

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

Prepared By: S. Rampacek

Treasurer Report:

Date: 2/15/24

Reconciled balance brought forward in <b>Lakeland Checking</b> Acct from last meeting:	\$ 20,006.54
Deposits/Voided Checks since the last meeting (see Note 1):	\$ 7.93
Vouchers/Fees paid/Transfers since last meeting:	\$ (59,102.64)
Current Reconciled Balance Remaining in Lakeland Checking Account (Note 1):	\$ (39,088.17)
Reconciled <b>Lakeland Savings</b> Balance brought forward from last meeting:	\$ 678,911.55
Withdrawals/Transfers to Checking:	\$ -
Deposits/Interest to Savings Account (see Note 4 & 5):	\$ 153.45
Current Reconciled Balance Remaining in Lakeland Savings Account: <b>**MATCHES BALANCE IN BANK ONLINE**</b>	\$ 679,065.00
GRAND TOTAL CASH ON HAND:	\$ 639,976.83
Total Dollar Amount of Current Month Voucher List to be Paid:	\$ 51,581.02

**Notes 2/15/24 Report:**

1) Payment of the current month's voucher list would result in a Lakeland Checking balance of \$ (90,669.19) therefore a transfer FROM Lakeland Sav c \$ 110,669.19 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 \$7.93 on 1/30/2024. Also reflects interest earned in account ending 0827 in the amount of \$153.45 on 1/30/2024.

5) Fire Tax Checks are due from the Borough within 30 days following the March, May, August, and November commissioner meetings.

6) Voided check for Robinhood Check # 10085 and reissued check number # 10088 total \$400.00 due to never received wrong address

Jamesburg Board of Fire Commissioners  
 Budgeted Appropriations vs. Actual  
 January through December 2023

# 2023

Ordinary Income/Expense	Jan - Dec 23	Budget	% of Budget
<b>Expense</b>			
6100-00 - Salary & Wages			
6100-01 - Commissioners Pay	14,396.00	14,400.00	100.0%
6100-02 - Clerk Pay	0.00	1,300.00	0.0%
<b>Total 6100-00 - Salary &amp; Wages</b>	<b>14,396.00</b>	<b>15,700.00</b>	<b>91.7%</b>
6400-00 - Professional Fees			
6400-01 - Legal Fees	12,809.32	20,000.00	63.0%
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>12,759.32</b>	<b>31,000.00</b>	<b>41.2%</b>
6400-05 - Election Expenses	2,800.58	4,000.00	65.0%
6500-00 - Office (Postage Exp			
6500-01 - Office Supplies	4,830.39	5,000.00	96.6%
6500-02 - Misc Supplies(petty cash)	0.00	200.00	0.0%
<b>Total 6500-00 - Office (Postage Exp</b>	<b>4,830.39</b>	<b>5,200.00</b>	<b>92.9%</b>
65900 - Reconciliation Discrepancies	(36.35)		
<b>Total Expense</b>	<b>34,549.92</b>	<b>55,900.00</b>	<b>61.8%</b>
<b>Net Ordinary Income</b>	<b>(34,549.92)</b>	<b>(55,900.00)</b>	<b>61.8%</b>
<b>Other Income/Expense</b>			
<b>Other Expense</b>			
7100-00 - Reimb for Exp & Losses			
7140-00 - Truck Equipment			
7140-01 - Fire Equipment	16,274.90	20,000.00	81.4%
<b>Total 7140-00 - Truck Equipment</b>	<b>16,274.90</b>	<b>20,000.00</b>	<b>81.4%</b>
7100-03 - Materials & Equip(Firefighters)	16,488.16	20,000.00	82.4%
<b>Total 7100-00 - Reimb for Exp &amp; Losses</b>	<b>32,763.06</b>	<b>40,000.00</b>	<b>81.9%</b>
7200-00 - Hydrant Rental Dom Water	74,271.95	75,000.00	99.0%
7400-00 - Insurance Premium	54,270.00	52,000.00	104.4%
7500-00 - Professional Services			
7500-03 - Training & Education	6,465.44	11,000.00	58.8%
<b>Total 7500-00 - Professional Services</b>	<b>6,465.44</b>	<b>11,000.00</b>	<b>58.8%</b>
7600-00 - Utilities	20,093.07	26,000.00	77.1%
7700-00 - Maint/Repairs			
7710-00 - Truck Service			
7710-01 - Radio Serv/Repair	14,598.12	10,000.00	146.0%
7710-02 - Fuel	3,542.32	5,000.00	70.8%
7710-04 - Truck Service	50,374.21	35,000.00	143.9%
7710-05 - Equipment Testing	11,033.90	12,000.00	91.9%
<b>Total 7710-00 - Truck Service</b>	<b>79,548.45</b>	<b>62,000.00</b>	<b>128.3%</b>
7720-00 - Air Pack & Bottle Repair	2,437.89	2,000.00	121.9%
7730-00 - Bldg Maintenance	33,424.27	41,000.00	81.5%
7740-00 - Bldg Supplies	459.00	1,000.00	45.9%
7750-00 - Fire Comp. Contract	52,500.00	52,500.00	100.0%
<b>Total 7700-00 - Maint/Repairs</b>	<b>148,369.61</b>	<b>138,500.00</b>	<b>107.1%</b>
7800-00 - Contingency	35,410.00	25,000.00	141.6%
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>		
8000-00 - Capital - Radios & Air Filling	0.00	35,000.00	0.0%
8400-00 - Capital Projects	0.00	40,000.00	0.0%
<b>Total Other Expense</b>	<b>393,785.85</b>	<b>461,500.00</b>	<b>85.3%</b>
<b>Net Other Income</b>	<b>(393,785.85)</b>	<b>(461,500.00)</b>	<b>85.3%</b>
<b>Net Income</b>	<b>(428,335.77)</b>	<b>(517,400.00)</b>	<b>82.8%</b>

