

BOARD OF FIRE COMMISSIONERS
Maurice River Township #1
 Package Index
 Meeting Date -May 21, 2018

Next Meeting Date - July 30, 2018
No meeting of BOFC in June and August

Cheryl Ward will attend in the months of February, March, May, October, November, December.

CONTENT OF FINANCIAL PACKAGE

<u>Pages</u>	<u>Description</u>	<u>Comments/Action</u>
1	Content of Financial Package	
2 to 11	Financial Reports	Review reports, approve and sign checks. Please sign vouchers.

Actions needed:

2017 Audit - please review and sign the audit resolution, group affidavit and corrective action plan (in triplicate)
 Audit is clean. No findings.

Commissioners Term:

Matt - Feb 2016 - Feb 2019
 Walter - Feb 2016 - Feb 2019
 Joe - Feb 2017- Feb 2020
 Wayne - Feb 2017- Feb 2020
 Jerry - Feb 2018 - Feb 2021

Bonds Payments are due - 2018:

April - USDA - \$12,854
 Sept - Truck - \$68,641
 Oct - USDA - \$12,854

**BOARD OF FIRE COMMISSIONERS
MAURICE RIVER TOWNSHIP FIRE DISTRICT #1**

Checks Submitted for Approval

Meeting Date - May 21, 2018

<u>Check #</u>	<u>Amount</u>	<u>Payee</u>	<u>Purpose</u>
1545***			
1636**		Joe, what is this amount? For Grant Writing	Admin - Professional Fees
1672	\$ 210.47	Atlantic City Electric	O&M - Utilities
1673	\$ 9.96	Comcast	O&M - Utilities
auto 6/1	\$ 85.89	Comcast	O&M - Utilities
1674	\$ 7,240.00	Nightlinger, Colavita & Volpa	Admin - Professional Fees
1675	\$ 142.74	South Jersey Gas Co	O&M - Utilities
1676	\$ 239.35	Verizon 856-785-0464	O&M - Utilities
1677	\$ 84.17	Verizon 856-785-2266	O&M - Utilities

**Given to Joe at prior meeting for Grant Writing.

***Given to Jerry Corson at February 2017 meeting.

Encumbrances:

<u>Vendor Name:</u>	<u>Item Description:</u>	<u>Amount Due:</u>
Cheryl Ward CPA PC	Professional Services - Jan	\$ 330.00
Cheryl Ward CPA PC	Professional Services -Feb	\$ 330.00
Cheryl Ward CPA PC	Professional Services -Mar	\$ 330.00
Cheryl Ward CPA PC	Professional Services -Apr	\$ 330.00
Cheryl Ward CPA PC	Professional Services -May	\$ 330.00
		\$ 1,650.00

Maurice River Township, Fire District #1
Balance Sheet
 As of May 21, 2018

	May 21, 18
ASSETS	
Current Assets	
Checking/Savings	
CD - 1st Bank of Sea Isle	20,615.82
Checking, 1st Bank of Sea Isle	36,480.77
Total Checking/Savings	57,096.59
Total Current Assets	57,096.59
Fixed Assets	
Building Improvements (Net)	765,396.07
Vehicles & Equipment (Net)	679,277.43
Total Fixed Assets	1,444,673.50
TOTAL ASSETS	1,501,770.09
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
Accrued Interest on LT Debt	4,247.48
Bond & Loan Debt due w/in 1 Yr	62,177.14
Encumbrance Payable	1,650.00
Total Other Current Liabilities	68,074.62
Total Current Liabilities	68,074.62
Long Term Liabilities	
Due to TD Equipment Finance Inc	556,274.00
Due to USDA	426,219.00
Total Long Term Liabilities	982,493.00
Total Liabilities	1,050,567.62
Equity	
Invested In Capital Assets, net	464,564.48
Retained Earnings	-11,858.05
Unrestricted	
Undesignated	42,777.27
Total Unrestricted	42,777.27
Net Income	-44,281.23
Total Equity	451,202.47
TOTAL LIABILITIES & EQUITY	1,501,770.09

BOARD OF FIRE COMMISSIONERS
MAURICE RIVER TOWNSHIP FIRE DISTRICT #1
Bank Reconciliation - 1st Bank of Sea Isle City
May 21, 2018

Balance per Bank @ 4/30/2018 \$ 50,397.47

Add: Deposits in Transit:

Less: Outstanding Checks:

