

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

Prepared By: S. Rampacek

Treasurer Report:

Date: 4/15/2021

Reconciled balance brought forward in <b>1st Constitution Checking Acct</b> from last meeting:	\$ 20,016.39
Deposits/Voided Checks since the last meeting (see Note 1):	\$ 37,249.13
Vouchers/Fees paid/Transfers since last meeting:	\$ (37,250.57)
Current Reconciled Balance Remaining in 1st Constitution Checking Account (Note 1):	<b>\$ 20,014.95</b>
Reconciled 1st Constitution <b>Savings Balance</b> brought forward from last meeting:	\$ 442,207.82
Withdrawals/Transfers to Checking:	\$ (37,234.18)
Deposits/Interest to Savings Account (see Note 4 & 5):	\$ 214.18
Current Reconciled Balance Remaining in 1st Constitution Savings Account: <b>**MATCHES BALANCE IN BANK ONLINE**</b>	<b>\$ 405,187.82</b>
<b>GRAND TOTAL CASH ON HAND:</b>	<b>\$ 425,202.77</b>
 Total Dollar Amount of Current Month Voucher List to be Paid:	 <b>\$ 7,345.14</b>

**Notes - 4/15/2021 Report:**

1) Payment of the current month's voucher list would result in a 1st Constitution Checking balance of: \$ 12,669.81 therefore a transfer FROM 1st Constitution Sav of \$ 7,330.19 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 \$14.95 on 3/31/2021. Also Reflects interest earned in account ending in 0827 in the amount of \$214.28 on 3/31/2021.

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 2020

	Jan - Dec 20	Budget	% of Budget
<b>Ordinary Income/Expense</b>			
<b>Expense</b>			
<b>6100-00 - Salary &amp; Wages</b>			
6100-01 - Commissioners Pay	13,571.00	14,396.00	94.3%
6100-02 - Clerk Pay	0.00	1,500.00	0.0%
<b>Total 6100-00 - Salary &amp; Wages</b>	<b>13,571.00</b>	<b>15,896.00</b>	<b>85.4%</b>
<b>6400-00 - Professional Fees</b>			
6400-01 - Legal Fees	11,864.33	17,000.00	69.8%
6400-02 - Accounting/Auditing Fees	1,450.00	12,000.00	12.1%
6400-04 - Medical Services	135.00	1,000.00	13.5%
6400-00 - Professional Fees - Other	6,250.00		
<b>Total 6400-00 - Professional Fees</b>	<b>19,699.33</b>	<b>30,000.00</b>	<b>65.7%</b>
<b>6400-05 - Election Expenses</b>	1,425.00	5,000.00	28.5%
<b>6500-00 - Office \Postage Exp</b>			
6500-01 - Office Supplies	3,817.65	5,000.00	76.4%
6500-02 - Misc Supplies(petty cash)	0.00	200.00	0.0%
<b>Total 6500-00 - Office \Postage Exp</b>	<b>3,817.65</b>	<b>5,200.00</b>	<b>73.4%</b>
<b>Total Expense</b>	<b>38,512.98</b>	<b>58,096.00</b>	<b>66.7%</b>
<b>Net Ordinary Income</b>	<b>(38,512.98)</b>	<b>(58,096.00)</b>	<b>66.7%</b>
<b>Other Income/Expense</b>			
<b>Other Expense</b>			
<b>7100-00 - Reimb for Exp &amp; Losses</b>			
7140-00 - Truck Equipment			
7140-01 - Fire Equipment	10,495.31	17,000.00	61.7%
<b>Total 7140-00 - Truck Equipment</b>	<b>10,495.31</b>	<b>17,000.00</b>	<b>61.7%</b>
7195-00 - Uniform & Equip(Firefighters)	13,323.16	17,000.00	78.4%
<b>Total 7100-00 - Reimb for Exp &amp; Losses</b>	<b>23,818.47</b>	<b>34,000.00</b>	<b>70.1%</b>
<b>7200-00 - Hydrant Rental Dom Water</b>	58,389.85	58,000.00	100.7%
<b>7400-00 - Insurance Premium</b>	48,858.00	51,000.00	95.8%
<b>7500-00 - Professional Services</b>			
7500-03 - Training & Education	3,393.82	12,000.00	28.3%
<b>Total 7500-00 - Professional Services</b>	<b>3,393.82</b>	<b>12,000.00</b>	<b>28.3%</b>
<b>7600-00 - Utilities</b>	18,350.44	21,000.00	87.4%
<b>7700-00 - Maint/Repairs</b>			
7710-00 - Truck Service			
7710-01 - Radio Serv/Repair	2,018.00	5,000.00	40.4%
7710-02 - Fuel	1,908.44	5,000.00	38.2%
7710-04 - Truck Service	37,537.74	20,000.00	187.7%
7710-05 - Equipment Testing	8,825.83	8,000.00	110.3%
<b>Total 7710-00 - Truck Service</b>	<b>50,290.01</b>	<b>38,000.00</b>	<b>132.3%</b>
7720-00 - Air Pack & Bottle Repair	0.00	2,000.00	0.0%
7730-00 - Bldg Maintenance	20,632.07	40,000.00	51.6%
7740-00 - Bldg Supplies	1,400.42	2,000.00	70.0%
7750-00 - Fire Comp. Contract	32,500.00	32,500.00	100.0%
<b>Total 7700-00 - Maint/Repairs</b>	<b>104,822.50</b>	<b>114,500.00</b>	<b>91.5%</b>
<b>7800-00 - Contingency</b>	5,986.00	25,000.00	23.9%
<b>7850-00 - LOSAP Program</b>			
7850-01 - LOSAP Program	17,311.87	19,000.00	91.1%
<b>Total 7850-00 - LOSAP Program</b>	<b>17,311.87</b>	<b>19,000.00</b>	<b>91.1%</b>
<b>8000-00 - Debt Service</b>			
8010-11 - Capital Lease-Oshkosh Princ	28,759.00	29,865.00	96.3%
8020-11 - Capital Lease-Oshkosh Int	4,690.29	3,583.00	130.9%
<b>Total 8000-00 - Debt Service</b>	<b>33,449.29</b>	<b>33,448.00</b>	<b>100.0%</b>
<b>8400-00 - Capital Projects</b>	0.00	65,033.00	0.0%
<b>Total Other Expense</b>	<b>314,380.24</b>	<b>432,981.00</b>	<b>72.6%</b>
<b>Net Other Income</b>	<b>(314,380.24)</b>	<b>(432,981.00)</b>	<b>72.6%</b>
<b>Net Income</b>	<b>(352,893.22)</b>	<b>(489,077.00)</b>	<b>72.2%</b>

