

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

Prepared By: S. Rampacek

Treasurer Report:

Date: 5/18/23

Reconciled balance brought forward in Lakeland Checking Acct from last meeting:	\$ 20,005.54
Deposits/Voided Checks since the last meeting (see Note 1):	\$ 37,514.68
Vouchers/Fees paid/Transfers since last meeting:	\$ (37,513.97)
Current Reconciled Balance Remaining in Lakeland Checking Account (Note 1):	\$ 20,006.25
Reconciled Lakeland Savings Balance brought forward from last meeting:	\$ 484,978.77
Withdrawals/Transfers to Checking:	\$ (37,508.43)
Deposits/Interest to Savings Account (see Note 4 & 5):	\$ 112.46
Current Reconciled Balance Remaining in Lakeland Savings Account: **MATCHES BALANCE IN BANK ONLINE**	\$ 447,582.80
GRAND TOTAL CASH ON HAND:	\$ 467,589.05
Total Dollar Amount of Current Month Voucher List to be Paid:	\$ 38,087.55

Notes 5/18/23 Report:

1) Payment of the current month's voucher list would result in a Lakeland Checking balance of \$ (18,081.30) therefore a transfer FROM Lakeland Savings \$ 38,081.30 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 \$6.25 on 4/28/2023. Also reflects interest earned in account ending 0827 in the amount of \$112.46.07 on 4/28/2023.

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
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	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%
Total 6400-00 · Professional Fees	0.00	31,000.00	0.0%
6400-05 · Election Expenses	1,842.17	4,000.00	46.1%
6500-00 · Office \Postage Exp			
6500-01 · Office Supplies	1,214.04	5,000.00	24.3%
6500-02 · Misc Supplies(petty cash)	0.00	200.00	0.0%
Total 6500-00 · Office \Postage Exp	1,214.04	5,200.00	23.3%
66900 · Reconciliation Discrepancies	(36.32)		
Total Expense	10,217.89	55,900.00	18.3%
Net Ordinary Income	(10,217.89)	(55,900.00)	18.3%
Other Income/Expense			
Other Expense			
7100-00 · Reimb for Exp & Losses			
7140-00 · Truck Equipment			
7140-01 · Fire Equipment	854.00	20,000.00	4.3%
Total 7140-00 · Truck Equipment	854.00	20,000.00	4.3%
7195-00 · Uniform & Equip(Firefighters)	0.00	20,000.00	0.0%
Total 7100-00 · Reimb for Exp & Losses	854.00	40,000.00	2.1%
7200-00 · Hydrant Rental Dom Water	24,766.25	75,000.00	33.0%
7400-00 · Insurance Premium	36,983.00	52,000.00	71.1%
7500-00 · Professional Services			
7500-03 · Training & Education	0.00	11,000.00	0.0%
Total 7500-00 · Professional Services	0.00	11,000.00	0.0%
7600-00 · Utilities	7,005.46	26,000.00	26.9%
7700-00 · Maint/Repairs			
7710-00 · Truck Service			
7710-01 · Radio Serv/Repair	1,265.00	10,000.00	12.7%
7710-02 · Fuel	553.04	5,000.00	11.1%
7710-04 · Truck Service	3,855.90	35,000.00	11.0%
7710-05 · Equipment Testing	126.77	12,000.00	1.1%
Total 7710-00 · Truck Service	5,800.71	62,000.00	9.4%
7720-00 · Air Pack & Bottle Repair	0.00	2,000.00	0.0%
7730-00 · Bldg Maintenance	6,311.32	41,000.00	15.4%
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	28,548.73	138,500.00	20.6%
7800-00 · Contingency	341.08	25,000.00	1.4%
7850-00 · LOSAP Program			
7850-01 · LOSAP Program	20,818.64	19,000.00	108.5%
Total 7850-00 · LOSAP Program	20,818.64	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	119,117.16	461,500.00	25.8%
Net Other Income	(119,117.16)	(461,500.00)	25.8%
Net Income	(129,335.05)	(517,400.00)	25.0%

