

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

Prepared By: S. Rampacek

Treasurer Report:

Date: 12/16/2021

Reconciled balance brought forward in 1st Constitution Checking Acct from last meeting:	\$ 19,993.11
Deposits/Voided Checks since the last meeting (see Note 1):	\$42,345.37
Vouchers/Fees paid/Transfers since last meeting:	\$ (42,326.87)
Current Reconciled Balance Remaining in 1st Constitution Checking Account (Note 1):	\$ 20,011.61
Reconciled 1st Constitution Savings Balance brought forward from last meeting:	\$ 531,023.78
Withdrawals/Transfers to Checking:	\$ (42,333.76)
Deposits/Interest to Savings Account (see Note 4 & 5):	\$ 124,073.24
Current Reconciled Balance Remaining in 1st Constitution Savings Account: **MATCHES BALANCE IN BANK ONLINE**	\$ 612,763.26
GRAND TOTAL CASH ON HAND:	\$ 632,774.87
Total Dollar Amount of Current Month Voucher List to be Paid:	\$ 30,258.45

Notes - 12/16/2021 Report:

- 1) Payment of the current month's voucher list would result in a 1st Constitution Checking balance of: \$ (10,246.84) therefore a transfer FROM 1st Constitution Sav of \$ 30,246.84 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 ensure they will be paid that month.
- 4) Reflects interest earned in account ending in 0797 in the amount of \$11.61 on 11/30/2021. Also Reflects interest earned in account ending in 0827 in the amount of \$120.51 on 11/30/2021.
- 5) Fire Tax Checks are due from the Borough within 30 days following the March, May, August, and November commissioner meetings.

Jamesburg Board of Fire Commissioners Budgeted Appropriations vs. Actual

January through December 2021

	Jan - Dec 21	Budget	% of Budget
Ordinary Income/Expense			
Expense			
6100-00 · Salary & Wages			
6100-01 · Commissioners Pay	14,396.00	14,400.00	100.0%
6100-02 · Clerk Pay	0.00	1,500.00	0.0%
Total 6100-00 · Salary & Wages	14,396.00	15,900.00	90.5%
6400-00 · Professional Fees			
6400-01 · Legal Fees	8,811.00	17,000.00	51.8%
6400-02 · Accounting/Auditing Fees	6,600.00	12,000.00	55.0%
6400-04 · Medical Services	175.00	1,000.00	17.5%
Total 6400-00 · Professional Fees	15,586.00	30,000.00	52.0%
6400-05 · Election Expenses	1,027.01	7,500.00	13.7%
6500-00 · Office \Postage Exp			
6500-01 · Office Supplies	3,232.01	5,000.00	64.6%
6500-02 · Misc Supplies(petty cash)	0.00	200.00	0.0%
Total 6500-00 · Office \Postage Exp	3,232.01	5,200.00	62.2%
69800 · Uncategorized Expenses	10,498.74		
Total Expense	44,739.76	58,600.00	76.3%
Net Ordinary Income	(44,739.76)	(58,600.00)	76.3%
Other Income/Expense			
Other Expense			
7100-00 · Reimb for Exp & Losses			
7140-00 · Truck Equipment			
7140-01 · Fire Equipment	11,060.28	17,000.00	65.1%
Total 7140-00 · Truck Equipment	11,060.28	17,000.00	65.1%
7195-00 · Uniform & Equip(Firefighters)	9,607.68	17,000.00	56.5%
Total 7100-00 · Reimb for Exp & Losses	20,667.96	34,000.00	60.8%
7200-00 · Hydrant Rental Dom Water	56,410.00	58,000.00	97.3%
7400-00 · Insurance Premium	49,418.00	51,000.00	96.9%
7500-00 · Professional Services			
7500-01 · Advertising	49.62		
7500-03 · Training & Education	1,935.00	12,000.00	16.1%
Total 7500-00 · Professional Services	1,984.62	12,000.00	16.5%
7600-00 · Utilities	17,801.17	21,000.00	84.8%
7700-00 · Maint/Repairs			
7710-00 · Truck Service			
7710-01 · Radio Serv/Repair	16,046.96	12,000.00	133.7%
7710-02 · Fuel	1,205.77	5,000.00	24.1%
7710-04 · Truck Service	20,407.91	30,000.00	68.0%
7710-05 · Equipment Testing	9,490.64	8,000.00	118.6%
Total 7710-00 · Truck Service	47,151.28	55,000.00	85.7%
7720-00 · Air Pack & Bottle Repair	0.00	2,000.00	0.0%
7730-00 · Bldg Maintenance	38,127.24	55,000.00	69.3%
7740-00 · Bldg Supplies	972.98	2,000.00	48.6%
7750-00 · Fire Comp. Contract	32,500.00	32,500.00	100.0%
Total 7700-00 · Maint/Repairs	118,751.50	146,500.00	81.1%
7800-00 · Contingency	0.00	25,000.00	0.0%
7850-00 · LOSAP Program			
7850-01 · LOSAP Program	17,797.68	19,000.00	93.7%
Total 7850-00 · LOSAP Program	17,797.68	19,000.00	93.7%
8000-00 · Debt Service			
8010-11 · Capital Lease-Oshkosh Princ	28,759.00	28,759.00	100.0%
8020-11 · Capital Lease-Oshkosh Int	4,690.29	4,691.00	100.0%
Total 8000-00 · Debt Service	33,449.29	33,450.00	100.0%
Total Other Expense	316,280.22	399,950.00	79.1%
Net Other Income	(316,280.22)	(399,950.00)	79.1%
Net Income	(361,019.98)	(458,550.00)	78.7%

