Buena Vista Township

P.O. Box 605
890 Harding Highway
Buena, NJ 08310

Telephone: (856) 697-2100
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Mayor
Chuck Chiarello

Administrator/CMFO
Kenia Nunez-Acuna

Township Clerk
Lisa A. Tilton

Township Committee
John Armato
Teresa Kelly
Steve Martinelli
John Williams

TO: Buena Vista Township Committee
From: Kenia Nunez-Acuna, Administrator/CFO
Date: February 8, 2016
RE: Certification of Funds – Bill List and Payroll

Attached is the Bill List representing payment obligations available for review and payment approval at the Township Committee Meeting on February 8, 2016.
I hereby certify as to the Availability of Funds for payment of these voucher obligations recorded on the Bill List dated February 8, 2016, for the attached trust account bill lists and manual checks that have been disbursed. Such certification includes year-to-date appropriation encumbrances as have been presented to me for recording.

BILL LIST	$	30,642.95
BILL LIST ESCROW	$	0.00
BILL LIST FIRE DISTRICT TAX PAYMENT	$	0.00
BILL LIST SCHOOL BOARD TAX	$	0.00
BILL LIST COUNTY TAX PAYMENT	$	0.00
SUBTOTAL BILL LIST ITEMS		30,642.95
MANUAL BILL LIST	$	100.00
Voided Checks	$	0.00
NJ State Health Benefits 1/28/16	$	33,166.00
Debt Service Payment P&I 1/4/16	$	25,075.00
PAYROLL 02/03/2016	$	67,189.20
	$	
TOTAL TOWNSHIP EXPENSES.....	$	156,168.15

Kenia Nunez-Acuna

Date: February 8, 2016

Range of Checking Accts: CURRENT to CURRENT Range of Check Ids: 29818 to 29818
Report Type: All Checks Report Format: Detail Check Type: Computer: Y Manual: Y Dir Deposit: Y

Check # / PO #	Check Date / Item	Vendor / Description	Amount Paid	Charge Account	Account Type	Reconciled/Void Ref Num / Contract	Ref Seq	Acct
29818	02/04/16	R0098 RC Enterprises						410
16-00104	1	Car Wash Tokens to Wash Large	100.00	6-01-26-315-200 VEHICLE MAINTENANCE	Budget		1	1

Report Totals

	Paid	Void	Amount Paid	Amount Void
Checks:	1	0	100.00	0.00
Direct Deposit:	0	0	0.00	0.00
Total:	1	0	100.00	0.00

Totals by Year-Fund Fund Description	Fund	Budget Total	Revenue Total	G/L Total	Total
	6-01	100.00	0.00	0.00	100.00
Total Of All Funds:		100.00	0.00	0.00	100.00

P.O. Type: All
Range: First to Last
Format: Detail without Line Item Notes
Include Non-Budgeted: Y
First Enc Date Range: First to 12/31/16

Open: N Paid: N Void: N
Rcvd: Y Held: N Aprv: N
Bid: Y State: Y Other: Y Exempt: Y

Vendor # Name / PO # PO Date Description / Item Description	Amount	Contract PO Type / Charge Account	Acct Type Description	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice	1099 Excl
A0023 ATLANTIC CO LEAGUE OF MUN.									
16-00129 02/04/16 2015 Membership									
1 2015 Membership	650.00	6-01-20-130-200	B FINANCIAL ADMINISTRATION OTHER	R	02/04/16	02/04/16			N
Vendor Total:	650.00								
A0178 Atlantic County Court Admin.									
16-00120 02/02/16 2016 Membership Dues									
1 2016 Membership Dues	25.00	6-01-43-490-211	B COURT - MEMBERSHIPS	R	02/02/16	02/02/16			N
Vendor Total:	25.00								
B0044 BERCO FLEET SERVICE INC.									
15-01294 11/13/15 Repair to Flat Bed Trailer									
1 Repair to Flat Bed Trailer	1,018.59	5-01-26-315-200	B VEHICLE MAINTENANCE	R	11/13/15	02/03/16		61527	N
Vendor Total:	1,018.59								
B0061 VERIZON									
16-00131 02/04/16 Monthly Phone Service									
1 Monthly Phone Service	71.74	6-01-31-440-200	B TELEPHONE	R	02/04/16	02/04/16			N
2 Monthly Phone Service - Court	187.49	6-01-31-440-200	B TELEPHONE	R	02/04/16	02/04/16			N
	259.23								
Vendor Total:	259.23								
C0101 COMCAST CABLE									
B6-00013 02/04/16 Internet Services- Town Hall		B							
2 Internet Services- Town Hall	119.45	6-01-26-310-200	B BUILDINGS & GROUNDS OTHER	R	02/04/16	02/04/16			N
Vendor Total:	119.45								

