

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

Prepared By: S. Rampacek

Treasurer Report:

Date: 7/20/23

Reconciled balance brought forward in Lakeland Checking Acct from last meeting:	\$ 20,007.76
Deposits/Voided Checks since the last meeting (see Note 1):	\$ 21,233.21
Vouchers/Fees paid/Transfers since last meeting:	\$ (21,233.17)
Current Reconciled Balance Remaining in Lakeland Checking Account (Note 1):	\$ 20,007.80
Reconciled Lakeland Savings Balance brought forward from last meeting:	\$ 641,912.33
Withdrawals/Transfers to Checking:	\$ (21,225.41)
Deposits/Interest to Savings Account (see Note 4 & 5):	\$ 129.72
Current Reconciled Balance Remaining in Lakeland Savings Account: <b>**MATCHES BALANCE IN BANK ONLINE**</b>	\$ 620,816.64
<b>GRAND TOTAL CASH ON HAND:</b>	<b>\$ 640,824.44</b>
 Total Dollar Amount of Current Month Voucher List to be Paid:	 <b>\$ 14,518.64</b>

**Notes 7/20/23 Report:**

- 1) Payment of the current month's voucher list would result in a Lakeland Checking balance of \$ 5,489.16 therefore a transfer FROM Lakeland Sav c \$ 14,510.84 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 \$7.80 on 6/30/2023. Also reflects interest earned in account ending 0827 in the amount of \$129.72 on 6/30/2023.
  
- 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
<b>Ordinary Income/Expense</b>			
<b>Expense</b>			
6100-00 · Salary & Wages			
6100-01 · Commissioners Pay	7,198.00	14,400.00	50.0%
6100-02 · Clerk Pay	0.00	1,300.00	0.0%
<b>Total 6100-00 · Salary &amp; Wages</b>	<b>7,198.00</b>	<b>15,700.00</b>	<b>45.8%</b>
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	0.00	1,000.00	0.0%
<b>Total 6400-00 · Professional Fees</b>	<b>6,151.32</b>	<b>31,000.00</b>	<b>19.8%</b>
6400-05 · Election Expenses			
6500-00 · Office \Postage Exp	1,842.17	4,000.00	46.1%
6500-01 · Office Supplies	1,798.77	5,000.00	35.9%
6500-02 · Misc Supplies(petty cash)	0.00	200.00	0.0%
<b>Total 6500-00 · Office \Postage Exp</b>	<b>1,798.77</b>	<b>5,200.00</b>	<b>34.6%</b>
66900 · Reconciliation Discrepancies	(36.32)		
<b>Total Expense</b>	<b>16,951.94</b>	<b>55,900.00</b>	<b>30.3%</b>
<b>Net Ordinary Income</b>	<b>(16,951.94)</b>	<b>(55,900.00)</b>	<b>30.3%</b>
<b>Other Income/Expense</b>			
<b>Other Expense</b>			
7100-00 · Reimb for Exp & Losses			
7140-00 · Truck Equipment			
7140-01 · Fire Equipment	7,239.00	20,000.00	36.2%
<b>Total 7140-00 · Truck Equipment</b>	<b>7,239.00</b>	<b>20,000.00</b>	<b>36.2%</b>
7195-00 · Uniform & Equip(Firefighters)	1,307.00	20,000.00	6.5%
<b>Total 7100-00 · Reimb for Exp &amp; Losses</b>	<b>8,546.00</b>	<b>40,000.00</b>	<b>21.4%</b>
7200-00 · Hydrant Rental Dom Water	30,980.45	75,000.00	41.3%
7400-00 · Insurance Premium	36,983.00	52,000.00	71.1%
7500-00 · Professional Services			
7500-03 · Training & Education	261.00	11,000.00	2.4%
<b>Total 7500-00 · Professional Services</b>	<b>261.00</b>	<b>11,000.00</b>	<b>2.4%</b>
7600-00 · Utilities	9,057.06	26,000.00	34.8%
7700-00 · Maint/Repairs			
7710-00 · Truck Service			
7710-01 · Radio Serv/Repair	1,265.00	10,000.00	12.7%
7710-02 · Fuel	1,471.54	5,000.00	29.4%
7710-04 · Truck Service	10,178.12	35,000.00	29.1%
7710-05 · Equipment Testing	1,407.77	12,000.00	11.7%
<b>Total 7710-00 · Truck Service</b>	<b>14,322.43</b>	<b>62,000.00</b>	<b>23.1%</b>
7720-00 · Air Pack & Bottle Repair	0.00	2,000.00	0.0%
7730-00 · Bldg Maintenance	9,040.56	41,000.00	22.1%
7740-00 · Bldg Supplies	186.70	1,000.00	18.7%
7750-00 · Fire Comp. Contract	16,250.00	32,500.00	50.0%
<b>Total 7700-00 · Maint/Repairs</b>	<b>39,799.69</b>	<b>138,500.00</b>	<b>28.7%</b>
7800-00 · Contingency	341.08	25,000.00	1.4%
7850-00 · LOSAP Program			
7850-01 · LOSAP Program	20,618.64	19,000.00	108.5%
<b>Total 7850-00 · LOSAP Program</b>	<b>20,618.64</b>	<b>19,000.00</b>	<b>108.5%</b>
7900-00 · Supplemental Fire Service			
7900-02 · Matching Funds	1,548.00		
<b>Total 7900-00 · Supplemental Fire Service</b>	<b>1,548.00</b>		
9300-00 · Capital - Radios & Air Filling	0.00	35,000.00	0.0%
9400-00 · Capital Projects	0.00	40,000.00	0.0%
<b>Total Other Expense</b>	<b>148,134.92</b>	<b>481,500.00</b>	<b>32.1%</b>
<b>Net Other Income</b>	<b>(148,134.92)</b>	<b>(481,500.00)</b>	<b>32.1%</b>
<b>Net Income</b>	<b>(165,086.86)</b>	<b>(\$17,400.00)</b>	<b>31.9%</b>

