

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

Prepared By: S. Rampacek

Treasurer Report:

Date: 3/16/23

Reconciled balance brought forward in <b>Lakeland Checking</b> Acct from last meeting:	\$ 20,006.96
Deposits/Voided Checks since the last meeting (see Note 1):	\$ 25,391.09
Vouchers/Fees paid/Transfers since last meeting:	\$ (25,391.37)
Current Reconciled Balance Remaining in Lakeland Checking Account (Note 1):	<b>\$ 20,006.68</b>
Reconciled <b>Lakeland Savings</b> Balance brought forward from last meeting:	\$ 510,267.41
Withdrawals/Transfers to Checking:	\$ (25,384.41)
Deposits/Interest to Savings Account (see Note 4 & 5):	\$ 95.77
Current Reconciled Balance Remaining in Lakeland Savings Account: <b>**MATCHES BALANCE IN BANK ONLINE**</b>	<b>\$ 484,978.77</b>
GRAND TOTAL CASH ON HAND:	<b>\$ 504,985.45</b>
Total Dollar Amount of Current Month Voucher List to be Paid:	<b>\$ 21,532.38</b>

**Notes 3/16/23 Report:**

1) Payment of the current month's voucher list would result in a Lakeland Checking balance of \$ (1,525.70) therefore a transfer FROM Lakeland Sav of \$ 21,525.70 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 \$6.68 on 2/28/2023. Also reflects interest earned in account ending 0827 in the amount of \$98.77 on 2/28/2023.

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	3,599.00	14,400.00	25.0%
6100-02 · Clerk Pay	0.00	1,300.00	0.0%
<b>Total 6100-00 · Salary &amp; Wages</b>	<b>3,599.00</b>	<b>15,700.00</b>	<b>22.9%</b>
6400-00 · Professional Fees			
6400-01 · Legal Fees	0.00	20,000.00	0.0%
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>0.00</b>	<b>31,000.00</b>	<b>0.0%</b>
6400-05 · Election Expenses	400.00	4,000.00	10.0%
6500-00 · Office \Postage Exp			
6500-01 · Office Supplies	612.98	5,000.00	12.3%
6500-02 · Misc Supplies(petty cash)	0.00	200.00	0.0%
<b>Total 6500-00 · Office \Postage Exp</b>	<b>612.98</b>	<b>5,200.00</b>	<b>11.8%</b>
66900 · Reconciliation Discrepancies	(36.32)		
<b>Total Expense</b>	<b>4,575.66</b>	<b>55,900.00</b>	<b>8.2%</b>
<b>Net Ordinary Income</b>	<b>(4,575.66)</b>	<b>(55,900.00)</b>	<b>8.2%</b>
<b>Other Income/Expense</b>			
<b>Other Expense</b>			
7100-00 · Reimb for Exp & Losses			
7140-00 · Truck Equipment			
7140-01 · Fire Equipment	854.00	20,000.00	4.3%
<b>Total 7140-00 · Truck Equipment</b>	<b>854.00</b>	<b>20,000.00</b>	<b>4.3%</b>
7195-00 · Uniform & Equip(Firefighters)	0.00	20,000.00	0.0%
<b>Total 7100-00 · Reimb for Exp &amp; Losses</b>	<b>854.00</b>	<b>40,000.00</b>	<b>2.1%</b>
7200-00 · Hydrant Rental Dom Water	12,369.00	75,000.00	16.5%
7400-00 · Insurance Premium	19,696.00	52,000.00	37.9%
7500-00 · Professional Services			
7500-03 · Training & Education	0.00	11,000.00	0.0%
<b>Total 7500-00 · Professional Services</b>	<b>0.00</b>	<b>11,000.00</b>	<b>0.0%</b>
7600-00 · Utilities	3,182.19	26,000.00	12.2%
7700-00 · Maint/Repairs			
7710-00 · Truck Service			
7710-01 · Radio Serv/Repair	735.00	10,000.00	7.4%
7710-02 · Fuel	0.00	5,000.00	0.0%
7710-04 · Truck Service	0.00	35,000.00	0.0%
7710-05 · Equipment Testing	126.77	12,000.00	1.1%
<b>Total 7710-00 · Truck Service</b>	<b>861.77</b>	<b>62,000.00</b>	<b>1.4%</b>
7720-00 · Air Pack & Bottle Repair	0.00	2,000.00	0.0%
7730-00 · Bldg Maintenance	3,728.83	41,000.00	9.1%
7740-00 · Bldg Supplies	0.00	1,000.00	0.0%
7750-00 · Fire Comp. Contract	8,125.00	32,500.00	25.0%
<b>Total 7700-00 · Maint/Repairs</b>	<b>12,715.60</b>	<b>138,500.00</b>	<b>9.2%</b>
7800-00 · Contingency	341.08	25,000.00	1.4%
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>
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>49,157.87</b>	<b>461,500.00</b>	<b>10.7%</b>
<b>Net Other Income</b>	<b>(49,157.87)</b>	<b>(461,500.00)</b>	<b>10.7%</b>
<b>Net Income</b>	<b>(53,733.53)</b>	<b>(517,400.00)</b>	<b>10.4%</b>