Vendor # Name / PO # PO Date Description / Item Description	Amount	Contract PO Type / Charge Account	Acct Type Description	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice	1099 Excl
C0189 CAPRIONI PORTABLE TOILETS, INC									
15-01293 11/13/15 Portable Toilet for Leaf									
1 Portable Toilet for Leaf	105.00	5-01-26-290-200	B ROAD REPAIR & MAINT OTHER	R	11/13/15	02/04/16		64738	N
Vendor Total:	105.00								
C0203 Comcast Cable									
B6-00014 02/04/16 Internet Services- PW Facility		B							
2 Internet Services- PW Facility	153.04	6-01-26-310-200	B BUILDINGS & GROUNDS OTHER	R	02/04/16	02/04/16			N
Vendor Total:	153.04								
F0002 FORD, SCOTT, ET ALS									
B6-00016 02/04/16 Auditing Services 2016		B							
2 Auditing Services & Budget	5,500.00	6-01-20-135-200	B AUDIT SERVICES	R	02/04/16	02/04/16		18286	N
Vendor Total:	5,500.00								
H0009 HARVEY, GERALDINE									
B6-00002 01/20/16 2016 Court Reporting		B							
3 2016 Court Reporting- 1/27/16	100.00	6-01-43-490-216	B COURT - MISCELLANEOUS	R	01/20/16	02/04/16		1/27/16	N
Vendor Total:	100.00								
J0016 JAMES, MARICLARE									
B6-00012 02/04/16 2016 Park Closings/Openings		B							
2 January Park Closings/Openings	231.00	6-01-28-375-200	B PARKS & PLAYGROUNDS OTHER	R	02/04/16	02/04/16		JAN2016	N
Vendor Total:	231.00								
J0037 JMH Associates, LLC									
16-00011 01/19/16 Natural Gas Front Heater									
1 Natural Gas Front Heater	1,623.50	6-01-26-310-200	B BUILDINGS & GROUNDS OTHER	R	01/19/16	02/04/16		011416A	N
Vendor Total:	1,623.50								

Vendor # Name / PO # PO Date Description / Item Description	Amount	Contract PO Type / Charge Account	Acct Type Description	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice	1099 Excl
KD001 KD NATIONAL FORCE SECURITY &									
16-00137 02/04/16 January Security Services									
1 January Security Services	385.00	6-01-20-100-200	B ADMINISTRATION OTHER	R	02/04/16	02/04/16		JAN 2016	N
2 January Security Services	1,120.00	6-01-43-490-216	B COURT - MISCELLANEOUS	R	02/04/16	02/04/16		JAN 2016	N
	1,505.00								
Vendor Total:	1,505.00								
M0022 MGL PRINTING SOLUTIONS									
16-00008 01/19/16 200 Certificate of Sale									
1 200 Certificate of Sale	63.00	6-01-20-145-200	B COLLECTION OF TAXES OTHER	R	01/19/16	02/04/16		134966	N
Vendor Total:	63.00								
M0065 LINE SYSTEMS									
16-00103 02/02/16 Long Distance Carrier									
1 Long Distance Carrier-January	700.49	6-01-31-440-200	B TELEPHONE	R	02/02/16	02/02/16			N
Vendor Total:	700.49								
M0135 MID-ATLANTIC SALT LLC									
15-01383 12/08/15 Road Salt									
1 Road Salt	4,694.33	5-01-26-291-200	B ROAD REPAIR & MAINT SNOW REMOVAL	R	12/08/15	02/02/16			N
2 Road Salt	1,668.32	T-18-18-120-200	B SNOW REMOVAL RESERVE TRUST	R	12/08/15	02/02/16		20354	N
	6,362.65								
Vendor Total:	6,362.65								
M0171 MCAA of NJ									
16-00121 02/02/16 2016 Membership Dues									
1 2016 Membership Dues	45.00	6-01-43-490-211	B COURT - MEMBERSHIPS	R	02/02/16	02/02/16			N
Vendor Total:	45.00								