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**Jamesburg Board of Fire Commissioners**  
**Accounts Payable Voucher List**  
As of July 31, 2023

Date	Num	Account	Open Balance
Action Uniform CO 07/20/2023	2023-01-018	7195-00 · Uniform & Equip(Firefig...	177.00
Total Action Uniform CO			177.00
AIR & GAS TECHNOLOGIES, INC. 07/20/2023	23-06-005-01	7710-05 · Equipment Testing	1,162.00
Total AIR & GAS TECHNOLOGIES, INC.			1,162.00
AUTO KING PARTS & SUPPLIES 07/20/2023	2023-01-012	7710-04 · Truck Service	59.96
Total AUTO KING PARTS & SUPPLIES			59.96
BETTER LIVING DEPT. STORE 07/20/2023	2023-02-016	7730-00 · Bldg Maintenance	57.96
Total BETTER LIVING DEPT. STORE			57.96
CAMPBELL SUPPLY CO. INC. 07/20/2023	2023-01-017	7710-04 · Truck Service	1,068.20
Total CAMPBELL SUPPLY CO. INC.			1,068.20
CENTRAL JERSEY SECURITY 07/20/2023	2023-02-014	7730-00 · Bldg Maintenance	165.00
Total CENTRAL JERSEY SECURITY			165.00
ELECTRONIC MEASUREMENT LABS, INC. 07/20/2023	2023-01-014	7710-05 · Equipment Testing	119.00
Total ELECTRONIC MEASUREMENT LABS, INC.			119.00
G C AUTOMOTIVE & PERFORMANCE 07/20/2023	2023-01-011	7710-04 · Truck Service	124.58
Total G C AUTOMOTIVE & PERFORMANCE			124.58
HALASZ ELECTRICAL CONTRACTORS, INC. 07/20/2023	2023-02-013	7730-00 · Bldg Maintenance	377.55
Total HALASZ ELECTRICAL CONTRACTORS, INC.			377.55
JCP&L 07/20/2023	2023-03-065	7600-00 · Utilities	592.09
Total JCP&L			592.09
MIDDLESEX COUNTY TREASURER 07/20/2023	2023-03-067	7710-02 · Fuel	338.20
Total MIDDLESEX COUNTY TREASURER			338.20
NETLINK WEB SERVICES, LLC 07/20/2023	2023-03-064	6500-01 · Office Supplies	199.00
Total NETLINK WEB SERVICES, LLC			199.00
NEW JERSEY FIRE EQUIPMENT CO. 07/20/2023	2023-01-015	7195-00 · Uniform & Equip(Firefig...	1,130.00
Total NEW JERSEY FIRE EQUIPMENT CO.			1,130.00
NJ AMERICAN WATER 07/20/2023	2023-03-071	7600-00 · Utilities	38.25
07/20/2023	2023-03-066	7200-00 · Hydrant Rental Dom W...	6,184.50
Total NJ AMERICAN WATER			6,222.75