# 2023

## Jamesburg Board of Fire Commissioners Accounts Payable Voucher List As of February 29, 2024

02/14/24

Date	Num	Account	Open Balance
BETTER LIVING DEPT. STORE 12/31/2023	2023-02-045	7730-00 - Bldg Maintenance	548.26
Total BETTER LIVING DEPT. STORE			548.26
CAMPBELL SUPPLY CO. INC. 12/31/2023	23-01-055	7710-04 - Truck Service	19,540.92
Total CAMPBELL SUPPLY CO. INC.			19,540.92
carpet on wheels 12/31/2023	2023-02-044	7730-00 - Bldg Maintenance	1,020.00
Total carpet on wheels			1,020.00
CIRCLE JANITORIAL SUPPLIES, SOUTH 12/31/2023	2023-01-046	7740-00 - Bldg Supplies	109.70
Total CIRCLE JANITORIAL SUPPLIES, SOUTH			109.70
CONTINENTAL FIRE & SAFETY, INC 12/31/2023	23-12-002	7730-00 - Bldg Maintenance	2,590.00
Total CONTINENTAL FIRE & SAFETY, INC			2,590.00
Robin Hood Cleaning 12/31/2023	2023-02-044	7730-00 - Bldg Maintenance	100.00
Total Robin Hood Cleaning			100.00
SKYLANDS AREA FIRE EQUIPMENT & TRAINING, 12/31/2023	23-09003	7195-00 - Uniform & Equip(Firefighters)	13,341.36
12/31/2023	23-11-001	7195-00 - Uniform & Equip(Firefighters)	1,687.00
Total SKYLANDS AREA FIRE EQUIPMENT & TRAINING,			15,028.36
The Language Center 12/31/2023	2023-03-141	6400-05 - Election Expenses	250.00
Total The Language Center			250.00
TOTAL			39,087.24

**Check Reversed From Jan, 2024**

Jamesburg Board of Fire Commissioners  
Budgeted Appropriations vs. Actual  
January through December 2024