05/16/23

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

Date	Num	Account	Open Balance
BOROUGH OF JAMESBURG SEWER UTILITY			
05/18/2023	2023-03-055	7600-00 · Utilities	250.00
Total BOROUGH OF JAMESBURG SEWER UTILITY			250.00
BRIAN H. WRIGHT			
05/18/2023	2023-03-048	6100-01 · Commissioners Pay	783.00
Total BRIAN H. WRIGHT			783.00
DINA WALKER			
05/18/2023	2023-03-049	6100-01 · Commissioners Pay	733.00
Total DINA WALKER			733.00
FIRST RESPONDER JOINT INSURANCE FUND			
05/18/2023	2023-03-041	7400-00 · Insurance Premium	17,287.00
Total FIRST RESPONDER JOINT INSURANCE FUND			17,287.00
JAMESBURG VOL FIRE DEPT			
05/18/2023	2023-03-045	7750-00 · Fire Comp. Contract	8,125.00
Total JAMESBURG VOL FIRE DEPT			8,125.00
JCP&L			
05/18/2023	2023-03-056	7600-00 · Utilities	597.98
05/18/2023	2023-03-056	7600-00 · Utilities	488.43
Total JCP&L			1,086.41
NETLINK WEB SERVICES, LLC			
05/18/2023	2023-03-051	6500-01 · Office Supplies	199.00
Total NETLINK WEB SERVICES, LLC			199.00
NJ AMERICAN WATER			
05/18/2023	2023-03-042	7200-00 · Hydrant Rental Dom W...	6,184.50
05/18/2023	2023-03-054	7200-00 · Hydrant Rental Dom W...	28.25
Total NJ AMERICAN WATER			6,212.75
Pradeep Mathew			
05/18/2023	2023-03-046	6100-01 · Commissioners Pay	575.00
Total Pradeep Mathew			575.00
PSE&G			
05/18/2023	2023-03-044	7600-00 · Utilities	164.18
Total PSE&G			164.18
Salvatore Georgianna			
05/18/2023	2023-03-050	6100-01 · Commissioners Pay	575.00
Total Salvatore Georgianna			575.00
SANCHEZ LANDSCAPING, LLC			
05/18/2023	2023-02-009	7730-00 · Bldg Maintenance	385.00
Total SANCHEZ LANDSCAPING, LLC			385.00
STANDARD WASTE SERVICES			
05/18/2023	2023-03-052	7730-00 · Bldg Maintenance	156.62
Total STANDARD WASTE SERVICES			156.62
STEPHANIE RAMPACEK			
05/18/2023	2023-03-047	6100-01 · Commissioners Pay	933.00
Total STEPHANIE RAMPACEK			933.00

05/16/23

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

<u>Date</u>	<u>Num</u>	<u>Account</u>	<u>Open Balance</u>
VERIZON 05/18/2023	2023-03-053	7600-00 · Utilities	614.60
Total VERIZON			614.60
W.B. MASON CO. INC. 05/18/2023	2023-03-043	6500-01 · Office Supplies	7.99
Total W.B. MASON CO. INC.			7.99
TOTAL			38,087.55

05/16/23

Jamesburg Board of Fire Commissioners

Monthly Check Register

May 2023

Date	Num	Name	Memo	Amount
1106-00 · 1st Constitution				
05/18/2023	9924	BOROUGH OF JAMESB...	2nd Quarter Sewer usage	(250.00)
05/18/2023	9925	BRIAN H. WRIGHT	2nd Quarter Commissioners F...	(783.00)
05/18/2023	9926	DINA WALKER	2nd Quarter Commissioners F...	(733.00)
05/18/2023	9927	FIRST RESPONDER JOI...	2nd INSTALL- W/COMP, PK...	(17,287.00)
05/18/2023	9928	JAMESBURG VOL FIRE ...	2nd QUARTER 2023 VOLUN...	(8,125.00)
05/18/2023	9929	JCP&L		(1,086.41)
05/18/2023	9930	NETLINK WEB SERVICE...	Invoice # NWS3022	(199.00)
05/18/2023	9931	NJ AMERICAN WATER		(6,212.75)
05/18/2023	9932	Pradeep Mathew	2nd Quarter Fee 2023	(575.00)
05/18/2023	9933	PSE&G	Invoice #503100116265	(164.18)
05/18/2023	9934	Salvatore Georgianna	2nd Quarter Commissioners F...	(575.00)
05/18/2023	9935	SANCHEZ LANDSCAPIN...	invoice #10989,11010	(385.00)
05/18/2023	9936	STANDARD WASTE SE...	Invoice # 463490	(156.62)
05/18/2023	9937	STEPHANIE RAMPACEK	2nd Quarter Commissioners F...	(933.00)
05/18/2023	9938	VERIZON		(614.60)
05/18/2023	9939	W.B. MASON CO. INC.	invoice #237909210	(7.99)
Total 1106-00 · 1st Constitution				(38,087.55)
TOTAL				(38,087.55)