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**Jamesburg Board of Fire Commissioners**  
**Accounts Payable Voucher List**  
 As of July 31, 2023

Date	Num	Account	Open Balance
NJIAAI 07/20/2023	2023-01-013	7500-03 · Training & Education	25.00
Total NJIAAI			25.00
PSE&G 07/20/2023	2023-03-069	7600-00 · Utilities	93.15
Total PSE&G			93.15
SANCHEZ LANDSCAPING, LLC 07/20/2023	2023-02-015	7730-00 · Bldg Maintenance	280.00
Total SANCHEZ LANDSCAPING, LLC			280.00
STANDARD WASTE SERVICES 07/20/2023	2023-03-068	7730-00 · Bldg Maintenance	156.62
Total STANDARD WASTE SERVICES			156.62
VERIZON 07/20/2023	2032-03-070	7600-00 · Utilities	614.59
Total VERIZON			614.59
W.B. MASON CO. INC. 07/20/2023	2023-03-072	6500-01 · Office Supplies	7.99
Total W.B. MASON CO. INC.			7.99
WITMER PUBLIC SAFETY GROUP 07/20/2023	2023-01-016	7900-02 · Matching Funds	1,548.00
Total WITMER PUBLIC SAFETY GROUP			1,548.00
<b>TOTAL</b>			<b>14,518.64</b>

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# Jamesburg Board of Fire Commissioners

## Monthly Check Register

July 2023

Date	Num	Name	Memo	Amount
<b>1106-00 - 1st Constitution</b>				
07/20/2023	9954	Action Uniform CO	Invoice # 51923	(177.00)
07/20/2023	9955	AIR & GAS TECHNOLO...	Invoice # 819676	(1,162.00)
07/20/2023	9956	AUTO KING PARTS & S...	Invoice # 810683	(59.96)
07/20/2023	9957	BETTER LIVING DEPT. ...	Inv # A585080	(57.96)
07/20/2023	9958	CAMPBELL SUPPLY CO...	Invoice #R101013888:01	(1,068.20)
07/20/2023	9959	CENTRAL JERSEY SEC...	Invoice #99479	(165.00)
07/20/2023	9960	ELECTRONIC MEASUR...	INV # 61635	(119.00)
07/20/2023	9961	G C AUTOMOTIVE & PE...	INV #29969	(124.58)
07/20/2023	9962	HALASZ ELECTRICAL C...	Invoice # 23-0310	(377.55)
07/20/2023	9963	MIDDLESEX COUNTY T...	Invoice # CV-13-5-23	(338.20)
07/20/2023	9964	NETLINK WEB SERVICE...	invoice #NWS3034	(199.00)
07/20/2023	9965	NEW JERSEY FIRE EQ...	Invoice # 70649,70145	(1,130.00)
07/20/2023	9966	NJIAAI	Class for John Walker	(25.00)
07/20/2023	9967	SANCHEZ LANDSCAPIN...	Invoice # 11457	(280.00)
07/20/2023	9968	STANDARD WASTE SE...	invoice #468651	(156.62)
07/20/2023	9969	W.B. MASON CO. INC.	Invoice #239242052	(7.99)
07/20/2023	9970	WITMER PUBLIC SAFET...	Invoice #INV239605, INV2494...	(1,548.00)
07/20/2023	online pay	JCP&L		(592.09)
07/20/2023	online pay	NJ AMERICAN WATER		(6,222.75)
07/20/2023	online pay	PSE&G		(93.15)
07/20/2023	online pay	VERIZON	invoice # 503100118681	(614.59)
Total 1106-00 - 1st Constitution				(14,518.64)
<b>TOTAL</b>				<b>(14,518.64)</b>

