

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

Prepared By: S. Rampacek

Treasurer Report:

Date: 9/21/23

Reconciled balance brought forward in <b>Lakeland Checking</b> Acct from last meeting:	\$ 20,006.75
Deposits/Voiced Checks since the last meeting (see Note 1):	\$ 37,807.41
Vouchers/Fees paid/Transfers since last meeting:	\$ (37,806.61)
Current Reconciled Balance Remaining in Lakeland Checking Account (Note 1):	\$ 20,007.55
Reconciled <b>Lakeland Savings</b> Balance brought forward from last meeting:	\$ 609,937.16
Withdrawals/Transfers to Checking:	\$ (37,799.86)
Deposits/Interest to Savings Account (see Note 4 & 5):	\$ 126,988.05
Current Reconciled Balance Remaining in Lakeland Savings Account: **MATCHES BALANCE IN BANK ONLINE**	\$ 699,125.35
GRAND TOTAL CASH ON HAND:	\$ 719,132.90
Total Dollar Amount of Current Month Voucher List to be Paid:	\$ 32,102.89

**Notes 9/21/23 Report:**

1) Payment of the current month's voucher list would result in a Lakeland Checking balance of \$ (12,095.34) therefore a transfer FROM Lakeland Savings \$ 32,095.34 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 \$7.55 on 8/31/2023. Also reflects interest earned in account ending 0827 in the amount of \$138.05 on 8/31/2023.

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
<b>Ordinary Income/Expense</b>			
<b>Expense</b>			
6100-00 · Salary & Wages			
6100-01 · Commissioners Pay	10,797.00	14,400.00	75.0%
6100-02 · Clerk Pay	0.00	1,300.00	0.0%
<b>Total 6100-00 · Salary &amp; Wages</b>	<b>10,797.00</b>	<b>15,700.00</b>	<b>68.8%</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	150.00	1,000.00	15.0%
<b>Total 6400-00 · Professional Fees</b>	<b>6,301.32</b>	<b>31,000.00</b>	<b>20.3%</b>
6400-05 · Election Expenses	1,842.17	4,000.00	46.1%
6500-00 · Office \Postage Exp			
6500-01 · Office Supplies	2,210.75	5,000.00	44.2%
6500-02 · Misc Supplies(petty cash)	0.00	200.00	0.0%
<b>Total 6500-00 · Office \Postage Exp</b>	<b>2,210.75</b>	<b>5,200.00</b>	<b>42.5%</b>
66900 · Reconciliation Discrepancies	(36.35)		
<b>Total Expense</b>	<b>21,114.89</b>	<b>55,900.00</b>	<b>37.8%</b>
<b>Net Ordinary Income</b>	<b>(21,114.89)</b>	<b>(55,900.00)</b>	<b>37.8%</b>
<b>Other Income/Expense</b>			
<b>Other Expense</b>			
7100-00 · Reimb for Exp & Losses			
7140-00 · Truck Equipment			
7140-01 · Fire Equipment	12,578.98	20,000.00	62.9%
<b>Total 7140-00 · Truck Equipment</b>	<b>12,578.98</b>	<b>20,000.00</b>	<b>62.9%</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>13,885.98</b>	<b>40,000.00</b>	<b>34.7%</b>
7200-00 · Hydrant Rental Dom Water	43,349.45	75,000.00	57.8%
7400-00 · Insurance Premium	54,270.00	52,000.00	104.4%
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	13,448.25	26,000.00	51.7%
7700-00 · Maint/Repairs			
7710-00 · Truck Service			
7710-01 · Radio Serv/Repair	4,359.20	10,000.00	43.6%
7710-02 · Fuel	2,284.12	5,000.00	45.7%
7710-04 · Truck Service	12,561.32	35,000.00	35.9%
7710-05 · Equipment Testing	1,843.05	12,000.00	15.4%
<b>Total 7710-00 · Truck Service</b>	<b>21,047.69</b>	<b>62,000.00</b>	<b>33.9%</b>
7720-00 · Air Pack & Bottle Repair	0.00	2,000.00	0.0%
7730-00 · Bldg Maintenance	11,601.65	41,000.00	28.3%
7740-00 · Bldg Supplies	188.70	1,000.00	18.7%
7750-00 · Fire Comp. Contract	24,375.00	32,500.00	75.0%
<b>Total 7700-00 · Maint/Repairs</b>	<b>57,211.04</b>	<b>138,500.00</b>	<b>41.3%</b>
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%
<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>213,881.44</b>	<b>461,500.00</b>	<b>46.3%</b>
<b>Net Other Income</b>	<b>(213,881.44)</b>	<b>(461,500.00)</b>	<b>46.3%</b>
<b>Net Income</b>	<b>(234,996.33)</b>	<b>(517,400.00)</b>	<b>45.4%</b>

