

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

Prepared By: S. Rampacek

Treasurer Report:

Date: 11/16/23

Reconciled balance brought forward in Lakeland Checking Acct from last meeting:	\$ 20,007.38
Deposits/Voided Checks since the last meeting (see Note 1):	\$ 16,251.99
Vouchers/Fees paid/Transfers since last meeting:	\$ (16,251.15)
Current Reconciled Balance Remaining in Lakeland Checking Account (Note 1):	\$ 20,008.22
Reconciled Lakeland Savings Balance brought forward from last meeting:	\$ 667,167.12
Withdrawals/Transfers to Checking:	\$ (16,243.77)
Deposits/Interest to Savings Account (see Note 4 & 5):	\$ 144.89
Current Reconciled Balance Remaining in Lakeland Savings Account: **MATCHES BALANCE IN BANK ONLINE**	\$ 651,068.24
GRAND TOTAL CASH ON HAND:	\$ 671,076.46
Total Dollar Amount of Current Month Voucher List to be Paid:	\$ 43,903.87

Notes 11/16/23 Report:

1) Payment of the current month's voucher list would result in a Lakeland Checking balance of \$ (23,895.65) therefore a transfer FROM Lakeland Savings of \$ 43,895.65 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 \$8.19 on 10/31/2023. Also reflects interest earned in account ending 0827 in the amount of \$144.89 on 10/31/2023.

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 2023

	Jan - Dec 23	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	1,300.00	0.0%
Total 6100-00 · Salary & Wages	14,396.00	15,700.00	91.7%
6400-00 · Professional Fees			
6400-01 · Legal Fees	6,151.32	20,000.00	30.8%
6400-02 · Accounting/Auditing Fees	0.00	10,000.00	0.0%
6400-04 · Medical Services	150.00	1,000.00	15.0%
Total 6400-00 · Professional Fees	6,301.32	31,000.00	20.3%
6400-05 · Election Expenses	2,350.56	4,000.00	58.8%
6500-00 · Office \Postage Exp			
6500-01 · Office Supplies	4,199.49	5,000.00	84.0%
6500-02 · Misc Supplies(petty cash)	0.00	200.00	0.0%
Total 6500-00 · Office \Postage Exp	4,199.49	5,200.00	80.8%
66900 · Reconciliation Discrepancies	(36.35)		
Total Expense	27,211.02	55,900.00	48.7%
Net Ordinary Income	(27,211.02)	(55,900.00)	48.7%
Other Income/Expense			
Other Expense			
7100-00 · Reimb for Exp & Losses			
7140-00 · Truck Equipment			
7140-01 · Fire Equipment	15,996.27	20,000.00	80.0%
Total 7140-00 · Truck Equipment	15,996.27	20,000.00	80.0%
7195-00 · Uniform & Equip(Firefighters)	1,459.80	20,000.00	7.3%
Total 7100-00 · Reimb for Exp & Losses	17,456.07	40,000.00	43.6%
7200-00 · Hydrant Rental Dom Water	61,902.95	75,000.00	82.5%
7400-00 · Insurance Premium	54,270.00	52,000.00	104.4%
7500-00 · Professional Services			
7500-03 · Training & Education	6,465.44	11,000.00	58.8%
Total 7500-00 · Professional Services	6,465.44	11,000.00	58.8%
7600-00 · Utilities	15,292.80	26,000.00	58.8%
7700-00 · Maint/Repairs			
7710-00 · Truck Service			
7710-01 · Radio Serv/Repair	4,359.20	10,000.00	43.6%
7710-02 · Fuel	2,546.67	5,000.00	50.9%
7710-04 · Truck Service	14,840.97	35,000.00	42.4%
7710-05 · Equipment Testing	9,674.30	12,000.00	80.6%
Total 7710-00 · Truck Service	31,421.14	62,000.00	50.7%
7720-00 · Air Pack & Bottle Repair	2,437.89	2,000.00	121.9%
7730-00 · Bldg Maintenance	14,389.02	41,000.00	35.1%
7740-00 · Bldg Supplies	349.30	1,000.00	34.9%
7750-00 · Fire Comp. Contract	32,500.00	32,500.00	100.0%
Total 7700-00 · Maint/Repairs	81,097.35	138,500.00	58.6%
7800-00 · Contingency	9,289.08	25,000.00	37.2%
7850-00 · LOSAP Program			
7850-01 · LOSAP Program	20,618.64	19,000.00	108.5%
Total 7850-00 · LOSAP Program	20,618.64	19,000.00	108.5%
7900-00 · Supplemental Fire Service			
7900-02 · Matching Funds	1,548.00		
Total 7900-00 · Supplemental Fire Service	1,548.00		
9300-00 · Capital - Radios & Air Filling	0.00	35,000.00	0.0%
9400-00 · Capital Projects	0.00	40,000.00	0.0%
Total Other Expense	267,940.33	461,500.00	58.1%
Net Other Income	(267,940.33)	(461,500.00)	58.1%
Net Income	(295,151.35)	(517,400.00)	57.0%