**BANK RECONCILIATION**

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

MONTH OF: **June-23**

NAME OF BANK: **PNC Bank**

PREPARED BY: **SR**

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

BALANCE FORWARD:	31-May-23	\$20,007.76	BAL. PER BANK STATEMENT	\$ 35,633.12
			AS OF: 30-Jun-23	
<b>ADD DEBITS:</b>			<b>ADD DEPOSITS IN TRANSIT:</b>	
Online Banking Transfer on 6/16/23	\$ 21,225.41			
Interest 6/30/2023	\$ 7.80			
<b>TOTAL DEBITS:</b>	\$ 21,233.21			
	<b>TOTAL</b>	\$ 41,240.97		
<b>LESS CREDITS:</b>			<b>TOTAL IN TRANSIT:</b>	\$ -
VOUCHER LIST - 06/15/2023	\$ 21,233.17			\$ 35,633.12
<b>ACCOUNT ANALYSIS FEE</b>	\$ -		<b>LESS CHECKS OUTSTANDING:</b>	
<b>TOTAL CREDITS:</b>	\$ 21,233.17		<b>TOTAL:</b>	\$ 15,625.32
<b>ENDING BANK BALANCE-Per G/L</b>	30-Jun-23	\$ 20,007.80	<b>BANK BALANCE-Per Reconciliation:</b>	\$ 20,007.80

50.00

NUMBER	AMOUNT	PAYEE NAME	DATE	P/O #
9926	8,125.00	Jamesburg Fire Dept	5/18/23	2023-03-045
9902	575.00	Pradcep Mathew	3/16/23	2023-03-024
9932	575.00	Pradcep Mathew	5/18/23	2023-03-046
9946	199.00	Netlink Webservice	6/15/23	
9942	6,151.32	Joseph Youssouf	6/15/23	
<b>TOTAL</b>	\$ 15,625.32			

**Jamesburg Board of Fire Commissioners**  
**Outstanding Checks**  
 January through June 2023

07/18/23

Type	Date	Num	Name	Account	Paid Amount
Bill Pmt -Che...	03/16/2023	9902	Pradeep Mathew	1106-00 · 1st Constitut...	
Bill	03/16/2023	2023-03-024		6100-01 · Commissione...	-575.00
TOTAL					-575.00
Bill Pmt -Che...	05/18/2023	9928	JAMESBURG VOL FIRE ...	1106-00 · 1st Constitut...	
Bill	05/18/2023	2023-03-045		7750-00 · Fire Comp. C...	-8,125.00
TOTAL					-8,125.00
Bill Pmt -Che...	05/18/2023	9932	Pradeep Mathew	1106-00 · 1st Constitut...	
Bill	05/18/2023	2023-03-046		6100-01 · Commissione...	-575.00
TOTAL					-575.00
Bill Pmt -Che...	06/15/2023	9942	JOSEPH D YOUSOUF, ...	1106-00 · 1st Constitut...	
Bill	06/15/2023	2023-03-063		6400-01 · Legal Fees	-6,151.32
TOTAL					-6,151.32
Bill Pmt -Che...	06/15/2023	9946	NETLINK WEB SERVICE...	1106-00 · 1st Constitut...	
Bill	06/15/2023	2023-03-062		6500-01 · Office Supplies	-199.00
TOTAL					-199.00