09/20/23

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

Date	Num	Account	Open Balance
<b>ALL HANDS FIRE EQUIPMENT, LLC</b> 09/21/2023	2023-01-023	7140-01 · Fire Equipment	234.95
Total ALL HANDS FIRE EQUIPMENT, LLC			234.95
<b>AUTO KING PARTS &amp; SUPPLIES</b> 09/21/2023	2023-01-028	7140-01 · Fire Equipment	42.99
Total AUTO KING PARTS & SUPPLIES			42.99
<b>BETTER LIVING DEPT. STORE</b> 09/21/2023	2023-02-022	7730-00 · Bldg Maintenance	95.38
Total BETTER LIVING DEPT. STORE			95.38
<b>CENTRAL JERSEY FAMILY MEDICAL GROUP</b> 09/21/2023	2023-01-022	6400-04 · Medical Services	150.00
Total CENTRAL JERSEY FAMILY MEDICAL GROUP			150.00
<b>CENTRAL JERSEY SECURITY</b> 09/21/2023	2023-02-020	7730-00 · Bldg Maintenance	165.00
Total CENTRAL JERSEY SECURITY			165.00
<b>FIREFIGHTER ONE, LLC</b> 09/21/2023	2023-01-024	7140-01 · Fire Equipment	120.00
Total FIREFIGHTER ONE, LLC			120.00
<b>FIRST RESPONDER JOINT INSURANCE FUND</b> 09/21/2023	2023-03-097	7400-00 · Insurance Premium	17,287.00
Total FIRST RESPONDER JOINT INSURANCE FUND			17,287.00
<b>GEORGE LOGAN TOWING, INC.</b> 09/21/2023	2023-01-025	7730-00 · Bldg Maintenance	1,050.00
Total GEORGE LOGAN TOWING, INC.			1,050.00
<b>JCP&amp;L</b> 09/21/2023	2023-03-089	7600-00 · Utilities	659.87
09/21/2023	2023-03-089	7600-00 · Utilities	697.74
Total JCP&L			1,357.61
<b>JOHN A WALKER JR.</b> 09/21/2023	2023-03-098	7730-00 · Bldg Maintenance	159.83
Total JOHN A WALKER JR.			159.83
<b>MAIN ELECTRIC SUPPLY CO., INC.</b> 09/21/2023	2023-01-026	7730-00 · Bldg Maintenance	39.05
09/21/2023	2023-01-027	7730-00 · Bldg Maintenance	41.65
Total MAIN ELECTRIC SUPPLY CO., INC.			80.70
<b>MIDDLESEX COUNTY TREASURER</b> 09/21/2023	2023-03-099	7710-02 · Fuel	362.88
09/21/2023	2023-03-099	7710-02 · Fuel	149.72
Total MIDDLESEX COUNTY TREASURER			512.60
<b>Milspray</b> 09/21/2023	23-07-001	7710-04 · Truck Service	2,323.20
Total Milspray			2,323.20
<b>NETLINK WEB SERVICES, LLC</b> 09/21/2023	2023-03-095	6500-01 · Office Supplies	199.00
Total NETLINK WEB SERVICES, LLC			199.00

Michael Rampacek  
9/21/2023

2023-01-029 7140-01 Fire Equipment. 92.00

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

Date	Num	Account	Open Balance
<b>NETLINK WEB SERVICES, LLC</b>			
09/21/2023	2023-03-095	6500-01 · Office Supplies	199.00
Total NETLINK WEB SERVICES, LLC			199.00
<b>NJ AMERICAN WATER</b>			
09/21/2023	2023-03-092	7600-00 · Utilities	38.79
09/21/2023	2023-03-093	7200-00 · Hydrant Rental Dom W...	6,184.50
Total NJ AMERICAN WATER			6,223.29
<b>NJ MOTOR VEHICLE SERVICES</b>			
09/21/2023	2023-03-100	7710-04 · Truck Service	60.00
Total NJ MOTOR VEHICLE SERVICES			60.00
<b>PSE&amp;G</b>			
09/21/2023	2023-03-094	7600-00 · Utilities	90.48
Total PSE&G			90.48
<b>SANCHEZ LANDSCAPING, LLC</b>			
09/21/2023	2023-02-021	7730-00 · Bldg Maintenance	235.00
Total SANCHEZ LANDSCAPING, LLC			235.00
<b>STANDARD WASTE SERVICES</b>			
09/21/2023	2023-03-091	7730-00 · Bldg Maintenance	156.62
Total STANDARD WASTE SERVICES			156.62
<b>VERIZON</b>			
09/21/2023	2023-03-090	7600-00 · Utilities	614.38
09/21/2023	2023-03-090	7600-00 · Utilities	614.38
Total VERIZON			1,228.76
<b>VIKING TERMITE &amp; PEST CONTROL, INC.</b>			
09/21/2023	2023-02-019	7730-00 · Bldg Maintenance	230.49
Total VIKING TERMITE & PEST CONTROL, INC.			230.49
<b>W.B. MASON CO. INC.</b>			
09/21/2023	2023-03-096	6500-01 · Office Supplies	7.99
Total W.B. MASON CO. INC.			7.99
<b>TOTAL</b>			<b>32,102.89</b>

