

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

Prepared By: S. Rampacek

Treasurer Report:

Date: 10/21/2021

Reconciled balance brought forward in 1st Constitution Checking Acct from last meeting:	\$ (27,811.71)
Deposits/Voided Checks since the last meeting (see Note 1):	\$71,079.83
Vouchers/Fees paid/Transfers since last meeting:	\$ (23,262.67)
Current Reconciled Balance Remaining in 1st Constitution Checking Account (Note 1):	\$ 20,005.45
Reconciled 1st Constitution Savings Balance brought forward from last meeting:	\$ 611,916.48
Withdrawals/Transfers to Checking:	\$ (71,074.38)
Deposits/Interest to Savings Account (see Note 4 & 5):	\$ 145.48
Current Reconciled Balance Remaining in 1st Constitution Savings Account: **MATCHES BALANCE IN BANK ONLINE**	\$ 540,987.58
GRAND TOTAL CASH ON HAND:	\$ 560,993.03
 Total Dollar Amount of Current Month Voucher List to be Paid:	 \$ 10,069.70

Notes - 10/21/2021 Report:

1) Payment of the current month's voucher list would result in a 1st Constitution Checking balance of: \$ 9,935.75 therefore a transfer FROM 1st Constitution Sav of \$ 10,064.25 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 \$5.45 on 9/30/2021. Also Reflects interest earned in account ending in 0827 in the amount of \$145.48 on 9/30/2021.

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	10,797.00	14,400.00	75.0%
6100-02 • Clerk Pay	0.00	1,500.00	0.0%
Total 6100-00 • Salary & Wages	10,797.00	15,900.00	67.9%
6400-00 • Professional Fees			
6400-01 • Legal Fees	8,811.00	17,000.00	51.8%
6400-02 • Accounting/Auditing Fees	0.00	12,000.00	0.0%
6400-04 • Medical Services	175.00	1,000.00	17.5%
Total 6400-00 • Professional Fees	8,986.00	30,000.00	30.0%
6400-05 • Election Expenses	1,027.01	7,500.00	13.7%
6500-00 • Office \Postage Exp			
6500-01 • Office Supplies	2,805.92	5,000.00	56.1%
6500-02 • Misc Supplies(petty cash)	0.00	200.00	0.0%
Total 6500-00 • Office \Postage Exp	2,805.92	5,200.00	54.0%
69800 • Uncategorized Expenses	10,498.74		
Total Expense	34,114.67	58,600.00	58.2%
Net Ordinary Income	(34,114.67)	(58,600.00)	58.2%
Other Income/Expense			
Other Expense			
7100-00 • Reimb for Exp & Losses			
7140-00 • Truck Equipment			
7140-01 • Fire Equipment	8,054.73	17,000.00	47.4%
Total 7140-00 • Truck Equipment	8,054.73	17,000.00	47.4%
7195-00 • Uniform & Equip(Firefighters)	9,607.68	17,000.00	56.5%
Total 7100-00 • Reimb for Exp & Losses	17,662.41	34,000.00	51.9%
7200-00 • Hydrant Rental Dom Water	45,528.60	58,000.00	78.5%
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	1,385.00	12,000.00	11.5%
Total 7500-00 • Professional Services	1,434.62	12,000.00	12.0%
7600-00 • Utilities	15,439.75	21,000.00	73.5%
7700-00 • Maint/Repairs			
7710-00 • Truck Service			
7710-01 • Radio Serv/Repair	3,734.10	12,000.00	31.1%
7710-02 • Fuel	70.00	5,000.00	1.4%
7710-04 • Truck Service	13,215.18	30,000.00	44.1%
7710-05 • Equipment Testing	3,278.64	8,000.00	41.0%
Total 7710-00 • Truck Service	20,297.92	55,000.00	36.9%
7720-00 • Air Pack & Bottle Repair	0.00	2,000.00	0.0%
7730-00 • Bldg Maintenance	25,261.08	55,000.00	45.9%
7740-00 • Bldg Supplies	607.83	2,000.00	30.4%
7750-00 • Fire Comp. Contract	24,375.00	32,500.00	75.0%
Total 7700-00 • Maint/Repairs	70,541.83	146,500.00	48.2%
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%
9400-00 • Capital Projects	3,047.81		
Total Other Expense	254,319.99	399,950.00	63.6%
Net Other Income	(254,319.99)	(399,950.00)	63.6%
Net Income	(288,434.66)	(458,550.00)	62.9%