2024

	Jan - Dec 24	Budget	% of Budget
<b>Ordinary Income/Expense</b>			
<b>Expense</b>			
6100-00 - Salary & Wages			
6100-01 - Commissioners Pay	0.00	14,400.00	0.0%
6100-02 - Clerk Pay	0.00	1,300.00	0.0%
<b>Total 6100-00 - Salary &amp; Wages</b>	<b>0.00</b>	<b>15,700.00</b>	<b>0.0%</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>
6406-05 - Election Expenses	0.00	4,000.00	0.0%
6500-00 - Office \Postage Exp			
6500-01 - Office Supplies	405.99	5,000.00	8.1%
6500-02 - Misc Supplies(jetty, cash)	0.00	200.00	0.0%
<b>Total 6500-00 - Office \Postage Exp</b>	<b>405.99</b>	<b>5,200.00</b>	<b>7.8%</b>
<b>Total Expense</b>	<b>405.99</b>	<b>55,900.00</b>	<b>0.7%</b>
<b>Net Ordinary Income</b>	<b>(405.99)</b>	<b>(55,900.00)</b>	<b>0.7%</b>
<b>Other Income/Expense</b>			
<b>Other Expense</b>			
7100-00 - Reimb for Exp & Losses			
7140-00 - Truck Equipment			
7140-01 - Fire Equipment	0.00	20,000.00	0.0%
<b>Total 7140-00 - Truck Equipment</b>	<b>0.00</b>	<b>20,000.00</b>	<b>0.0%</b>
7195-00 - Uniform & Equip(Firefighters)	1,899.07	20,000.00	9.5%
<b>Total 7100-00 - Reimb for Exp &amp; Losses</b>	<b>1,899.07</b>	<b>40,000.00</b>	<b>4.7%</b>
7200-00 - Hydrant Rental Dom Water	6,184.50	75,000.00	8.2%
7400-00 - Insurance Premium	21,239.00	56,000.00	37.9%
7500-00 - Professional Services			
7500-03 - Training & Education	236.00	11,000.00	2.1%
<b>Total 7500-00 - Professional Services</b>	<b>236.00</b>	<b>11,000.00</b>	<b>2.1%</b>
7600-00 - Utilities	1,841.41	26,000.00	7.1%
7700-00 - Maint/Repairs			
7710-00 - Truck Service			
7710-01 - Radio Serv/Repair	0.00	10,000.00	0.0%
7710-02 - Fuel	0.00	5,000.00	0.0%
7710-04 - Truck Service	0.00	35,000.00	0.0%
7710-05 - Equipment Tooling	155.98	13,200.00	1.2%
<b>Total 7710-00 - Truck Service</b>	<b>155.98</b>	<b>63,200.00</b>	<b>0.2%</b>
7720-00 - Air Pack & Bottle Repair	0.00	2,000.00	0.0%
7730-00 - Bldg Maintenance	942.17	42,200.00	2.2%
7740-00 - Bldg Supplies	0.00	1,000.00	0.0%
7750-00 - Fire Comp. Contract	0.00	32,500.00	0.0%
<b>Total 7700-00 - Maint/Repairs</b>	<b>1,098.15</b>	<b>140,900.00</b>	<b>0.8%</b>
7800-00 - Contingency	0.00	25,000.00	0.0%
7850-00 - LOSAP Program			
7850-01 - LOSAP Program	0.00	22,000.00	0.0%
<b>Total 7850-00 - LOSAP Program</b>	<b>0.00</b>	<b>22,000.00</b>	<b>0.0%</b>

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3/27/24

Accrual Basis

Jamesburg Board of Fire Commissioners  
**Budgeted Appropriations vs. Actual**  
January through December 2024

2024

	Jan - Dec 24	Budget	% of Budget
9300-00 - Capital - Radios & Air Filling	0.00	35,000.00	0.0%
9400-00 - Capital Projects	0.00	40,648.00	0.0%
<b>Total Other Expense</b>	<b>32,498.13</b>	<b>471,848.00</b>	<b>6.9%</b>
<b>Net Other Income</b>	<b>(32,498.13)</b>	<b>(471,848.00)</b>	<b>6.9%</b>
<b>Net Income</b>	<b>(32,904.12)</b>	<b>(527,748.00)</b>	<b>6.2%</b>