Vendor # Name / PO # PO Date Description / Item Description	Amount	Contract PO Type / Charge Account	Acct Type Description	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice	1099 Excl
N0087 NJ DEPT OF HEALTH & SR. SRVCS									
16-00133 02/04/16 Dog Licenses for the January									
1 Dog Licenses for the January	193.80	T-04-20-120-200	B ANIMAL TRUST FUND EXPENDITURES	R	02/04/16	02/04/16			N
Vendor Total:	193.80								
O0009 OLD DOMINION BRUSH									
16-00119 02/02/16 Balance for Leaf Vacuum Parts									
1 Balance for Leaf Vacuum Parts	85.00	5-01-26-290-200	B ROAD REPAIR & MAINT OTHER	R	02/02/16	02/02/16		77804-IN	N
Vendor Total:	85.00								
O0025 OFFICE BASICS									
16-00001 01/19/16 Office Supplies for Finance									
1 Office Supplies for Finance	376.19	6-01-20-130-200	B FINANCIAL ADMINISTRATION OTHER	R	01/19/16	02/04/16		I-206723	N
16-00004 01/19/16 Office Supplies for Clerk									
1 Office Supplies for Clerk	203.44	6-01-20-120-200	B MUNICIPAL CLERK OTHER	R	01/19/16	02/04/16		I-206689	N
16-00006 01/19/16 Desk Pad for Public Works									
1 Desk Pad for Public Works	4.58	6-01-26-310-200	B BUILDINGS & GROUNDS OTHER	R	01/19/16	02/04/16		I-206754	N
Vendor Total:	584.21								
R0004 RICHLAND GENERAL STORE									
16-00118 02/02/16 December-Misc. Items									
1 December-Misc. Items	4.30	5-01-26-315-200	B VEHICLE MAINTENANCE	R	02/02/16	02/03/16		48267	N
2 Lights at Train Station	33.96	5-01-26-310-200	B BUILDINGS & GROUNDS OTHER	R	02/02/16	02/03/16		48397	N
3 Lights at Saw Mill Park	65.98	5-01-26-310-200	B BUILDINGS & GROUNDS OTHER	R	02/02/16	02/03/16		48397	N
4 Misc. Supplies	8.48	5-01-26-310-200	B BUILDINGS & GROUNDS OTHER	R	02/02/16	02/03/16		48243	N
5 Misc. Supplies	14.77	5-01-26-310-200	B BUILDINGS & GROUNDS OTHER	R	02/02/16	02/03/16		48265	N
	127.49								
Vendor Total:	127.49								
S0021 SOUTH JERSEY GAS COMPANY									
16-00128 02/04/16 Gas Service									
1 Gas Service	75.25	6-01-31-446-200	B NATURAL GAS/PROPANE	R	02/04/16	02/04/16			N

Vendor # Name / PO # PO Date Description / Item Description	Amount	Contract PO Type / Charge Account	Acct Type Description	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice	1099 Excl
S0021 SOUTH JERSEY GAS COMPANY	Continued								
16-00128 02/04/16 Gas Service		Continued							
2 Gas Service	1,095.87	6-01-31-446-200	B NATURAL GAS/PROPANE	R	02/04/16	02/04/16			N
3 Gas Service	34.85	6-01-31-446-200	B NATURAL GAS/PROPANE	R	02/04/16	02/04/16			N
	1,205.97								
Vendor Total:	1,205.97								
S0098 TREASURER-STATE OF NEW JERSEY									
16-00126 02/04/16 1992 Green Trust-Recreation									
1 1992 Green Trust-Recreation	4,981.71	6-01-45-940-200	B GREEN ACRES LOAN PAYMENT P&I	R	02/04/16	02/04/16		PMT#34	N
Vendor Total:	4,981.71								
S0195 SJ COURT ADMINISTRATOR ASSOC									
16-00122 02/02/16 2016 Membership Dues									
1 2015 Membership Dues	45.00	6-01-43-490-211	B COURT - MEMBERSHIPS	R	02/02/16	02/02/16			N
2 2015 Membership Dues	45.00	6-01-43-490-211	B COURT - MEMBERSHIPS	R	02/02/16	02/02/16			N
	90.00								
Vendor Total:	90.00								
S0223 LORI SINGLEY-EDUCARE									
16-00130 02/04/16 Natural Helper Student									
1 Natural Helper Student	500.00	G-02-10-415-160	B NATURAL HELPERS	R	02/04/16	02/04/16		1/27/16	N
Vendor Total:	500.00								
S0239 SHORE VETERINARIAN ANIMAL, LLC									
B6-00010 01/21/16 Animal Control Services		B							
2 Animal Control Services- Jan	1,700.00	6-01-27-340-200	B ANIMAL CONTROL SERVICES	R	02/04/16	02/04/16		381	N
Vendor Total:	1,700.00								