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

10/17/21

Date	Num	Account	Open Balance
CAMPBELL SUPPLY CO. INC.			
10/21/2021	2021-01-029	7710-04 · Truck Service	360.03
Total CAMPBELL SUPPLY CO. INC.			360.03
JAMESBURG HARDWARE & APPLIANCE			
10/21/2021	2021-02-032	7730-00 · Bldg Maintenance	19.37
Total JAMESBURG HARDWARE & APPLIANCE			19.37
JCP&L			
10/21/2021	2021-03-093	7600-00 · Utilities	701.70
Total JCP&L			701.70
MC MASTER-CARR SUPPLY CO.			
10/21/2021	2021-02-031	7730-00 · Bldg Maintenance	147.73
Total MC MASTER-CARR SUPPLY CO.			147.73
MIDDLESEX COUNTY TREASURER			
10/21/2021	2021-03-090	6400-05 · Election Expenses	567.07
Total MIDDLESEX COUNTY TREASURER			567.07
NETLINK WEB SERVICES, LLC			
10/21/2021	021-0-091	6500-01 · Office Supplies	199.00
Total NETLINK WEB SERVICES, LLC			199.00
NJ AMERICAN WATER			
10/21/2021	2021-03-088	7600-00 · Utilities	32.59
10/21/2021	2021-03-088	7200-00 · Hydrant Rental Dom Water	5,061.84
Total NJ AMERICAN WATER			5,094.43
PENGUIN MANAGEMENT, INC.			
10/21/2021	2021-01030	7710-01 · Radio Serv/Repair	1,668.00
Total PENGUIN MANAGEMENT, INC.			1,668.00
PSE&G			
10/21/2021	2021-03-092	7600-00 · Utilities	191.89
Total PSE&G			191.89
SANCHEZ LANDSCAPING, LLC			
10/21/2021	2021-02-030	7730-00 · Bldg Maintenance	515.00
Total SANCHEZ LANDSCAPING, LLC			515.00
STANDARD WASTE SERVICES			
10/21/2021	2021-02-029	7730-00 · Bldg Maintenance	139.40
Total STANDARD WASTE SERVICES			139.40
VERIZON			
10/21/2021	2021-03-094	7600-00 · Utilities	461.10
Total VERIZON			461.10
W.B. MASON CO. INC.			
10/21/2021	2021-03-089	6500-01 · Office Supplies	4.98
Total W.B. MASON CO. INC.			4.98
TOTAL			10,069.70

10/21/21

Jamesburg Board of Fire Commissioners
Monthly Check Register
October 2021

<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Amount</u>
1106-00 - 1st Constitution				
10/21/2021	9576	CAMPBELL SUPPLY CO. INC.	Invoice # r112005150:01	(360.03)
10/21/2021	9575	JAMESBURG HARDWARE & ...	Invoice # A199240	(19.37)
10/21/2021	9574	MC MASTER-CARR SUPPLY ...	INV#65645462	(147.73)
10/21/2021	9573	MIDDLESEX COUNTY TREAS...	BOARD OF ELECTIONS - Fire electi...	(567.07)
10/21/2021	9572	NETLINK WEB SERVICES, LLC	Invoice # NWS2760	(199.00)
10/21/2021	9571	NJ AMERICAN WATER	A/C # 1018-210028471827, 1018-21...	(5,094.43)
10/21/2021	9570	PENGUIN MANAGEMENT, INC.	Invoice # 66808	(1,668.00)
10/21/2021	9569	SANCHEZ LANDSCAPING, LLC		(515.00)
10/21/2021	9568	STANDARD WASTE SERVIC...	Invoice # 415173	(139.40)
10/21/2021	9567	VERIZON		(461.10)
10/21/2021	9566	W.B. MASON CO. INC.	Invoice # 223518659	(4.98)
10/21/2021	online pay	JCP&L		(701.70)
10/21/2021	online pay	PSE&G	Invoice # 503100093032	(191.89)
Total 1106-00 - 1st Constitution				(10,069.70)
TOTAL				(10,069.70)

