000.00	33.7%
7710-02 · Fuel	0.00	4,500.00	0.0%
7710-04 · Truck Service	2,991.60	15,000.00	19.9%
7710-05 · Equipment Testing	573.00	5,000.00	11.5%
<b>Total 7710-00 · Truck Service</b>	<b>5,251.70</b>	<b>29,500.00</b>	<b>17.8%</b>
7720-00 · Air Pack & Bottle Repair	1,149.49	1,800.00	63.9%
7730-00 · Bldg Maintenance	3,126.65	25,000.00	12.5%
7740-00 · Bldg Supplies	102.50	2,500.00	4.1%
7750-00 · Fire Comp. Contract	16,250.00	32,500.00	50.0%
<b>Total 7700-00 · Maint/Repairs</b>	<b>25,880.34</b>	<b>91,300.00</b>	<b>28.3%</b>
7800-00 · Contingency	(423.49)	25,000.00	(1.7)%
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	0.00	24,704.00	0.0%
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.	0.00	3,322.00	0.0%
8020-10 · Capital Lease-Interest	0.00	8,980.00	0.0%
<b>Total 8000-00 · Debt Service</b>	<b>33,449.29</b>	<b>110,455.00</b>	<b>30.3%</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>163,315.09</b>	<b>411,755.00</b>	<b>39.7%</b>
<b>Net Other Income</b>	<b>(163,315.09)</b>	<b>(411,755.00)</b>	<b>39.7%</b>
<b>Net Income</b>	<b>(197,460.20)</b>	<b>(470,955.00)</b>	<b>41.9%</b>

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

Date	Num	Account	Open Balance
<b>ANDY STONAKER - PETTY CASH</b>			
8/13/2013	2013-02-017	7730-00 · Bldg Maintenance	154.99
Total ANDY STONAKER - PETTY CASH			154.99
<b>AT&amp;T</b>			
8/13/2013	2013-03-075	7600-00 · Utilities	232.92
Total AT&T			232.92
<b>AUTO KING PARTS &amp; SUPPLIES</b>			
8/13/2013	2013-01-040	7710-04 · Truck Service	91.94
Total AUTO KING PARTS & SUPPLIES			91.94
<b>BETTER LIVING DEPT. STORE</b>			
8/13/2013	2013-02-015	7730-00 · Bldg Maintenance	228.00
Total BETTER LIVING DEPT. STORE			228.00
<b>BOROUGH OF JAMESBURG SEWER UTILITY</b>			
8/13/2013	2013-03-076	7600-00 · Utilities	236.75
Total BOROUGH OF JAMESBURG SEWER UTILITY			236.75
<b>BRIAN H. WRIGHT</b>			
8/13/2013	2013-03-077	6100-01 · Commissioners Pay	715.00
Total BRIAN H. WRIGHT			715.00
<b>COMCAST</b>			
8/13/2013	2013-03-080	7600-00 · Utilities	69.33
8/13/2013	2013-03-080	7600-00 · Utilities	69.33
Total COMCAST			138.66
<b>DEBORAH A. FITZGERALD</b>			
8/13/2013	2013-03-078	6400-02 · Accounting/Auditing Fees	212.50
Total DEBORAH A. FITZGERALD			212.50
<b>DEER PARK DIRECT</b>			
8/13/2013	2013-02-016	7730-00 · Bldg Maintenance	9.11
Total DEER PARK DIRECT			9.11
<b>DINA WALKER</b>			
8/13/2013	2013-03-079	6100-01 · Commissioners Pay	653.00
Total DINA WALKER			653.00
<b>EMERGENCY EQUIPMENT SALES, LLC</b>			
8/13/2013	2013-01-041	7800-00 · Contingency	2,674.25
Total EMERGENCY EQUIPMENT SALES, LLC			2,674.25
<b>FIREFIGHTER ONE, LLC</b>			
8/13/2013	2013-01-042	7140-01 · Fire Equipment	192.10
8/13/2013	2013-01-036	7140-01 · Fire Equipment	900.00
Total FIREFIGHTER ONE, LLC			1,092.10
<b>HIGHTS FARM EQUIPMENT</b>			
8/13/2013	2013-01-030	7140-01 · Fire Equipment	359.96
Total HIGHTS FARM EQUIPMENT			359.96
<b>JCP&amp;L</b>			
8/13/2013	2013-03-081	7600-00 · Utilities	738.53
Total JCP&L			738.53
<b>JOSEPH D YOUSOUF, ESQUIRE</b>			
8/13/2013	2013-03-082	6400-01 · Legal Fees	6,430.00
Total JOSEPH D YOUSOUF, ESQUIRE			6,430.00
<b>JOSEPH HOWARD</b>			
8/13/2013	2013-03-083	6100-01 · Commissioners Pay	520.00
Total JOSEPH HOWARD			520.00
<b>NANCY LINKE</b>			
8/13/2013	2013-03-084	6100-01 · Commissioners Pay	943.00
Total NANCY LINKE			943.00