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

Date	Num	Account	Open Balance
<b>BETTER LIVING DEPT. STORE</b>			
03/16/2023	2023-02-005	7730-00 · Bldg Maintenance	26.26
03/16/2023	2023-02-005	7730-00 · Bldg Maintenance	5.28
03/16/2023	2023-02-005	7730-00 · Bldg Maintenance	8.94
03/16/2023	2023-02-005	7730-00 · Bldg Maintenance	5.96
Total BETTER LIVING DEPT. STORE			46.44
<b>BRIAN H. WRIGHT</b>			
03/16/2023	2023-03-029	6100-01 · Commissioners Pay	783.00
Total BRIAN H. WRIGHT			783.00
<b>DINA WALKER</b>			
03/16/2023	2023-03-026	6100-01 · Commissioners Pay	733.00
Total DINA WALKER			733.00
<b>EMERGENCY SERVICE MARKETING CORP</b>			
03/16/2023	2023-01-003	7710-01 · Radio Serv/Repair	735.00
Total EMERGENCY SERVICE MARKETING CORP			735.00
<b>GARY LUDAS</b>			
03/16/2023	2023-03-025	6400-05 · Election Expenses	150.00
Total GARY LUDAS			150.00
<b>JAMESBURG VOL FIRE DEPT</b>			
03/16/2023	2023-02-005	7750-00 · Fire Comp. Contract	8,125.00
Total JAMESBURG VOL FIRE DEPT			8,125.00
<b>JENNIE LUDAS</b>			
03/16/2023	2023-03-28	6400-05 · Election Expenses	150.00
Total JENNIE LUDAS			150.00
<b>NETLINK WEB SERVICES, LLC</b>			
03/16/2023	2023-03-022	6500-01 · Office Supplies	199.00
Total NETLINK WEB SERVICES, LLC			199.00
<b>NJ AMERICAN WATER</b>			
03/16/2023	2023-03-017	7200-00 · Hydrant Rental Dom W...	6,184.50
03/16/2023	2023-03-018	7600-00 · Utilities	28.09
Total NJ AMERICAN WATER			6,212.59
<b>Pradeep Mathew</b>			
03/16/2023	2023-03-024	6100-01 · Commissioners Pay	575.00
Total Pradeep Mathew			575.00
<b>PSE&amp;G</b>			
03/16/2023	2023-03-016	7600-00 · Utilities	590.63
Total PSE&G			590.63
<b>RUSTY ALLEN</b>			
03/16/2023	2023-03-021	6400-05 · Election Expenses	100.00
Total RUSTY ALLEN			100.00
<b>Salvatore Georgianna</b>			
03/16/2023	2023-03-024	6100-01 · Commissioners Pay	575.00
Total Salvatore Georgianna			575.00
<b>STANDARD WASTE SERVICES</b>			
03/16/2023	2023-03-020	7730-00 · Bldg Maintenance	156.62
Total STANDARD WASTE SERVICES			156.62

03/16/23

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

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<u>Date</u>	<u>Num</u>	<u>Account</u>	<u>Open Balance</u>
<b>STEPHANIE RAMPACEK</b> 03/16/2023	2023-03-023	6100-01 · Commissioners Pay	933.00
Total STEPHANIE RAMPACEK			933.00
<b>TEAM LIFE, INC.</b> 03/16/2023	2023-01-004	7140-01 · Fire Equipment	854.00
Total TEAM LIFE, INC.			854.00
<b>VERIZON</b> 03/16/2023	2023-03-019	7600-00 · Utilities	606.11
Total VERIZON			606.11
<b>W.B. MASON CO. INC.</b> 03/16/2023	2023-03-015	6500-01 · Office Supplies	7.99
Total W.B. MASON CO. INC.			7.99
<b>TOTAL</b>			<b>21,532.38</b>