**Jamesburg Board of Fire Commissioners  
Budgeted Appropriations vs. Actual  
January through December 2021**

	Jan - Dec 21	Budget	% of Budget
<b>Ordinary Income/Expense</b>			
<b>Expense</b>			
6100-00 · Salary & Wages			
6100-01 · Commissioners Pay	3,599.00	14,400.00	25.0%
6100-02 · Clerk Pay	0.00	1,500.00	0.0%
<b>Total 6100-00 · Salary &amp; Wages</b>	<b>3,599.00</b>	<b>15,900.00</b>	<b>22.6%</b>
6400-00 · Professional Fees			
6400-01 · Legal Fees	0.00	17,000.00	0.0%
6400-02 · Accounting/Auditing Fees	0.00	12,000.00	0.0%
6400-04 · Medical Services	0.00	1,000.00	0.0%
<b>Total 6400-00 · Professional Fees</b>	<b>0.00</b>	<b>30,000.00</b>	<b>0.0%</b>
8400-05 · Election Expenses	0.00	7,500.00	0.0%
6500-00 · Office \Postage Exp			
6500-01 · Office Supplies	906.92	5,000.00	18.1%
6500-02 · Misc Supplies(petty cash)	0.00	200.00	0.0%
6500-00 · Office \Postage Exp - Other	13.64		
<b>Total 6500-00 · Office \Postage Exp</b>	<b>920.56</b>	<b>5,200.00</b>	<b>17.7%</b>
69800 · Uncategorized Expenses	10,498.74		
<b>Total Expense</b>	<b>15,018.30</b>	<b>58,600.00</b>	<b>25.6%</b>
<b>Net Ordinary Income</b>	<b>(15,018.30)</b>	<b>(58,600.00)</b>	<b>25.6%</b>
<b>Other Income/Expense</b>			
<b>Other Expense</b>			
7100-00 · Reimb for Exp & Losses			
7140-00 · Truck Equipment			
7140-01 · Fire Equipment	1,324.40	17,000.00	7.8%
<b>Total 7140-00 · Truck Equipment</b>	<b>1,324.40</b>	<b>17,000.00</b>	<b>7.8%</b>
7195-00 · Uniform & Equip(Firefighters)	72.80	17,000.00	0.4%
<b>Total 7100-00 · Reimb for Exp &amp; Losses</b>	<b>1,397.20</b>	<b>34,000.00</b>	<b>4.1%</b>
7200-00 · Hydrant Rental Dom Water	15,182.44	58,000.00	26.2%
7400-00 · Insurance Premium	15,200.00	51,000.00	29.8%
7500-00 · Professional Services			
7500-01 · Advertising	59.94		
7500-03 · Training & Education	0.00	12,000.00	0.0%
<b>Total 7500-00 · Professional Services</b>	<b>59.94</b>	<b>12,000.00</b>	<b>0.5%</b>
7600-00 · Utilities	5,080.18	21,000.00	24.2%
7700-00 · Maint/Repairs			
7710-00 · Truck Service			
7710-01 · Radio Serv/Repair	0.00	12,000.00	0.0%
7710-02 · Fuel	70.00	5,000.00	1.4%
7710-04 · Truck Service	1,439.33	30,000.00	4.8%
7710-05 · Equipment Testing	189.00	8,000.00	2.4%
<b>Total 7710-00 · Truck Service</b>	<b>1,698.33</b>	<b>55,000.00</b>	<b>3.1%</b>
7720-00 · Air Pack & Bottle Repair	0.00	2,000.00	0.0%
7730-00 · Bldg Maintenance	3,601.00	55,000.00	6.5%
7740-00 · Bldg Supplies	228.48	2,000.00	11.4%
7750-00 · Fire Comp. Contract	8,125.00	32,500.00	25.0%
<b>Total 7700-00 · Maint/Repairs</b>	<b>13,652.81</b>	<b>148,500.00</b>	<b>9.3%</b>
7800-00 · Contingency	0.00	25,000.00	0.0%
7850-00 · LOSAP Program			
7850-01 · LOSAP Program	0.00	19,000.00	0.0%
<b>Total 7850-00 · LOSAP Program</b>	<b>0.00</b>	<b>19,000.00</b>	<b>0.0%</b>
8000-00 · Debt Service			
8010-11 · Capital Lease-Oshkosh Princ	0.00	3,105.00	0.0%
8020-11 · Capital Lease-Oshkosh Int	0.00	2,435.00	0.0%
<b>Total 8000-00 · Debt Service</b>	<b>0.00</b>	<b>5,540.00</b>	<b>0.0%</b>
<b>Total Other Expense</b>	<b>50,572.57</b>	<b>372,040.00</b>	<b>13.6%</b>
<b>Net Other Income</b>	<b>(50,572.57)</b>	<b>(372,040.00)</b>	<b>13.6%</b>
<b>Net Income</b>	<b>(65,590.87)</b>	<b>(430,640.00)</b>	<b>15.2%</b>