02/14/24

Jamesburg Board of Fire Commissioners  
Accounts Payable Voucher List  
As of February 29, 2024

2024

Date	Num	Account	Open Balance
Christopher Rampacek 02/15/2024	2024-01-002	7710-05 - Equipment Testing	155.98
Total Christopher Rampacek			155.98
JCP&L 02/15/2024	2024-03-011	7600-00 - Utilities	550.43
Total JCP&L			550.43
MC MASTER-CARR SUPPLY CO. 02/15/2024	2024-01-004	7195-00 - Uniform & Equip(Firefighters)	511.07
Total MC MASTER-CARR SUPPLY CO.			511.07
MIDDLESEX COUNTY FIRE ACADEMY 02/15/2024	2024-01-003	7500-03 - Training & Education	236.00
Total MIDDLESEX COUNTY FIRE ACADEMY			236.00
MIDDLESEX COUNTY TREASURER 02/15/2024	2024-03-006	7710-02 - Fuel	382.95
Total MIDDLESEX COUNTY TREASURER			382.95
NETLINK WEB SERVICES, LLC 02/15/2024	2024-03-008	6500-01 - Office Supplies	199.00
Total NETLINK WEB SERVICES, LLC			199.00
NEW JERSEY FIRE EQUIPMENT CO. 02/15/2024	2024-01-005	7195-00 - Uniform & Equip(Firefighters)	800.00
Total NEW JERSEY FIRE EQUIPMENT CO.			800.00
NJ AMERICAN WATER 02/15/2024	2024-03-009	7200-00 - Hydrant Rental Dom Water	6,184.50
Total NJ AMERICAN WATER			6,184.50
OLIVER L.E. SODEN AGENCY 02/15/2024	2024-03-005	7400-00 - Insurance Premium	2,409.00
Total OLIVER L.E. SODEN AGENCY			2,409.00
PSE&G 02/15/2024	2024-03-010	7600-00 - Utilities	683.19
Total PSE&G			683.19
SANCHEZ LANDSCAPING, LLC 02/15/2024	2024-02-002	7730-00 - Bldg Maintenance	600.00
Total SANCHEZ LANDSCAPING, LLC			600.00
STANDARD WASTE SERVICES 02/15/2024	2024-03-012	7730-00 - Bldg Maintenance	156.62
Total STANDARD WASTE SERVICES			156.62
W.B. MASON CO. INC. 02/15/2024	2024-03-007	6500-01 - Office Supplies	7.99
Total W.B. MASON CO. INC.			7.99

Void

void

Void

TOTAL

12,493.78

02/14/24

## Jamesburg Board of Fire Commissioners Monthly Check Register February 2024

Date	Num	Name	Memo	Amount
<b>1106-00 - 1st Constitution</b>				
02/15/2024	10089	BETTER LIVING DEPT. STORE	Inv # A597399,A597430,A597...	(548.26)
02/15/2024	10090	CAMPBELL SUPPLY CO. INC.	Invoice # KTR1014105.01	(19,040.00)
02/15/2024	10091	carpet on wheels	Invoice # 1211	(1,020.00)
02/15/2024	10092	Christopher Rampacek		(155.98)
02/15/2024	10093	CIRCLE JANITORIAL SUPPLIE...	Invoice # 27804-23	(109.70)
02/15/2024	10094	CONTINENTAL FIRE & SAFET...	INV# P4876	(2,590.00)
02/15/2024	10095	MC MASTER-CARR SUPPLY CO.	INV #20167955	(511.07)
02/15/2024	10096	MIDDLESEX COUNTY FIRE AC...	Invoice # 01-1001-24	(236.00)
02/15/2024	10098	NETLINK WEB SERVICES, LLC	invoice # NWS3137	(190.00)
02/15/2024	10099	NEW JERSEY FIRE EQUIPME...	Invoice # 71927	(600.00)
02/15/2024	10100	OLIVER L.E. SODEN AGENCY	Invoice #4673	(2,409.00)
02/15/2024	10101	SANCHEZ LANDSCAPING, LLC		(600.00)
02/15/2024	10102	SKYLANDS AREA FIRE EQUIP...		(15,028.36)
02/15/2024	10103	STANDARD WASTE SERVICES	Invoice # 487056	(156.62)
02/15/2024	10104	The Language Center	Inv #2301-092	(250.00)
02/15/2024	10105	W.B. MASON CO. INC.	Invoice # 244014756	(7.99)
02/15/2024	Online Pay	JOBET		(6,184.50)
02/15/2024	Online Pay	NJ AMERICAN WATER		(6,184.50)
02/15/2024	Online Pay	PSE&G	Invoice #503100127670	(683.19)
Total 1106-00 - 1st Constitution				(51,581.02)
<b>TOTAL</b>				<b>(51,581.02)</b>