**Jamesburg Board of Fire Commissioners**  
**Monthly Check Register**  
**March 2023**

03/16/23

<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Amount</u>
<b>1106-00 · 1st Constitution</b>				
03/16/2023	9894	BETTER LIVING DEPT. STORE	Inv # A571805, A571839,A571896,573833	(46.44)
03/16/2023	9895	BRIAN H. WRIGHT	1st Quarter Commissioners Fee 2023	(783.00)
03/16/2023	9896	DINA WALKER	1st Quarter Commissioners fee	(733.00)
03/16/2023	9897	EMergency Service Marketing Corp	Invoice # 23-10342	(735.00)
03/16/2023	9898	GARY LUDAS	Election 2023	(150.00)
03/16/2023	9899	JAMESBURG VOL FIRE DEPT	1st QUARTER 2023 VOLUNTEER CONT...	(8,125.00)
03/16/2023	9900	JENNIE LUDAS	election 2023	(150.00)
03/16/2023	9901	NETLINK WEB SERVICES, LLC	invoice #NWS2953	(199.00)
03/16/2023	9902	Pradeep Mathew	1st Quarter Fee 2023	(575.00)
03/16/2023	9903	RUSTY ALLEN	2023 ELECTION HELP	(100.00)
03/16/2023	9904	Salvatore Georgianna	1st quarter fee 2023	(575.00)
03/16/2023	9905	STANDARD WASTE SERVICES	Invoice # 456117	(156.62)
03/16/2023	9906	STEPHANIE RAMPACEK	1st Quarter Commissioners fee	(933.00)
03/16/2023	9907	TEAM LIFE, INC.	Invoice #39592	(854.00)
03/16/2023	9908	W.B. MASON CO. INC.	invoice#236458797	(7.99)
03/16/2023	Online Pay	NJ AMERICAN WATER		(6,212.59)
03/16/2023	Online Pay	PSE&G	invoice #503100113574	(590.63)
03/16/2023	Online Pay	VERIZON		(606.11)
Total 1106-00 · 1st Constitution				(21,532.38)
<b>TOTAL</b>				<b>(21,532.38)</b>

**BANK RECONCILIATION**

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

MONTH OF: **February-23**

NAME OF BANK: **PNC Bank**

PREPARED BY: **SR**

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

BALANCE FORWARD:	31-Jan-23	\$20,006.96	BAL. PER BANK STATEMENT	\$ 31,925.27
			AS OF: 28-Feb-23	
<b>ADD DEBITS:</b>			<b>ADD DEPOSITS IN TRANSIT:</b>	
Online Banking Transfer on 2/17/23	\$ 25,384.41			
Interest 2/28/2023	\$ 6.68			
<b>TOTAL DEBITS:</b>	\$ 25,391.09			
	<b>TOTAL</b>	\$ 45,398.05		
<b>LESS CREDITS:</b>			<b>TOTAL IN TRANSIT:</b>	
VOUCHER LIST - <del>1-15-23</del>	\$ 25,391.37			\$ 31,925.27
ACCOUNT ANALYSIS FEE	\$ -			
<b>TOTAL CREDITS:</b>	\$ 25,391.37		<b>LESS CHECKS OUTSTANDING:</b>	
<b>ENDING BANK BALANCE-Per G/L</b>	28-Feb-23	\$ 20,006.68	<b>TOTAL:</b>	\$ 11,918.59
			<b>BANK BALANCE-Per Reconciliation:</b>	\$ 20,006.68

\$0.00

NUMBER	AMOUNT	PAYEE NAME	DATE	P/O #
9856	4,811.00	Joseph Yousseff	12/15/22	2022-03-117
9888	199.00	Netlink	2/16/23	
9886	126.77	Michael Rampacck	2/16/23	
9887	597.32	Middlesex County Treasurer	2/16/23	
Online Pay	6,184.50	NJ American Water	2/16/23	
<b>TOTAL</b>	\$ 11,918.59			

**Jamesburg Board of Fire Commissioners**  
**Outstanding Checks**  
 January 2022 through February 2023

03/15/23

Type	Date	Num	Name	Account	Paid Amount
Bill Pmt -Che...	02/16/2023	Online Pay	NJ AMERICAN WATER	1106-00 · 1st Constitut...	
Bill	02/16/2023	2023-03-009		7200-00 · Hydrant Rent...	-6,184.50
TOTAL					-6,184.50
Bill Pmt -Che...	12/15/2022	9856	JOSEPH D YOUSOUF, ...	1106-00 · 1st Constitut...	
Bill	12/15/2022	2022-03-117		6400-01 · Legal Fees	-4,811.00
TOTAL					-4,811.00
Bill Pmt -Che...	02/16/2023	9886	MICHAEL RAMPACEK	1106-00 · 1st Constitut...	
Bill	02/16/2023	2023-01-002		7710-05 · Equipment Te...	-126.77
TOTAL					-126.77
Bill Pmt -Che...	02/16/2023	9887	MIDDLESEX COUNTY TR...	1106-00 · 1st Constitut...	
Bill	12/31/2022	2022-03-130		6400-05 · Election Expe...	-597.32
TOTAL					-597.32
Bill Pmt -Che...	02/16/2023	9888	NETLINK WEB SERVICE...	1106-00 · 1st Constitut...	
Bill	02/16/2023	2023-03-013		6500-01 · Office Supplies	-199.00
TOTAL					-199.00