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

Date	Num	Account	Open Balance
<b>NETLINK WEB SERVICES, LLC</b>			
8/13/2013	2013-03-085	6500-01 · Office Supplies	199.00
Total NETLINK WEB SERVICES, LLC			199.00
<b>NEW JERSEY FIRE EQUIPMENT CO.</b>			
8/13/2013	2013-01-031	7140-01 · Fire Equipment	1,697.00
Total NEW JERSEY FIRE EQUIPMENT CO.			1,697.00
<b>NJ-AMERICAN WATER COMP.</b>			
8/13/2013	2013-03-086	7200-00 · Hydrant Rental Dom Water	23.35
Total NJ-AMERICAN WATER COMP.			23.35
<b>PATRICK CONNELLY</b>			
8/13/2013	2013-03-087	6100-01 · Commissioners Pay	520.00
Total PATRICK CONNELLY			520.00
<b>PSE&amp;G</b>			
8/13/2013	2013-03-088	7600-00 · Utilities	98.81
Total PSE&G			98.81
<b>RELIABLE FIRE PROTECTION</b>			
8/13/2013	2013-02-019	7730-00 · Bldg Maintenance	150.00
Total RELIABLE FIRE PROTECTION			150.00
<b>TEAM LIFE, INC.</b>			
8/13/2013	2013-01-023	7140-01 · Fire Equipment	3,882.00
8/13/2013	2013-01-043	7140-01 · Fire Equipment	69.00
Total TEAM LIFE, INC.			3,951.00
<b>TOTAL</b>			<b>22,069.87</b>

**BANK RECONCILIATION**

NAME OF CLIENT: JAMESBURG BOARD OF FIRE COMMISSIONERS

MONTH OF: July-13

NAME OF BANK: PNC Bank

PREPARED BY: DF

ACCOUNT #: 80-2874-0082

BALANCE FORWARD:	30-Jun-13	\$19,996.12	BAL. PER BANK STATEMENT	\$35,981.00
			AS OF:	31-Jul-13
ADD DEBITS:			ADD DEPOSITS IN TRANSIT:	
Online Banking Transfer on 7/19/13	\$9,672.45			
TOTAL DEBITS:	\$9,672.45			
	TOTAL	\$29,668.57		
LESS CREDITS:			TOTAL IN TRANSIT:	\$0.00
VOUCHER LIST - 7/31	\$10,137.57			
				\$35,981.00
ACCOUNT ANALYSIS	\$0.00		LESS CHECKS OUTSTANDING:	
			TOTAL:	\$16,450.00
TOTAL CREDITS:	\$10,137.57			
ENDING BANK BALANCE-Per General Ledger:		\$19,531.00	BANK BALANCE-Per Reconciliation:	\$19,531.00

\$0.00

NUMBER	AMOUNT	PAYEE NAME	DATE	P/O #
6976	16,250.00	Jamesburg Vol Fire (cleared 8/12/13)	6/20/13	
6989	200.00	Deborah Fitzgerald	7/18/13	
*				
TOTAL	\$ 16,450.00			

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

08/13/13

Date	Num	Name	Memo	Amount
<b>1104-00 - Cash in Checking-PNC</b>				
7/18/2013	6984	ACCESS HEALTH SYSTEMS	INV 7/1/13 A/C# JAMESBURGH	(270.00)
7/18/2013	6985	AIR & GAS TECHNOLOGIES, INC.	INV# 123091 6/25/13	(956.95)
7/18/2013	6986	AT&T	LOCAL & LONG DISTANCE 6/24/13	(238.01)
7/18/2013	6987	BOROUGH OF JAMESBURG SEWER UTILITY	1ST & 2ND QTR 2013 USER CHARGE	(473.50)
7/18/2013	6988	COMMUNITY SAFETY CONSULTANTS	INV# 8447 6/26/13	(104.00)
7/18/2013	6989	DEBORAH A. FITZGERALD	INV# 2013006 6/30/13	(200.00)
7/18/2013	6990	DEER PARK DIRECT	INV# 13F7801965661 7/3/13	(4.93)
7/18/2013	6991	EMERGENCY EQUIPMENT SALES, LLC		(2,282.44)
7/18/2013	6992	NETLINK WEB SERVICES, LLC	INV# NWS1377 7/1/13	(199.00)
7/18/2013	6993	NEW JERSEY PRESS MEDIA	INV# 0026494985 6/3/13	(240.92)
7/18/2013	6994	NJ-AMERICAN WATER COMP.	A/C# 18-0769723-8 7/1/13	(4,578.00)
7/18/2013	6995	PSE&G	GAS 6/25/13	(120.82)
7/18/2013	6996	RELIABLE FIRE PROTECTION	INV# 330946 5/29/13 & #331162 6/10/13	(489.00)
Total 1104-00 - Cash in Checking-PNC				(10,137.57)
<b>TOTAL</b>				<b>(10,137.57)</b>

Jamesburg Board of Fire Commissioners

**Outstanding Checks**

June through July 2013

08/13/13

Type	Date	Num	Name	Account	Paid Amount
Bill Pmt -Check	6/20/2013	6976	JAMESBURG VOL FIRE DE...	1104-00 · Cash in Checking-PNC	
Bill	6/18/2013	2013-02-012		7750-00 · Fire Comp. Contract	-16,250.00
TOTAL					-16,250.00
Bill Pmt -Check	7/18/2013	6989	DEBORAH A. FITZGERALD	1104-00 · Cash in Checking-PNC	
Bill	7/17/2013	2013-03-070		6400-02 · Accounting/Auditing Fees	-200.00
TOTAL					-200.00