1662	\$	362.72	
1663	\$	9.96	
debit 5/1	\$	85.89	comcast
1664	\$	490.20	
1665	\$	95.00	
1666	\$	850.00	
1667	\$	2,898.00	
1668	\$	362.52	
1669	\$	350.00	
1670	\$	315.00	
1671	\$	84.83	
1672	\$	210.47	
1673	\$	9.96	
debit 6/1	\$	85.89	comcast
1674	\$	7,240.00	
1675	\$	142.74	
1676	\$	239.35	
1677	\$	84.17	

\$ 13,916.70

Adjusted Bank Balance & Book Balance:

\$ 36,480.77

ok



4301 Landis Ave.
 Sea Isle City, NJ 08243
 (609) 263-4102

>02263 8687365 001 092047 10Z
 BOARD OF FIRE COMMISSIONERS
 MAURICE RIVER TWP FIRE DISTRICT #1
 PO BOX 1193
 MARMORA NJ 08223-0855

SUMMARY OF YOUR ACTIVITY
 ACTIVITY THROUGH **APR 30 18**
 STATEMENT NUMBER 2552003028
 BEGINNING BALANCE 64497.72
 DEPOSIT AMOUNT + .00
 WITHDRAWAL AMOUNT - 14100.25
 SERVICE CHARGE - .00
 ENDING BALANCE = 50397.47 ✓

DEBITS 5

TAXEXMT/NONPROF	2552003028	WITHDRAWALS	DEPOSITS	BALANCE SUMMARY
ACTIVITY BEGINNING	MAR 31 18			\$ 64497.72
APR 02 CHECK NUMBER	1650	311.89		\$ 64185.83
APR 02 CHECK NUMBER	1655	225.00		\$ 63960.83
APR 03 CHECK NUMBER	1651	9.97		\$ 63950.86
APR 03 CHECK NUMBER	1656	224.50		\$ 63726.36
APR 04 COMCAST CABLE 180403 PPD		85.89		\$ 63640.47
APR 23 CHECK NUMBER	1661	389.00		\$ 63251.47
APR 25 USDA RD DCFO PAYMENT 180424 CCD 0000		12854.00		\$ 50397.47

CHECKS PAID ON YOUR ACCOUNT

CHECK	DATE	AMOUNT	CHECK	DATE	AMOUNT	CHECK	DATE	AMOUNT
1650	04/02	311.89	1655	04/02	225.00	1661	04/23	389.00
1651	04/03	9.97	1656	04/03	224.50			
**			**					

** = Gap in Sequence



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FIRE COMMISSIONERS DISTRICT NO. 1
MAURICE RIVER TOWNSHIP
P.O. BOX 50, MAIN STREET
LEESBURG, NJ 08527

1ST BANK OF SEA HALE CITY
4301 Landa Ave.
Sea Hale City, NJ 08243
60-7142212

3/26/2018 1650

PAY TO THE ORDER OF Atlantic City Electric \$ 311.89

Three Hundred Eleven and 89/100 DOLLARS

Atlantic City Electric
PO Box 13618
Philadelphia, PA 19101

MEMO: 6500 2423 287

001650 42312712420 2 55 2003028*

#1650

\$311.89

FIRE COMMISSIONERS DISTRICT NO. 1
MAURICE RIVER TOWNSHIP
P.O. BOX 50, MAIN STREET
LEESBURG, NJ 08527

1ST BANK OF SEA HALE CITY
4301 Landa Ave.
Sea Hale City, NJ 08243
60-7142212

3/26/2018 1651

PAY TO THE ORDER OF Council \$ 9.97

Nine and 97/100 DOLLARS

Council - 870 Video Ad
PO Box 3001
Southeaston, PA 19386-3001

MEMO: 81005065004800134-4318

001651 42312712420 2 55 2003028*

#1651

\$9.97

FIRE COMMISSIONERS DISTRICT NO. 1
MAURICE RIVER TOWNSHIP
P.O. BOX 50, MAIN STREET
LEESBURG, NJ 08527

1ST BANK OF SEA HALE CITY
4301 Landa Ave.
Sea Hale City, NJ 08243
60-7142212

3/26/2018 1655

PAY TO THE ORDER OF Richard M Blazow Esq \$ 225.00

Two Hundred Twenty-Five and 00/100 DOLLARS

Richard M Blazow Esq
516 Pedders Lane
Jones River, NJ 08066

MEMO: (65)