11/15/23

Jamesburg Board of Fire Commissioners
Accounts Payable Voucher List
As of November 30, 2023

Date	Num	Account	Open Balance
A & J MOTORS			
11/16/2023	23-09-002	7710-04 · Truck Service	910.00
Total A & J MOTORS			910.00
AGIN SIGN & DESIGNS			
11/16/2023	2023-01-037	7710-04 · Truck Service	600.00
Total AGIN SIGN & DESIGNS			600.00
AUTO KING PARTS & SUPPLIES			
11/16/2023	2023-01-038	7710-04 · Truck Service	24.17
11/16/2023	2023-01-039	7710-04 · Truck Service	49.90
Total AUTO KING PARTS & SUPPLIES			74.07
BRIAN H. WRIGHT			
11/16/2023	2023-03-121	6100-01 · Commissioners Pay	783.00
Total BRIAN H. WRIGHT			783.00
DALMATION FIRE & SAFETY, INC.			
11/16/2023	23-10-006	7720-00 · Air Pack & Bottle Repair	2,437.89
Total DALMATION FIRE & SAFETY, INC.			2,437.89
DINA WALKER			
11/16/2023	2023-03-122	6100-01 · Commissioners Pay	733.00
Total DINA WALKER			733.00
FIREFLOW SERVICES, INC.			
11/16/2023	23-06-003	7710-05 · Equipment Testing	6,316.25
Total FIREFLOW SERVICES, INC.			6,316.25
JAMESBURG VOL FIRE DEPT			
11/16/2023	2023-03-119	7750-00 · Fire Comp. Contract	8,125.00
Total JAMESBURG VOL FIRE DEPT			8,125.00
JCP&L			
11/16/2023	2023-03-115	7600-00 · Utilities	470.70
Total JCP&L			470.70
MC MASTER-CARR SUPPLY CO.			
11/16/2023	2023-01-035	7140-01 · Fire Equipment	160.98
11/16/2023	2023-01-036	7140-01 · Fire Equipment	863.17
11/16/2023	2023-02-030	7730-00 · Bldg Maintenance	146.08
Total MC MASTER-CARR SUPPLY CO.			1,170.23
MICHAEL RAMPACEK			
11/16/2023	2023-01-042	7140-01 · Fire Equipment	480.78
Total MICHAEL RAMPACEK			480.78
MIDDLESEX COUNTY FIRE ACADEMY			
11/16/2023	2023-01-040	7500-03 · Training & Education	539.00
Total MIDDLESEX COUNTY FIRE ACADEMY			539.00
MIDDLESEX COUNTY TREASURER			
11/16/2023	2023-03-109	7710-02 · Fuel	262.55
Total MIDDLESEX COUNTY TREASURER			262.55
NETLINK WEB SERVICES, LLC			
11/16/2023	2023-03-113	6500-01 · Office Supplies	199.00
Total NETLINK WEB SERVICES, LLC			199.00

11/15/23

Jamesburg Board of Fire Commissioners
Accounts Payable Voucher List
As of November 30, 2023