04/14/21

**Jamesburg Board of Fire Commissioners**  
**Accounts Payable Voucher List**  
 As of April 30, 2021

Date	Num	Account	Open Balance
<b>APPROVED FIRE PROTECTION CO.</b>			
04/15/2021	2021-02-015	7710-05 · Equipment Testing	189.00
Total APPROVED FIRE PROTECTION CO.			189.00
<b>CENTRAL JERSEY SECURITY</b>			
04/15/2021	2021-03-023	7730-00 · Bldg Maintenance	149.85
Total CENTRAL JERSEY SECURITY			149.85
<b>GANNETT NEW JERSEY NEWSPAPERS</b>			
04/15/2021	2021-03-024	7500-01 · Advertising	59.94
Total GANNETT NEW JERSEY NEWSPAPERS			59.94
<b>JCP&amp;L</b>			
04/15/2021	2021-03-027	7600-00 · Utilities	673.72
Total JCP&L			673.72
<b>NETLINK WEB SERVICES, LLC</b>			
04/15/2021	2021-03-022	6500-01 · Office Supplies	199.00
Total NETLINK WEB SERVICES, LLC			199.00
<b>NJ AMERICAN WATER</b>			
04/15/2021	2021-03-028	7600-00 · Utilities	52.56
04/15/2021	2021-03-028	7200-00 · Hydrant Rental Dom Water	5,035.84
Total NJ AMERICAN WATER			5,088.40
<b>PSE&amp;G</b>			
04/15/2021	2021-03-021	7600-00 · Utilities	455.21
Total PSE&G			455.21
<b>STANDARD WASTE SERVICES</b>			
04/15/2021	2021-03-026	7730-00 · Bldg Maintenance	139.40
Total STANDARD WASTE SERVICES			139.40
<b>VERIZON</b>			
04/15/2021	2021-03-025	7600-00 · Utilities	385.63
Total VERIZON			385.63
<b>W.B. MASON CO. INC.</b>			
04/15/2021	2021-03-020	6500-01 · Office Supplies	4.99
Total W.B. MASON CO. INC.			4.99
<b>TOTAL</b>			<b>7,345.14</b>