001655 42312712420 2 55 2003028*

#1655

\$225.00

FIRE COMMISSIONERS DISTRICT NO. 1
MAURICE RIVER TOWNSHIP
P.O. BOX 50, MAIN STREET
LEESBURG, NJ 08527

1ST BANK OF SEA HALE CITY
4301 Landa Ave.
Sea Hale City, NJ 08243
60-7142212

3/26/2018 1656

PAY TO THE ORDER OF South Jersey Gas Co \$ 224.50

Two Hundred Twenty-Four and 50/100 DOLLARS

South Jersey Gas Co
PO Box 8551
Baltimore, NJ 08059-8551

MEMO: 746833000

001656 42312712420 2 55 2003028*

#1656

\$224.50

FIRE COMMISSIONERS DISTRICT NO. 1
MAURICE RIVER TOWNSHIP
P.O. BOX 50, MAIN STREET
LEESBURG, NJ 08527

1ST BANK OF SEA HALE CITY
4301 Landa Ave.
Sea Hale City, NJ 08243
60-7142212

3/26/2018 1661

PAY TO THE ORDER OF Beatty & Son Heating & Cooling Inc \$ 389.00

Three Hundred Eighty-Nine and 00/100 DOLLARS

Beatty & Son Heating & Cooling Inc
138 Blenheim Dr
Mantle, NJ 08532

MEMO: RM

001661 42312712420 2 55 2003028*

#1661

\$389.00



BOARD OF FIRE COMMISSIONERS
MAURICE RIVER TOWNSHIP FIRE DISTRICT #1

CERTIFICATES OF DEPOSIT

<u>Name of Bank & Account #</u>	<u>Term & Rate</u>	<u>Face Value</u>	<u>Issue/ Reissue Date</u>	<u>Maturity Date</u>
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Reserve for Future Capital Funds:

1 st Bank of Sea Isle #2402025000	6 months .46%	\$20,500.00	1/24/18	7/25/18
		115.82	Accrued Interest	
		\$20,615.82		

Total CD includes:
 \$ 9,000 2015 Budget
 \$11,500 2016 Budget
 Zero – 2017 Budget
 Zero – 2018 Budget

Regular Funds:

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05/18/18

Cash Basis

Maurice River Township, Fire District #1

Profit & Loss

January 1 through May 21, 2018

	<u>Jan 1 - May 21, 18</u>
Ordinary Income/Expense	
Income	
Interest/Dividend Income	47.23
Total Income	47.23
Expense	
Administrative	
Advertising	25.30
Election	557.05
Professional Services	10,192.35
Total Administrative	10,774.70
Debt Service	
Bond Payment	5,308.96
Interest	7,545.04
Total Debt Service	12,854.00
Operating & Maintenance	
Equipment	1,382.20
Repairs & Maintenance	11,253.68
Training	3,125.00
Utilities including Telephone	4,938.88
Total Operating & Maintenance	20,699.76
Total Expense	44,328.46
Net Ordinary Income	-44,281.23
Net Income	-44,281.23

Maurice River Township, Fire District #1
Profit & Loss Budget vs. Actual
 January through December 2018

	Jan - Dec 18	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
Income from Taxation	0.00	174,334.00	-174,334.00	0.0%
Interest/Dividend Income	47.23	40.00	7.23	118.1%
Supplemental Fire Services Prog	0.00	575.00	-575.00	0.0%
Total Income	47.23	174,949.00	-174,901.77	0.0%
Expense				
Administrative				
Advertising	25.30	150.00	-124.70	16.9%
Election	557.05	550.00	7.05	101.3%
Professional Services	12,502.35	16,500.00	-3,997.65	75.8%
Total Administrative	13,084.70	17,200.00	-4,115.30	76.1%
Capital Appropriations				
Air Packs	0.00	22,000.00	-22,000.00	0.0%
Total Capital Appropriations	0.00	22,000.00	-22,000.00	0.0%
Debt Service				
Bond Payment	5,308.96	67,579.00	-62,270.04	7.9%
Interest	7,545.04	26,770.00	-19,224.96	28.2%
Total Debt Service	12,854.00	94,349.00	-81,495.00	13.6%
Operating & Maintenance				
Equipment	1,382.20	12,950.00	-11,567.80	10.7%
Repairs & Maintenance	11,253.68	14,950.00	-3,696.32	75.3%
Training	3,125.00	3,500.00	-375.00	89.3%
Utilities including Telephone	4,938.88	10,000.00	-5,061.12	49.4%
Total Operating & Maintenance	20,699.76	41,400.00	-20,700.24	50.0%
Total Expense	46,638.46	174,949.00	-128,310.54	26.7%
Net Ordinary Income	-46,591.23	0.00	-46,591.23	100.0%
Net Income	-46,591.23	0.00	-46,591.23	100.0%

This report includes full year Professional Services for Cheryl Ward CPA PC which have been input into QB as an encumbrance payable.