12/14/21

Jamesburg Board of Fire Commissioners
Accounts Payable Voucher List
 As of December 31, 2021

<u>Date</u>	<u>Num</u>	<u>Account</u>	<u>Open Balance</u>
AIR & GAS TECHNOLOGIES, INC. 12/16/2021	21-08-001	7710-05 · Equipment Testing	1,011.00
Total AIR & GAS TECHNOLOGIES, INC.			1,011.00
AUTO AUTHORITY LLC 12/16/2021	2021-01-035	7710-04 · Truck Service	1,123.03
Total AUTO AUTHORITY LLC			1,123.03
BETTER LIVING DEPT. STORE 12/16/2021	2021-02-044	7730-00 · Bldg Maintenance	23.62
Total BETTER LIVING DEPT. STORE			23.62
BOROUGH OF JAMESBURG 12/16/2021	2021-01-034	7710-02 · Fuel	1,135.77
Total BOROUGH OF JAMESBURG			1,135.77
CAMPBELL SUPPLY CO. INC. 12/16/2021	21-10-001	7710-04 · Truck Service	2,649.90
Total CAMPBELL SUPPLY CO. INC.			2,649.90
Halderman Ford 12/16/2021	2021-01-036	7710-04 · Truck Service	369.90
Total Halderman Ford			369.90
hutchinson Mechanical 12/16/2021	21-11-002	7730-00 · Bldg Maintenance	1,450.00
Total hutchinson Mechanical			1,450.00
MAIN ELECTRIC SUPPLY CO., INC. 12/16/2021	21-10-008-01	7730-00 · Bldg Maintenance	1,167.97
Total MAIN ELECTRIC SUPPLY CO., INC.			1,167.97
MC MASTER-CARR SUPPLY CO. 12/16/2021	2021-02-043	7730-00 · Bldg Maintenance	387.94
Total MC MASTER-CARR SUPPLY CO.			387.94
MICHAEL RAMPACEK 12/16/2021	21-08-002-02	7730-00 · Bldg Maintenance	1,743.51
Total MICHAEL RAMPACEK			1,743.51
NETLINK WEB SERVICES, LLC 12/16/2021	2021-03-116	6500-01 · Office Supplies	199.00
Total NETLINK WEB SERVICES, LLC			199.00
NJ AMERICAN WATER 12/16/2021 12/16/2021	2021-03-110 2021-03-110	7600-00 · Utilities 7200-00 · Hydrant Rental Dom Water	34.41 5,434.80
Total NJ AMERICAN WATER			5,469.21
NORTHEASTERN BUILDING SUPPLY 12/16/2021	21-08-002-001	7730-00 · Bldg Maintenance	3,896.66
Total NORTHEASTERN BUILDING SUPPLY			3,896.66
PSE&G 12/16/2021	2021-03-111	7600-00 · Utilities	306.98
Total PSE&G			306.98

