

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

Prepared By: S. Rampacek

Treasurer Report:

Date: 6/15/23

Reconciled balance brought forward in Lakeland Checking Acct from last meeting:	\$ 20,006.25
Deposits/Voided Checks since the last meeting (see Note 1):	\$ 38,089.06
Vouchers/Fees paid/Transfers since last meeting:	\$ (38,087.55)
Current Reconciled Balance Remaining in Lakeland Checking Account (Note 1):	\$ 20,007.76
Reconciled Lakeland Savings Balance brought forward from last meeting:	\$ 553,009.17
Withdrawals/Transfers to Checking:	\$ (38,081.30)
Deposits/Interest to Savings Account (see Note 4 & 5):	\$ 126,984.46
Current Reconciled Balance Remaining in Lakeland Savings Account:	\$ 641,912.33
MATCHES BALANCE IN BANK ONLINE	
GRAND TOTAL CASH ON HAND:	\$ 661,920.09
Total Dollar Amount of Current Month Voucher List to be Paid:	\$ 21,233.17

Notes 6/15/23 Report:

1) Payment of the current month's voucher list would result in a Lakeland Checking balance of \$ (1,225.41) therefore a transfer FROM Lakeland Savings \$ 21,225.41 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 \$7.76 on 5/31/2023. Also reflects interest earned in account ending 0827 in the amount of \$134.46 on 5/31/2023.

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	7,198.00	14,400.00	50.0%
6100-02 · Clerk Pay	0.00	1,300.00	0.0%
Total 6100-00 · Salary & Wages	7,198.00	15,700.00	45.8%
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%
Total 6400-00 · Professional Fees	6,151.32	31,000.00	19.8%
6400-05 · Election Expenses	1,842.17	4,000.00	46.1%
6500-00 · Office \Postage Exp			
6500-01 · Office Supplies	1,589.78	5,000.00	31.8%
6500-02 · Misc Supplies(petty cash)	0.00	200.00	0.0%
Total 6500-00 · Office \Postage Exp	1,589.78	5,200.00	30.6%
66900 · Reconciliation Discrepancies	(36.32)		
Total Expense	16,744.95	55,900.00	30.0%
Net Ordinary Income	(16,744.95)	(55,900.00)	30.0%
Other Income/Expense			
Other Expense			
7100-00 · Reimb for Exp & Losses			
7140-00 · Truck Equipment			
7140-01 · Fire Equipment	7,239.00	20,000.00	36.2%
Total 7140-00 · Truck Equipment	7,239.00	20,000.00	36.2%
7195-00 · Uniform & Equip(Firefighters)	0.00	20,000.00	0.0%
Total 7100-00 · Reimb for Exp & Losses	7,239.00	40,000.00	18.1%
7200-00 · Hydrant Rental Dom Water	24,795.95	75,000.00	33.1%
7400-00 · Insurance Premium	36,983.00	52,000.00	71.1%
7500-00 · Professional Services			
7500-03 · Training & Education	236.00	11,000.00	2.1%
Total 7500-00 · Professional Services	236.00	11,000.00	2.1%
7600-00 · Utilities	7,718.98	26,000.00	29.7%
7700-00 · Maint/Repairs			
7710-00 · Truck Service			
7710-01 · Radio Serv/Repair	1,265.00	10,000.00	12.7%
7710-02 · Fuel	1,133.34	5,000.00	22.7%
7710-04 · Truck Service	8,925.38	35,000.00	25.5%
7710-05 · Equipment Testing	126.77	12,000.00	1.1%
Total 7710-00 · Truck Service	11,450.49	62,000.00	18.5%
7720-00 · Air Pack & Bottle Repair	0.00	2,000.00	0.0%
7730-00 · Bldg Maintenance	8,003.43	41,000.00	19.5%
7740-00 · Bldg Supplies	186.70	1,000.00	18.7%
7750-00 · Fire Comp. Contract	16,250.00	32,500.00	50.0%
Total 7700-00 · Maint/Repairs	35,890.62	138,500.00	25.9%
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%
Total 7850-00 · LOSAP Program	20,618.64	19,000.00	108.5%
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	133,823.27	461,500.00	29.0%
Net Other Income	(133,823.27)	(461,500.00)	29.0%
Net Income	(150,568.22)	(517,400.00)	29.1%