**Jamesburg Board of Fire Commissioners**  
**Outstanding Checks**  
 January through April 2021

04/14/21

Type	Date	Num	Name	Account	Paid Amount
Bill Pmt -Check	03/18/2021	9452	Christopher Rampacek	1106-00 · 1st Constitution	
Bill	03/18/2021	2021-01-007		7710-02 · Fuel	-70.00
TOTAL					-70.00
Bill Pmt -Check	03/18/2021	9455	ELECTRONIC MEASUREMEN...	1106-00 · 1st Constitution	
Bill	03/18/2021	2021-01-006		7140-01 · Fire Equipment	-219.00
TOTAL					-219.00
Bill Pmt -Check	03/18/2021	9459	JAMESBURG VOL FIRE DEPT	1106-00 · 1st Constitution	
Bill	03/18/2021	2021-02-008		7750-00 · Fire Comp. Contract	-8,125.00
TOTAL					-8,125.00
Bill Pmt -Check	03/18/2021	9463	NETLINK WEB SERVICES, LLC	1106-00 · 1st Constitution	
Bill	03/18/2021	2021-03-014		6500-01 · Office Supplies	-199.00
TOTAL					-199.00
Bill Pmt -Check	03/18/2021	9466	Pradeep Mathew	1106-00 · 1st Constitution	
Bill	03/18/2021	2021-03-013		6100-01 · Commissioners Pay	-575.00
TOTAL					-575.00
Bill Pmt -Check	03/18/2021	9468	SAMUEL KLEIN & COMPANY	1106-00 · 1st Constitution	
Bill	12/31/2020	2020-03-121		6400-02 · Accounting/Auditin...	-1,450.00
				6400-00 · Professional Fees	-5,400.00
				6400-00 · Professional Fees	-850.00
TOTAL					-7,700.00
Bill Pmt -Check	03/18/2021	9470	SEAGRAVE FIRE APPARATUS...	1106-00 · 1st Constitution	
Bill	12/31/2020	20-07-005		7710-04 · Truck Service	-3,637.76
TOTAL					-3,637.76

**BANK RECONCILIATION**

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

MONTH OF: **March-21**

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

PREPARED BY: **SR**

ACCOUNT #: **9760200797**

<b>BALANCE FORWARD:</b>	3/1/2021	\$ 20,016.39	<b>BAL. PER BANK STATEMENT</b>	\$ 40,540.71
			<b>AS OF:</b>	31-Mar-21
<b>ADD DEBITS:</b>			<b>ADD DEPOSITS IN TRANSIT:</b>	
Online Banking Transfer	\$ 37,234.18			
Interest 3/31/2021	\$ 14.95			
<b>TOTAL DEBITS:</b>	\$ 37,249.13			
	<b>TOTAL</b>	\$ 57,265.52		
<b>LESS CREDITS:</b>			<b>TOTAL IN TRANSIT:</b>	
VOUCHER LIST - 3/18/2021	\$ 37,250.57			
<b>TOTAL CREDITS:</b>	\$ 37,250.57		<b>LESS CHECKS OUTSTANDING:</b>	
<b>ENDING BANK BALANCE-Per G/L</b>	31-Mar-21	\$ 20,014.95	<b>TOTAL:</b>	\$ 20,525.76
			<b>BANK BALANCE-Per Reconciliation:</b>	\$ 20,014.95

\$0.00

NUMBER	AMOUNT	PAYEE NAME	DATE	P/O #
9463	199.00	Netlink Web Service	2/18/21	
9452	70.00	Christopher Rampacek	3/18/21	
9455	219.00	Electronic Measurement	3/18/21	
9459	8,125.00	Jamesburg Fire Dept	3/18/21	
9466	575.00	Pradeep Matthew	3/18/21	
9468	7,700.00	Samuel Klein	3/18/21	
9470	3,637.76	Seagrave Fire	3/18/21	
	\$ 20,525.76			

**Jamesburg Board of Fire Commissioners**  
**Monthly Check Register**  
 March 31 through April 30, 2021

04/27/21

Date	Num	Name	Memo	Amount
<b>1106-00 - 1st Constitution</b>				
04/15/2021	9481	APPROVED FIRE PROTECTI...	Invoice #IN00051867	(189.00)
04/15/2021	9480	CENTRAL JERSEY SECURITY	Invoice # 93969	(149.85)
04/15/2021	9479	GANNETT NEW JERSEY NE...	Statement # 0003747892	(59.94)
04/15/2021	9478	NETLINK WEB SERVICES, LLC	INVOICE #NWS2677	(199.00)
04/15/2021	9477	NJ AMERICAN WATER	A/C # 1018-210028471827, 1018-21...	(5,088.40)
04/15/2021	9476	STANDARD WASTE SERVICES	Invoice # 401134	(139.40)
04/15/2021	9475	W.B. MASON CO. INC.	Invoice #218818546	(4.99)
04/15/2021	online pay	JCP&L		(673.72)
04/15/2021	online pay	PSE&G	INVOICE # 503100085783	(455.21)
04/15/2021	online pay	VERIZON		(385.63)
Total 1106-00 - 1st Constitution				(7,345.14)
<b>TOTAL</b>				<b>(7,345.14)</b>