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Jamesburg Board of Fire Commissioners
Accounts Payable Voucher List
As of December 31, 2021

<u>Date</u>	<u>Num</u>	<u>Account</u>	<u>Open Balance</u>
SAMUEL KLEIN & COMPANY 12/16/2021	2021-03-114	6400-02 · Accounting/Auditing Fees	6,600.00
Total SAMUEL KLEIN & COMPANY			6,600.00
STANDARD WASTE SERVICES 12/16/2021	2021-03-115	7730-00 · Bldg Maintenance	139.40
Total STANDARD WASTE SERVICES			139.40
TACTICAL PUBLIC SAFETY, LLC 12/16/2021	21-11-004	7710-01 · Radio Serv/Repair	2,394.00
Total TACTICAL PUBLIC SAFETY, LLC			2,394.00
VIKING TERMITE & PEST CONTROL, INC. 12/16/2021	2021-03-113	7730-00 · Bldg Maintenance	185.58
Total VIKING TERMITE & PEST CONTROL, INC.			185.58
W.B. MASON CO. INC. 12/16/2021	2021-03-112	6500-01 · Office Supplies	4.98
Total W.B. MASON CO. INC.			4.98
TOTAL			30,258.45

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Jamesburg Board of Fire Commissioners
Monthly Check Register
 November 19 through December 31, 2021

<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Amount</u>
1106-00 · 1st Constitution				
11/19/2021	9605	VALIC c/o CHASE BANK OF T...	VOID: 2021 CONTRIBUTIONS - 24 ...	(17,797.68)
12/16/2021	9606	AIR & GAS TECHNOLOGIES, ...	Invoice # 812938	(1,011.00)
12/16/2021	9607	AUTO AUTHORITY LLC		(1,123.03)
12/16/2021	9608	BETTER LIVING DEPT. STORE	Inv # A525441, A525499, A528319	(23.62)
12/16/2021	9609	BOROUGH OF JAMESBURG	ANNUAL FUEL BILL 1/1/21 THRU 1...	(1,135.77)
12/16/2021	9610	CAMPBELL SUPPLY CO. INC.	Invoice #R101012771:01	(2,649.90)
12/16/2021	9611	Halderman Ford	Invoice # 147183	(369.90)
12/16/2021	9612	hutchinson Mechanical	Invoice # 130089686	(1,450.00)
12/16/2021	9613	MAIN ELECTRIC SUPPLY CO...	a/c #332141 Invoice # S11959323...	(1,167.97)
12/16/2021	9614	MC MASTER-CARR SUPPLY ...	INV#68489284,68476244	(387.94)
12/16/2021	9615	MICHAEL RAMPACEK	REIMB for doors	(1,743.51)
12/16/2021	9616	NETLINK WEB SERVICES, LLC	Invoice # NWS2786	(199.00)
12/16/2021	9617	NJ AMERICAN WATER	A/C # 1018-210028471827, 1018-21...	(5,469.21)
12/16/2021	9618	NORTHEASTERN BUILDING ...	invoice #21111-148356,144979,1490...	(3,896.66)
12/16/2021	9619	PSE&G	Invoice #503100095385	(306.98)
12/16/2021	9620	SAMUEL KLEIN & COMPANY		(6,600.00)
12/16/2021	9621	STANDARD WASTE SERVICES	Invoice # 419950	(139.40)
12/16/2021	9622	TACTICAL PUBLIC SAFETY, ...	invoice #21-522	(2,394.00)
12/16/2021	9623	VIKING TERMITE & PEST CO...	INV# 18898909 10/1/2021	(185.58)
12/16/2021	9624	W.B. MASON CO. INC.	Invoice #225323716	(4.98)
Total 1106-00 · 1st Constitution				(48,056.13)
TOTAL				(48,056.13)