06/14/23

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

Date	Num	Account	Open Balance
CAMPBELL SUPPLY CO. INC. 06/15/2023	2023-02-012	7710-04 · Truck Service	4,554.75
Total CAMPBELL SUPPLY CO. INC.			4,554.75
CENTRAL JERSEY SECURITY 06/15/2023	2023-01-008	7730-00 · Bldg Maintenance	165.00
Total CENTRAL JERSEY SECURITY			165.00
JOSEPH D YOUSSEUF, ESQUIRE 06/15/2023	2023-03-063	6400-01 · Legal Fees	6,151.32
Total JOSEPH D YOUSSEUF, ESQUIRE			6,151.32
Mid Atlantic Mechancial Inc 06/15/2023	23-04-002	7140-01 · Fire Equipment	3,200.00
Total Mid Atlantic Mechancial Inc			3,200.00
MIDDLESEX COUNTY FIRE ACADEMY 06/15/2023	2023-02-011	7500-03 · Training & Education	236.00
Total MIDDLESEX COUNTY FIRE ACADEMY			236.00
MIDDLESEX COUNTY TREASURER 06/15/2023	2023-03-056	7710-02 · Fuel	580.30
Total MIDDLESEX COUNTY TREASURER			580.30
NETLINK WEB SERVICES, LLC 06/15/2023	2023-03-062	6500-01 · Office Supplies	199.00
Total NETLINK WEB SERVICES, LLC			199.00
NEW JERSEY FIRE EQUIPMENT CO. 06/15/2023	23-04-001	7140-01 · Fire Equipment	3,185.00
Total NEW JERSEY FIRE EQUIPMENT CO.			3,185.00
NJ AMERICAN WATER 06/15/2023	2023-03-061	7200-00 · Hydrant Rental Dom W...	29.70
Total NJ AMERICAN WATER			29.70
PAL AUTOMOTIVE SPECIALTIES, INC. 06/15/2023	2023-02-010	7710-04 · Truck Service	514.73
Total PAL AUTOMOTIVE SPECIALTIES, INC.			514.73
PSE&G 06/15/2023	2023-03-057	7600-00 · Utilities	98.92
Total PSE&G			98.92
SANCHEZ LANDSCAPING, LLC 06/15/2023	2023-01-010	7730-00 · Bldg Maintenance	80.00
06/15/2023	2023-01-010	7730-00 · Bldg Maintenance	825.00
06/15/2023	2023-01-010	7730-00 · Bldg Maintenance	235.00
Total SANCHEZ LANDSCAPING, LLC			1,140.00
STANDARD WASTE SERVICES 06/15/2023	2023-03-058	7730-00 · Bldg Maintenance	156.62
Total STANDARD WASTE SERVICES			156.62
VERIZON 06/15/2023	2023-03-060	7600-00 · Utilities	614.60
Total VERIZON			614.60

06/14/23

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

<u>Date</u>	<u>Num</u>	<u>Account</u>	<u>Open Balance</u>
VIKING TERMITE & PEST CONTROL, INC. 06/15/2023	2023-01-009	7730-00 · Bldg Maintenance	230.49
Total VIKING TERMITE & PEST CONTROL, INC.			230.49
W.B. MASON CO. INC. 06/15/2023	2023-03-059	6500-01 · Office Supplies	176.74
Total W.B. MASON CO. INC.			176.74
TOTAL			21,233.17

Jamesburg Board of Fire Commissioners
Monthly Check Register
 June 2023

06/15/23

<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Amount</u>
1106-00 · 1st Constitution				
06/15/2023	9940	CAMPBELL SUPPLY CO...	Invoice # R101013768:01	(4,554.75)
06/15/2023	9941	CENTRAL JERSEY SEC...	Invoice # 99479	(165.00)
06/15/2023	9942	JOSEPH D YOUSOUF, ...	Invoice # 7704	(6,151.32)
06/15/2023	9943	Mid Atlantic Mechancial Inc	Invoice # 7719	(3,200.00)
06/15/2023	9944	MIDDLESEX COUNTY FI...	Invoice # 23-0501	(236.00)
06/15/2023	9945	MIDDLESEX COUNTY T...	March & April Fuel Invoice # C...	(580.30)
06/15/2023	9946	NETLINK WEB SERVICE...	Invoice #NWS3034	(199.00)
06/15/2023	9947	NEW JERSEY FIRE EQ...	Invoice # 70405	(3,185.00)
06/15/2023	9948	PAL AUTOMOTIVE SPE...	Invoice # 161585	(514.73)
06/15/2023	9949	SANCHEZ LANDSCAPIN...	Invoice #11184, 11194, 11233	(1,140.00)
06/15/2023	9950	STANDARD WASTE SE...	Invoice # 466076	(156.62)
06/15/2023	9951	VIKING TERMITE & PES...	INV# 18973776	(230.49)
06/15/2023	9952	W.B. MASON CO. INC.	Invoice # 238585883, 238608...	(176.74)
06/15/2023	online pay	NJ AMERICAN WATER	A/C # 1018-210028471827	(29.70)
06/15/2023	Online pay	PSE&G	Gas for building Invoice # 503...	(98.92)
06/15/2023	Online pay	VERIZON		(614.60)
Total 1106-00 · 1st Constitution				(21,233.17)
TOTAL				(21,233.17)

BANK RECONCILIATION

NAME OF CLIENT: JAMESBURG BOARD OF FIRE COMMISSIONERS

MONTH OF: May-23

NAME OF BANK: PNC Bank

PREPARED BY: SR

ACCOUNT #: 80-2874-0082

BALANCE FORWARD:	28-Apr-23	\$20,006.25	BAL. PER BANK STATEMENT	\$ 29,282.76
			AS OF: <u>31-May-23</u>	
ADD DEBITS:			ADD DEPOSITS IN TRANSIT:	
Online Banking Transfer on 5/25/23	\$ 38,081.30			
Interest 5/31/2023	\$ 7.76			
TOTAL DEBITS:	\$ 38,089.06			
	TOTAL	\$ 58,095.31		
LESS CREDITS:			TOTAL IN TRANSIT:	
VOUCHER LIST - 05/18/2023	\$ 38,087.55			\$ 29,282.76
ACCOUNT ANALYSIS FEE	\$ -		LESS CHECKS OUTSTANDING:	
			TOTAL:	\$ 9,275.00
TOTAL CREDITS:	\$ 38,087.55			
ENDING BANK BALANCE-Per G/L	31-May-23	\$ 20,007.76	BANK BALANCE-Per Reconciliation:	\$ 20,007.76

\$0.00

NUMBER	AMOUNT	PAYEE NAME	DATE	P/O #
9926	8,125.00	Jamesburg Fire Dept	5/18/23	2023-03-045
9902	575.00	Pradeep Mathew	3/16/23	2023-03-024
9932	575.00	Pradeep Mathew	5/18/23	2023-03-046
TOTAL	\$ 9,275.00			

06/14/23

Jamesburg Board of Fire Commissioners
Outstanding Checks
January through May 2023

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