Date	Num	Account	Open Balance
NEW JERSEY FIRE EQUIPMENT CO.			
11/16/2023	2023-01-033	7710-05 · Equipment Testing	765.00
Total NEW JERSEY FIRE EQUIPMENT CO.			765.00
NJ AMERICAN WATER			
11/16/2023	2023-03-110	7200-00 · Hydrant Rental Dom W...	12,369.00
11/16/2023	2023-03-112	7600-00 · Utilities	70.22
Total NJ AMERICAN WATER			12,439.22
NORTHEASTERN BUILDING SUPPLY			
11/16/2023	2023-02-029	7730-00 · Bldg Maintenance	147.13
Total NORTHEASTERN BUILDING SUPPLY			147.13
Pradeep Mathew			
11/16/2023	2023-03-120	6100-01 · Commissioners Pay	575.00
Total Pradeep Mathew			575.00
PSE&G			
11/16/2023	2023-03-116	7600-00 · Utilities	184.32
Total PSE&G			184.32
Salvatore Georgianna			
11/16/2023	2023-03-123	6100-01 · Commissioners Pay	575.00
Total Salvatore Georgianna			575.00
SANCHEZ LANDSCAPING, LLC			
11/16/2023	2023-02-031	7730-00 · Bldg Maintenance	800.00
Total SANCHEZ LANDSCAPING, LLC			800.00
STANDARD WASTE SERVICES			
11/16/2023	2023-03-111	7730-00 · Bldg Maintenance	156.62
Total STANDARD WASTE SERVICES			156.62
STEPHANIE RAMPACEK			
11/16/2023	2023-03-117	6500-01 · Office Supplies	1,129.80
11/16/2023	2023-03-118	6100-01 · Commissioners Pay	933.00
Total STEPHANIE RAMPACEK			2,062.80
TASC FIRE APPARATUS, INC.			
11/16/2023	23-06-007	7710-05 · Equipment Testing	750.00
11/16/2023	2023-01-034	7140-01 · Fire Equipment	824.36
11/16/2023	2023-01-041	7140-01 · Fire Equipment	330.00
11/16/2023	23-06-007	7140-01 · Fire Equipment	740.00
Total TASC FIRE APPARATUS, INC.			2,644.36
W.B. MASON CO. INC.			
11/16/2023	2023-03-114	6500-01 · Office Supplies	452.95
Total W.B. MASON CO. INC.			452.95
TOTAL			43,903.87

Jamesburg Board of Fire Commissioners
Monthly Check Register
November 2023

11/15/23

Date	Num	Name	Memo	Amount
1106-00 - 1st Constitution				
11/16/2023	online Pay	JCP&L		(470.70)
11/16/2023	Online pay	NJ AMERICAN WATER		(12,439.22)
11/16/2023	Online pay	PSE&G		(184.32)
11/16/2023	10027	A & J MOTORS		(910.00)
11/16/2023	10028	AGIN SIGN & DESIGNS	INVOICE # 8868	(600.00)
11/16/2023	10029	AUTO KING PARTS & SUPPLIES		(74.07)
11/16/2023	10030	BRIAN H. WRIGHT	4th quarter commissioners fee	(783.00)
11/16/2023	10031	DALMATION FIRE & SAFETY, INC.	INVOICE #500924	(2,437.89)
11/16/2023	10032	DINA WALKER	4th quarter commissioners fee	(733.00)
11/16/2023	10033	FIREFLOW SERVICES, INC.	invoice # 4218	(6,316.25)
11/16/2023	10034	JAMESBURG VOL FIRE DEPT	4th QUARTER 2023 VOLUNT...	(8,125.00)
11/16/2023	10035	MC MASTER-CARR SUPPLY CO.		(1,170.23)
11/16/2023	10036	MICHAEL RAMPACEK	chain saw	(480.78)
11/16/2023	10037	MIDDLESEX COUNTY FIRE ACADEMY	Invoice #23-1016	(539.00)
11/16/2023	10038	MIDDLESEX COUNTY TREASURER	Invoice #cv-13-10-23	(262.55)
11/16/2023	10039	NETLINK WEB SERVICES, LLC	Invoice #NWS3098	(199.00)
11/16/2023	10040	NEW JERSEY FIRE EQUIPMENT CO.	Invoice # 2022505	(765.00)
11/16/2023	10041	NORTHEASTERN BUILDING SUPPLY	invoice #2301-439003	(147.13)
11/16/2023	10042	Pradeep Mathew	4th quarter commissioners fee	(575.00)
11/16/2023	10043	Salvatore Georgianna	4th quarter commissioners fee	(575.00)
11/16/2023	10044	SANCHEZ LANDSCAPING, LLC	Invoice # 12276, 12300	(800.00)
11/16/2023	10045	STANDARD WASTE SERVICES	Invoice # 478885	(156.62)
11/16/2023	10046	STEPHANIE RAMPACEK		(2,062.80)
11/16/2023	10047	TASC FIRE APPARATUS, INC.		(2,644.36)
11/16/2023	10048	W.B. MASON CO. INC.	Invoice # 242025181,2423341...	(452.95)
Total 1106-00 - 1st Constitution				(43,903.87)
TOTAL				(43,903.87)