BANK RECONCILIATION

NAME OF CLIENT: **JAMESBURG BOARD OF FIRE COMMISSIONERS**

MONTH OF: **November-21**

NAME OF BANK: **1st Constitution Bank**

PREPARED BY: **SR**

ACCOUNT #: **9760200797**

BALANCE FORWARD:	11/01/2021	\$ 19,993.11	BAL. PER BANK STATEMENT	\$ 43,202.88
			AS OF:	30-Nov-21
ADD DEBITS:			ADD DEPOSITS IN TRANSIT:	
Online Banking Transfer	\$ 42,333.76			
Interest 11/30/2021	\$ 11.61			
TOTAL DEBITS:	\$ 42,345.37			
	TOTAL	\$ 62,338.48		
LESS CREDITS:			TOTAL IN TRANSIT:	\$ -
VOUCHER LIST - 11/18/2021	\$ 42,326.87			
TOTAL CREDITS:	\$ 42,326.87		LESS CHECKS OUTSTANDING:	\$ 43,202.88
			TOTAL:	\$ 23,191.27
ENDING BANK BALANCE-Per G/L	30-Oct-21	\$ 20,011.61	BANK BALANCE-Per Reconciliation:	\$ 20,011.61

\$0.00

NUMBER	AMOUNT	PAYEE NAME	DATE	P/O #
9552	2,066.10	Tactical Public Safety	8/19/21	
9580	783.00	Brian Wright	11/18/21	
9584	5,033.00	Fire Flow	11/18/21	x
9585	785.00	Foley	11/18/21	x
9587	8,125.00	Jamesburg Fire dept	11/18/21	
9591	154.99	Michael Rampacek	11/18/21	x
9592	199.00	Netline	11/18/21	x
9594	5,470.18	NJ American Water	11/18/21	x
9595	575.00	Pradeep Mathew	11/18/21	
	\$ 23,191.27			

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Jamesburg Board of Fire Commissioners
Outstanding Checks
 January 1 through December 1, 2021

Type	Date	Num	Name	Account	Paid Amount
Bill Pmt -Check	08/19/2021	9552	TACTICAL PUBLIC SAFETY, L...	1106-00 · 1st Constitution	
Bill	08/19/2021	21-05-006		7710-01 · Radio Serv/Repair	-2,066.10
TOTAL					-2,066.10
Bill Pmt -Check	11/18/2021	9580	BRIAN H. WRIGHT	1106-00 · 1st Constitution	
Bill	11/18/2021	2021-03-101		6100-01 · Commissioners Pay	-783.00
TOTAL					-783.00
Bill Pmt -Check	11/18/2021	9584	Fire Flow	1106-00 · 1st Constitution	
Bill	11/18/2021	21-05-001		7710-05 · Equipment Testing	-5,033.00
TOTAL					-5,033.00
Bill Pmt -Check	11/18/2021	9585	FOLEY, INCORPORATED	1106-00 · 1st Constitution	
Bill	11/18/2021	2021-02-035		7730-00 · Bldg Maintenance	-785.00
TOTAL					-785.00
Bill Pmt -Check	11/18/2021	9587	JAMESBURG VOL FIRE DEPT	1106-00 · 1st Constitution	
Bill	11/18/2021	2021-03-103		7750-00 · Fire Comp. Contract	-8,125.00
TOTAL					-8,125.00
Bill Pmt -Check	11/18/2021	9591	MICHAEL RAMPACEK	1106-00 · 1st Constitution	
Bill	11/18/2021	2021-02-034		7730-00 · Bldg Maintenance	-154.99
TOTAL					-154.99
Bill Pmt -Check	11/18/2021	9592	NETLINK WEB SERVICES, LLC	1106-00 · 1st Constitution	
Bill	11/18/2021	2021-03-095		6500-01 · Office Supplies	-199.00
TOTAL					-199.00
Bill Pmt -Check	11/18/2021	9594	NJ AMERICAN WATER	1106-00 · 1st Constitution	
Bill	11/18/2021	2021-03-099		7600-00 · Utilities	-23.58
				7200-00 · Hydrant Rental Do...	-5,446.60
TOTAL					-5,470.18
Bill Pmt -Check	11/18/2021	9595	Pradeep Mathew	1106-00 · 1st Constitution	
Bill	11/18/2021	2021-03-106		6100-01 · Commissioners Pay	-575.00
TOTAL					-575.00