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

Date	Num	Name	Memo	Amount
<b>1106-00 · 1st Constitution</b>				
09/20/2023	9990	ALL HANDS FIRE EQUIPMENT, LLC	Invoice # INV19345	(234.95)
09/20/2023	9991	AUTO KING PARTS & SUPPLIES	Invoice # 815963	(42.99)
09/20/2023	9992	BETTER LIVING DEPT. STORE	Inv # A587696	(95.38)
09/20/2023	9993	CENTRAL JERSEY FAMILY MEDIC...	account# 234832	(150.00)
09/20/2023	9994	CENTRAL JERSEY SECURITY	invoice # 100692	(165.00)
09/20/2023	9995	FIREFIGHTER ONE, LLC	Invoice # SI-0051896	(120.00)
09/20/2023	9996	FIRST RESPONDER JOINT INSURA...	3rd INSTALL- W/COMP, PKG...	(17,287.00)
09/20/2023	9997	GEORGE LOGAN TOWING, INC.	INV# B08112023	(1,050.00)
09/20/2023	9998	JOHN A WALKER JR.	Invoice # INV218551561	(159.83)
09/20/2023	9999	MAIN ELECTRIC SUPPLY CO., INC.		(80.70)
09/20/2023	10000	MICHAEL RAMPACEK		(92.00)
09/20/2023	10002	MIDDLESEX COUNTY TREASURER	Invoice # CV-13-7-23, CV-13-...	(512.60)
09/20/2023	10003	Milspray	Invoice # 30555	(2,323.20)
09/20/2023	10006	NETLINK WEB SERVICES, LLC	Invoice # NWS3072	(199.00)
09/20/2023	10007	SANCHEZ LANDSCAPING, LLC	Invoice # 11872	(235.00)
09/20/2023	10008	STANDARD WASTE SERVICES	Invoice # 473655	(156.62)
09/20/2023	10009	VIKING TERMITE & PEST CONTRO...	INV# 1898144	(230.49)
09/20/2023	10010	W.B. MASON CO. INC.	Invoice # 239878165	(7.99)
09/20/2023	online pay	JCP&L		(1,357.61)
09/20/2023	online pay	NJ AMERICAN WATER		(6,223.29)
09/20/2023	9989	NJ MOTOR VEHICLE SERVICES	boat trailer registration	(60.00)
09/20/2023	online pay	PSE&G	Invoice # 503100121266	(90.48)
09/20/2023	online pay	VERIZON		(1,228.76)
Total 1106-00 · 1st Constitution				(32,102.89)
<b>TOTAL</b>				<b>(32,102.89)</b>

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

09/19/23

Type	Date	Num	Name	Account	Paid Amount
Bill Pmt -Che...	07/20/2023	9966	NJIAAI	1106-00 · 1st Constitut...	
Bill	07/20/2023	2023-01-013		7500-03 · Training & Ed...	-25.00
TOTAL					-25.00
Bill Pmt -Che...	08/17/2023	9978	JAMESBURG VOL FIRE ...	1106-00 · 1st Constitut...	
Bill	08/17/2023	2023-03-082		7750-00 · Fire Comp. C...	-8,125.00
TOTAL					-8,125.00
Bill Pmt -Che...	08/17/2023	9980	NETLINK WEB SERVICE...	1106-00 · 1st Constitut...	
Bill	08/17/2023	2023-03-073		6500-01 · Office Supplies	-199.00
TOTAL					-199.00
Bill Pmt -Che...	08/17/2023	9982	Pradeep Mathew	1106-00 · 1st Constitut...	
Bill	08/17/2023	2023-03-083		6100-01 · Commissione...	-575.00
TOTAL					-575.00

**BANK RECONCILIATION**

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

MONTH OF: **August-23**

NAME OF BANK: **PNC Bank**

PREPARED BY: **SR**

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

BALANCE FORWARD:	30-Jul-23	\$20,006.75	BAL. PER BANK STATEMENT	\$ 28,931.58
			AS OF:	31-Aug-23
ADD DEBITS:			ADD DEPOSITS IN TRANSIT:	
Online Banking Transfer on 8/18/23	\$ 37,799.86			
Interest 8/31/2023	\$ 7.55			
TOTAL DEBITS:	\$ 37,807.41			
	TOTAL	\$ 57,814.16		
LESS CREDITS:			TOTAL IN TRANSIT:	
VOUCHER LIST - 08/18/2023	\$ 37,806.61			\$ 28,931.58
ACCOUNT ANALYSIS FEE	\$ -		LESS CHECKS OUTSTANDING:	
			TOTAL:	\$ 8,924.00
TOTAL CREDITS:	\$ 37,806.61			
ENDING BANK BALANCE-Per G/L	31-Jul-23	\$ 20,007.55	BANK BALANCE-Per Reconciliation:	\$ 20,007.58

\$ (0.03)

NUMBER	AMOUNT	PAYEE NAME	DATE	P/O #
9978	8,125.00	Jamesburg Fire Dept	8/17/23	2023-03-082
9966	25.00	NJIAAI	7/20/23	2023-01-013
9980	199.00	Netlink	8/17/23	2023-03-073
9982	575.00	Pradeep Mathew	8/17/23	2023-03-083
TOTAL	\$ 8,924.00			