**BANK RECONCILIATION**

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

MONTH OF: **January-24**

NAME OF BANK: **PNC Bank**

PREPARED BY: **SR**

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

BALANCE FORWARD:	30-Dec-23	\$20,006.54	BAL. PER BANK STATEMENT	\$ 507.56
			AS OF:	30-Jan-24
ADD DEBITS:			ADD DEPOSITS IN TRANSIT:	
Online Banking Transfer				
on				
Interest 1/30/2023	\$ 7.93			
TOTAL DEBITS:	\$ 7.93			
	TOTAL	\$ 20,014.47		
LESS CREDITS:			TOTAL IN TRANSIT:	\$ -
VOUCHER LIST - 1/18/2024	\$ 59,102.64			\$ 507.56
ACCOUNT ANALYSIS FEE	\$ -		LESS CHECKS OUTSTANDING:	
TOTAL CREDITS:	\$ 59,102.64		TOTAL:	\$ 39,595.73
ENDING BANK BALANCE-Per G/L	30-Jan-24	\$ (39,088.17)	BANK BALANCE-Per Reconciliation:	\$ (39,088.17)

NUMBER	AMOUNT	PAYEE NAME	DATE	P/O #
Online Pay	6,224.81	NJ American Water	12/31/23	
10042	575.00	Pradeep Mathew	11/16/23	
10073	6,238.92	Tactical Public Safety	12/18/23	
10078	26,157.00	Knox Company	1/18/24	
10085( New check issued 10088)	400.00	Robin Hodd Cleaning	1/18/24	
TOTAL	\$ 39,595.73			



02/12/24

**Jamesburg Board of Fire Commissioners**  
**Outstanding Checks**  
 November 2023 through January 2024

Type	Date	Num	Name	Account	Paid Amount
Bill Pmt -Che...	01/18/2024	online pay	NJ AMERICAN WATER	1106-00 - 1st Constitut...	
Bill	12/31/2023	2023-03-138		7600-00 - Utilities	-40.31
Bill	12/31/2023	2023-03-139		7200-00 - Hydrant Rent...	-6,184.50
TOTAL					-6,224.81
Bill Pmt -Che...	11/16/2023	10042	Pradeep Mathew	1106-00 - 1st Constitut...	
Bill	11/16/2023	2023-03-120		6100-01 - Commissione...	-575.00
TOTAL					-575.00
Bill Pmt -Che...	12/18/2023	10073	TACTICAL PUBLIC SAFE...	1106-00 - 1st Constitut...	
Bill	12/18/2023	23-10-005		7710-01 - Radio Serv/R...	-6,238.92
TOTAL					-6,238.92
Bill Pmt -Che...	01/18/2024	10078	Knox Company	1106-00 - 1st Constitut...	
Bill	12/31/2023	2023-03-151		7800-00 - Contingency	-26,157.00
TOTAL					-26,157.00
Bill Pmt -Che...	01/18/2024	10085	Robin Hood Cleaning	1106-00 - 1st Constitut...	
Bill	12/31/2023	2023-02-045		7730-00 - Bldg Mainten...	-400.00
TOTAL					-400.00