BANK RECONCILIATION

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

MONTH OF: **April-23**

NAME OF BANK: **PNC Bank**

PREPARED BY: **SR**

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

BALANCE FORWARD:	31-Mar-23	\$20,005.54	BAL. PER BANK STATEMENT	\$ 59,671.62
			AS OF:	28-Apr-23
ADD DEBITS:			ADD DEPOSITS IN TRANSIT:	
Online Banking Transfer on 4/26/23	\$ 37,508.43			
Interest 2/28/2023	\$ 6.25			
TOTAL DEBITS:	\$ 37,514.68			
	TOTAL	\$ 57,520.22		
LESS CREDITS:			TOTAL IN TRANSIT:	
VOUCHER LIST - 04/20/2023	\$ 37,513.97			\$ 59,671.62
ACCOUNT ANALYSIS FEE	\$ -		LESS CHECKS OUTSTANDING:	
TOTAL CREDITS:	\$ 37,513.97		TOTAL:	\$ 39,665.37
ENDING BANK BALANCE-Per G/L	28-Apr-23	\$ 20,006.25	BANK BALANCE-Per Reconciliation:	\$ 20,006.25

\$0.00

NUMBER	AMOUNT	PAYEE NAME	DATE	P/O #
9899	8,125.00	Jamesburg Fire Dept	3/16/23	2023-02-005
9902	575.00	Pardeep Mathew	3/16/23	2023-03-024
9916	199.00	Netlink	4/20/23	2023-03-032
9910	186.70	Circle Janitorial Supply South	4/20/23	2023-02-008
9914	600.25	JCP&L	4/20/23	2023-03-034
9915	1,995.21	Middlesex County Treasurer	4/20/23	2023-03-030
9917	6,229.46	NJ American Water	4/20/23	2023-03-035
9920	530.00	Tactical Public Safety	4/20/23	2023-01-005
9921	20,618.64	Valic	4/20/23	2023-03-040
9922	606.11	Verizon	4/20/23	2023-03-033
TOTAL	\$ 39,665.37			

Jamesburg Board of Fire Commissioners
Outstanding Checks
 January through April 2023

Type	Date	Num	Name	Account	Paid Amount
Bill Pmt -Check	03/16/2023	9899	JAMESBURG VOL FIRE DE...	1106-00 · 1st Constitution	
Bill	03/16/2023	2023-02-005		7750-00 · Fire Comp. Con...	-8,125.00
TOTAL					-8,125.00
Bill Pmt -Check	03/16/2023	9902	Pradeep Mathew	1106-00 · 1st Constitution	
Bill	03/16/2023	2023-03-024		6100-01 · Commissioners ...	-575.00
TOTAL					-575.00
Bill Pmt -Check	04/20/2023	9910	CIRCLE JANITORIAL SUPP...	1106-00 · 1st Constitution	
Bill	04/20/2023	2023-02-008		7740-00 · Bldg Supplies	-186.70
TOTAL					-186.70
Bill Pmt -Check	04/20/2023	9914	JCP&L	1106-00 · 1st Constitution	
Bill	04/20/2023	2023-03-034		7600-00 · Utilities	-600.25
TOTAL					-600.25
Bill Pmt -Check	04/20/2023	9915	MIDDLESEX COUNTY TRE...	1106-00 · 1st Constitution	
Bill	04/20/2023	2023-03-030		7710-02 · Fuel	-143.19
Bill	04/20/2023	2023-03-030		7710-02 · Fuel	-409.85
Bill	04/20/2023	2023-03-031		6400-05 · Election Expens...	-1,442.17
TOTAL					-1,995.21
Bill Pmt -Check	04/20/2023	9916	NETLINK WEB SERVICES, ...	1106-00 · 1st Constitution	
Bill	04/20/2023	2023-03-032		6500-01 · Office Supplies	-199.00
TOTAL					-199.00
Bill Pmt -Check	04/20/2023	9917	NJ AMERICAN WATER	1106-00 · 1st Constitution	
Bill	04/20/2023	2023-03-035		7600-00 · Utilities	-44.96
Bill	04/20/2023	2023-03-038		7200-00 · Hydrant Rental ...	-6,184.50
TOTAL					-6,229.46
Bill Pmt -Check	04/20/2023	9920	TACTICAL PUBLIC SAFET...	1106-00 · 1st Constitution	
Bill	04/20/2023	2023-01-005		7710-01 · Radio Serv/Rep...	-530.00
TOTAL					-530.00
Bill Pmt -Check	04/20/2023	9921	VALIC c/o CHASE BANK O...	1106-00 · 1st Constitution	
Bill	04/20/2023	2023-03-040		7850-01 · LOSAP Program	-20,618.64
TOTAL					-20,618.64
Bill Pmt -Check	04/20/2023	9922	VERIZON	1106-00 · 1st Constitution	
Bill	04/20/2023	2023-03-033		7600-00 · Utilities	-606.11
TOTAL					-606.11