Maurice River Township, Fire District #1
Transaction Detail by Account
May 1 - 21, 2018

Type	Date	Num	Name	Memo	Debit	Credit	Balance
Checking, 1st Bank of Sea Isle							
Bill Pmt -Check	05/21/2018	1672	Atlantic City Electric	5500 2423 287		210.47	-210.47
Bill Pmt -Check	05/21/2018	1673	Comcast - SPC Vid...	8499050630024830; 5/4-6/3/18		9.96	-220.43
Bill Pmt -Check	05/21/2018	1674	Nightlinger, Colavt...			7,240.00	-7,460.43
Bill Pmt -Check	05/21/2018	1675	South Jersey Gas Co	7460630000		142.74	-7,603.17
Bill Pmt -Check	05/21/2018	1676	Verizon 856 785-04...	856 785-0464 815 61Y		239.35	-7,842.52
Bill Pmt -Check	05/21/2018	1677	Verizon 856 785-22...	856 785-2266 455 71Y		84.17	-7,926.69
Check	05/21/2018	auto 6/2	Comcast Cable	auto pay -5/14-6/13/18		85.89	-8,012.58
Total Checking, 1st Bank of Sea Isle					0.00	8,012.58	-8,012.58
Accounts Payable							
Bill Pmt -Check	05/21/2018	1672	Atlantic City Electric	5500 2423 287	210.47		210.47
Bill Pmt -Check	05/21/2018	1672	Atlantic City Electric	5500 2423 287		210.47	0.00
Bill Pmt -Check	05/21/2018	1673	Comcast - SPC Vid...	8499050630024830; 5/4-6/3/18		9.96	-9.96
Bill Pmt -Check	05/21/2018	1673	Comcast - SPC Vid...	8499050630024830; 5/4-6/3/18	9.96		0.00
Bill Pmt -Check	05/21/2018	1674	Nightlinger, Colavt...			7,240.00	-7,240.00
Bill Pmt -Check	05/21/2018	1674	Nightlinger, Colavt...		7,240.00		0.00
Bill Pmt -Check	05/21/2018	1675	South Jersey Gas Co	7460630000		142.74	-142.74
Bill Pmt -Check	05/21/2018	1675	South Jersey Gas Co	7460630000	142.74		0.00
Bill Pmt -Check	05/21/2018	1676	Verizon 856 785-04...	856 785-0464 815 61Y	239.35		239.35
Bill Pmt -Check	05/21/2018	1676	Verizon 856 785-04...	856 785-0464 815 61Y		239.35	0.00
Bill Pmt -Check	05/21/2018	1677	Verizon 856 785-22...	856 785-2266 455 71Y	84.17		-84.17
Bill Pmt -Check	05/21/2018	1677	Verizon 856 785-22...	856 785-2266 455 71Y		84.17	0.00
Total Accounts Payable					7,926.69	7,926.69	0.00
Encumbrance Payable							
General Journal	05/21/2018	18-may	Cheryl Ward, CPA,...	May 2018 services - due 6/25/18		330.00	-330.00
Total Encumbrance Payable					0.00	330.00	-330.00
Administrative							
Professional Services							
General Journal	05/21/2018	19-apr	Cheryl Ward, CPA,...	Dec 2017 services - due 12/31/17	330.00		330.00
Bill	05/21/2018		Nightlinger, Colavt...	Assistance with LFB Application	1,500.00		1,830.00
Bill	05/21/2018		Nightlinger, Colavt...	Preparation of 12/31/17 Audt, F/S, 2018 Budget ...	5,740.00		7,570.00
Total Professional Services					7,570.00	0.00	7,570.00
Total Administrative					7,570.00	0.00	7,570.00

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05/18/18

Cash Basis

Maurice River Township, Fire District #1
Transaction Detail by Account
 May 1 - 21, 2018

Type	Date	Num	Name	Memo	Debit	Credit	Balance
Operating & Maintenance							
Utilities including Telephone							
Bill	05/21/2018		Verizon 856 785-22...	856 785-2266 455 71Y	84.17		84.17
Bill	05/21/2018		Verizon 856 785-04...	856 785-0464 815 61Y - new service	239.35		323.52
Bill	05/21/2018		Atlantic City Electric	55002423287, Utilities, 4/12-5/9/18	210.47		533.99
Bill	05/21/2018		South Jersey Gas Co	7460630000; 4/12-5/9/18	142.74		676.73
Bill	05/21/2018		Comcast - SPC Vid...	8499050630024830; 5/4-6/3/18	9.96		686.69
Check	05/21/2018	auto 612	Comcast Cable	auto pay -5/14-6/13/18	85.89		772.58
Total Utilities including Telephone					772.58	0.00	772.58
Total Operating & Maintenance					772.58	0.00	772.58
TOTAL					16,269.27	16,269.27	0.00