BANK RECONCILIATION

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

MONTH OF: **October-23**

NAME OF BANK: **PNC Bank**

PREPARED BY: **SR**

ACCOUNT #: **80-2874-0082**

BALANCE FORWARD:	30-Sep-23	\$20,007.41	BAL. PER BANK STATEMENT	\$ 27,660.46
			AS OF:	31-Oct-23
ADD DEBITS:			ADD DEPOSITS IN TRANSIT:	
Online Banking Transfer on 10/20/23	\$ 16,243.77			
Interest 10/31/2023	\$ 8.19			
TOTAL DEBITS:	\$ 16,251.96			
	TOTAL	\$ 36,259.37		
LESS CREDITS:			TOTAL IN TRANSIT:	
VOUCHER LIST - 10/19/2023	\$ 16,251.15			\$ 27,660.46
ACCOUNT ANALYSIS FEE	\$ -		LESS CHECKS OUTSTANDING:	
			TOTAL:	\$ 7,652.27
TOTAL CREDITS:	\$ 16,251.15			
ENDING BANK BALANCE-Per G/L	31-Oct-23	\$ 20,008.22	BANK BALANCE-Per Reconciliation:	\$ 20,008.19

\$ 0.03

NUMBER	AMOUNT	PAYEE NAME	DATE	P/O #
Online Pay	6,214.56	NJ American Water	10/19/23	2023-03-105/106
9982	575.00	Pradeep Mathew	8/17/23	2023-03-083
9993	150.00	Central Jersey Family Medical	9/20/23	2023-01-022
10022	199.00	Netlink Web Service	10/19/23	2023-03-104
10025	248.93	Viking Terminte	10/19/23	2023-02-028
10018	199.83	McMaster-Carr Supply Co	10/19/23	2023-01-031
10017	64.95	Jamesburg Hardware	10/19/23	2023-02-026
TOTAL	\$ 7,652.27			

Jamesburg Board of Fire Commissioners
Outstanding Checks
 January through October 2023

11/15/23

Type	Date	Num	Name	Account	Paid Amount
Bill Pmt -Ch...	10/19/2023	Online pay	NJ AMERICAN WATER	1106-00 · 1st Constitu...	
Bill	10/19/2023	2023-03-106		7200-00 · Hydrant Rent...	-6,184.50
Bill	10/19/2023	2023-03-105		7600-00 · Utilities	-30.03
TOTAL					-6,214.53
Bill Pmt -Ch...	08/17/2023	9982	Pradeep Mathew	1106-00 · 1st Constitu...	
Bill	08/17/2023	2023-03-083		6100-01 · Commission...	-575.00
TOTAL					-575.00
Bill Pmt -Ch...	09/20/2023	9993	CENTRAL JERSEY FAMILY MEDICAL GR...	1106-00 · 1st Constitu...	
Bill	09/21/2023	2023-01-022		6400-04 · Medical Servi...	-150.00
TOTAL					-150.00
Bill Pmt -Ch...	10/19/2023	10017	JAMESBURG HARDWARE & APPLIANCE	1106-00 · 1st Constitu...	
Bill	10/19/2023	203-02-026		7730-00 · Bldg Mainten...	-64.95
TOTAL					-64.95
Bill Pmt -Ch...	10/19/2023	10018	MC MASTER-CARR SUPPLY CO.	1106-00 · 1st Constitu...	
Bill	10/19/2023	2023-001-031		7730-00 · Bldg Mainten...	-199.83
TOTAL					-199.83
Bill Pmt -Ch...	10/19/2023	10022	NETLINK WEB SERVICES, LLC	1106-00 · 1st Constitu...	
Bill	10/19/2023	2023-03-104		6500-01 · Office Suppli...	-199.00
TOTAL					-199.00
Bill Pmt -Ch...	10/19/2023	10025	VIKING TERMITE & PEST CONTROL, INC.	1106-00 · 1st Constitu...	
Bill	10/19/2023	2023-02-028		7730-00 · Bldg Mainten...	-248.93
TOTAL					-248.93