BANK RECONCILIATION

NAME OF CLIENT: JAMESBURG BOARD OF FIRE COMMISSIONERS

MONTH OF: September-21

NAME OF BANK: 1st Constitution Bank

PREPARED BY: SR

ACCOUNT #: 9760200797

BALANCE FORWARD:	09/01/2021	\$ (27,811.71)	BAL. PER BANK STATEMENT	\$ 50,463.92
			AS OF: <u>30-Sep-21</u>	
ADD DEBITS:			ADD DEPOSITS IN TRANSIT:	
Online Banking Transfer	\$ 71,074.38			
Interest 6/30/2021	\$ 5.45			
TOTAL DEBITS:	\$ 71,079.83			
	TOTAL	\$ 43,268.12		
			\$ -	
LESS CREDITS:			TOTAL IN TRANSIT:	
VOUCHER LIST - 9/23/2021	\$ 23,262.67			\$ 50,463.92
Service fee 9/30/2021	\$ 15.00		LESS CHECKS OUTSTANDING:	
			TOTAL: \$ 30,473.47	
TOTAL CREDITS:	\$ 23,277.67			
ENDING BANK BALANCE-Per G/L	30-Sep-21	\$ 19,990.45	BANK BALANCE-Per Reconciliation:	\$ 19,990.45

\$0.00

NUMBER	AMOUNT	PAYEE NAME	DATE	P/O #
9504	17,797.68	Valic	5/20/21	
9544	5,011.00	Joseph Youssof	8/19/21	
9552	2,066.10	Tactical Public Safety	8/19/21	
9556	369.88	Main Electric Supply	9/23/21	
9558	2,382.00	Milspray	9/23/21	
9559	199.00	Netlink Webservice	9/23/21	
9563	2,647.81	SKD Tryon's Inc	9/23/21	
	\$ 30,473.47			

Jamesburg Board of Fire Commissioners
Outstanding Checks
 January through September 2021

10/06/21

Type	Date	Num	Name	Account	Paid Amount
Bill Pmt -Check	05/20/2021	9504	VALIC	1106-00 · 1st Constitution	
Bill	05/20/2021	2021-03-036		7850-01 · LOSAP Program	-17,797.68
TOTAL					-17,797.68
Bill Pmt -Check	08/19/2021	9544	JOSEPH D YOUSOUF, ESQU...	1106-00 · 1st Constitution	
Bill	08/19/2021	2021-03-077		6400-01 · Legal Fees	-5,011.00
TOTAL					-5,011.00
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	09/23/2021	9556	MAIN ELECTRIC SUPPLY CO.,...	1106-00 · 1st Constitution	
Bill	09/23/2021	2021-01-027		7195-00 · Uniform & Equip(Fi... 7195-00 · Uniform & Equip(Fi...	-369.08 -0.80
TOTAL					-369.88
Bill Pmt -Check	09/23/2021	9558	Milspray	1106-00 · 1st Constitution	
Bill	09/23/2021	21-05-004		7710-04 · Truck Service	-2,382.00
TOTAL					-2,382.00
Bill Pmt -Check	09/23/2021	9559	NETLINK WEB SERVICES, LLC	1106-00 · 1st Constitution	
Bill	09/23/2021	2021-03-080		6500-01 · Office Supplies	-199.00
TOTAL					-199.00
Bill Pmt -Check	09/23/2021	9563	SKD Tryon's Inc	1106-00 · 1st Constitution	
Bill	09/23/2021	21-05-009		9400-00 · Capital Projects	-2,647.81
TOTAL					-2,647.81