Vendor # Name / PO # PO Date Description / Item Description	Amount	Contract PO Type / Charge Account	Acct Type Description	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice	1099 Excl
SZ0047 CODE Green									
16-00108 02/02/16 Reimbursement for payment									
1 Reimbursement for payment	289.00	6-01-08-105-000	R FEES AND PERMITS	R	02/02/16	02/02/16			N
Vendor Total:	289.00								
U0022 USPS Vineland Post Office									
16-00132 02/04/16 Standard Mail-Presorted Prices									
1 Standard Mail-Presorted Prices	225.00	6-01-20-100-200	B ADMINISTRATION OTHER	R	02/04/16	02/04/16			N
Vendor Total:	225.00								
V0001 VITAL COMMUNICATIONS, INC									
15-01164 10/07/15 Assessment Notices for 2016									
1 Assessment Notices for 2016	1,075.78	5-01-20-150-200	B ASSESSMENT OF TAXES OTHER	R	10/07/15	02/04/16		63968	N
B6-00007 01/20/16 MOD IV On-Line Service		B							
3 MOD IV On-Line Service- Feb.	255.00	6-01-20-150-200	B ASSESSMENT OF TAXES OTHER	R	01/20/16	02/04/16		64003	N
Vendor Total:	1,330.78								
V0076 VERIZON WIRELESS SERVICES, LLC									
B6-00015 02/04/16 2016 Wireless Service		B							
2 Wireless Service- January	359.04	6-01-31-440-200	B TELEPHONE	R	02/04/16	02/04/16		9759444024	N
Vendor Total:	359.04								
W0046 WHEAT ROAD COLD CUTS									
15-01382 12/07/15 Natural Helpers Trainings									
1 Natural Helpers Trainings	385.00	G-02-10-415-160	B NATURAL HELPERS	R	12/07/15	02/03/16			N
2 Natural Helpers Trainings	125.00	G-02-10-415-160	B NATURAL HELPERS	R	12/07/15	02/03/16			N
	510.00								
Vendor Total:	510.00								

Total Purchase Orders: 33 Total P.O. Line Items: 44 Total List Amount: 30,642.95 Total Void Amount: 0.00

Vendor # Name PO # PO Date Description Item Description	Amount	Contract Charge Account	PO Type Acct Type Description	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice	1099 Excl

Totals by Year-Fund Fund Description	Fund	Budget Total	Revenue Total	G/L Total	Total
	5-01	7,106.19	0.00	0.00	7,106.19
	6-01	20,375.64	289.00	0.00	20,664.64
GRANTS - FEDERAL/STATE/OTHER	G-02	1,010.00	0.00	0.00	1,010.00
	T-04	193.80	0.00	0.00	193.80
	T-18	1,668.32	0.00	0.00	1,668.32
Year Total:		1,862.12	0.00	0.00	1,862.12
Total Of All Funds:		30,353.95	289.00	0.00	30,642.95

DETAIL		SUMMARY	
Federal Income Tax Withheld	6,488.03		
Employee FICA Withheld	3,734.83		
Employer FICA Tax	3,734.80		
Employee Medicare Withheld	873.45		
Employer Medicare Tax	873.48	Federal 941 Tax Liability:	15,704.59
NJ State Income Tax Withheld	1,563.53	NJ State Income Tax Liability:	1,563.53
Employee SDI Tax	114.87		
Employer SDI Tax	430.65		
Employee SUI Tax	219.69		
Employer SUI Tax	401.91		
Employee WFD Tax	24.42		
Employee FLI Tax	45.93	NJ SUI/SDI Liability:	1,237.47
Garnishment	280.80		
PERS Pension	2,693.56		
PERS Cont-Ins	169.72		
PERS Loan	1,270.94		
Aflac 125	28.20		
Union Dues	162.00		
Credit Union	50.00		
Assurant Dental	19.51		
SecurLifeDental	158.02		
Health125	1,657.93		
Nationwide457	35.00		
Miscellaneous	190.00	Total Employee Deductions	6,715.68
Net Payroll Checks/Direct Deposits	41,967.93	Net Payroll Checks/Direct Deposits	41,967.93
Total Expense For Current Payroll	67,189.20	Total Expense For Current Payroll	67,189.20