

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

Prepared By: S. Rampacek

Treasurer Report:

Date: 1/18/24

Reconciled balance brought forward in Lakeland Checking Acct from last meeting:	\$ 20,007.79
Deposits/Voided Checks since the last meeting (see Note 1):	\$ 55,403.63
Vouchers/Fees paid/Transfers since last meeting:	\$ (55,404.88)
Current Reconciled Balance Remaining in Lakeland Checking Account (Note 1):	\$ 20,006.54
Reconciled Lakeland Savings Balance brought forward from last meeting:	\$ 734,164.33
Withdrawals/Transfers to Checking:	\$ (55,397.09)
Deposits/Interest to Savings Account (see Note 4 & 5):	\$ 144.31
Current Reconciled Balance Remaining in Lakeland Savings Account: **MATCHES BALANCE IN BANK ONLINE**	\$ 678,911.55
GRAND TOTAL CASH ON HAND:	\$ 698,918.09
Total Dollar Amount of Current Month Voucher List to be Paid:	\$ 59,102.64

Notes 1/18/24 Report:

1) Payment of the current month's voucher list would result in a Lakeland Checking balance of \$ (39,096.10) therefore a transfer FROM Lakeland Savings of \$ 59,096.10 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 \$6.54 on 12/29/2023. Also reflects interest earned in account ending 0827 in the amount of \$144.31 on 12/29/2023.

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	14,396.00	14,400.00	100.0%
6100-02 - Clerk Pay	0.00	1,300.00	0.0%
Total 6100-00 - Salary & Wages	14,396.00	15,700.00	91.7%
6400-00 - Professional Fees			
6400-01 - Legal Fees	12,609.32	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%
Total 6400-00 - Professional Fees	12,759.32	31,000.00	41.2%
6400-05 - Election Expenses	2,350.56	4,000.00	58.8%
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%
Total 6500-00 - Office (Postage Exp	4,830.39	5,200.00	92.9%
65900 - Reconciliation Discrepancies	(36.35)		
Total Expense	34,299.92	55,900.00	61.4%
Net Ordinary Income	(34,299.92)	(55,900.00)	61.4%
Other Income/Expense			
Other Expense			
7100-00 - Reimb for Exp & Losses			
7140-00 - Truck Equipment			
7140-01 - Fire Equipment	16,274.90	20,000.00	81.4%
Total 7140-00 - Truck Equipment	16,274.90	20,000.00	81.4%
7195-00 - Uniform & Equip(Firefighters)	1,469.80	20,000.00	7.3%
Total 7100-00 - Reimb for Exp & Losses	17,734.70	40,000.00	44.3%
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%
Total 7500-00 - Professional Services	6,465.44	11,000.00	58.8%
7600-00 - Utilities	20,033.07	26,000.00	77.1%
7700-00 - Maint/Repairs			
7710-00 - Truck Service			
7710-01 - Radio Serv/Repair	14,596.12	10,000.00	146.0%
7710-02 - Fuel	3,542.32	5,000.00	70.8%
7710-04 - Truck Service	30,833.29	35,000.00	88.1%
7710-05 - Equipment Testing	11,033.80	12,000.00	91.9%
Total 7710-00 - Truck Service	60,007.53	62,000.00	96.8%
7720-00 - Air Pack & Bottle Repair	2,437.59	2,000.00	121.9%
7730-00 - Bldg Maintenance	29,266.01	41,000.00	71.4%
7740-00 - Bldg Supplies	349.30	1,000.00	34.9%
7750-00 - Fire Comp. Contract	32,500.00	32,500.00	100.0%
Total 7700-00 - Maint/Repairs	124,560.73	138,500.00	89.9%
7800-00 - Contingency	35,446.08	25,000.00	141.8%
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%
7900-00 - Supplemental Fire Service			
7900-02 - Matching Funds	1,548.00		
Total 7900-00 - Supplemental Fire Service	1,548.00		
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	354,948.61	461,500.00	76.9%
Net Other Income	(354,948.61)	(461,500.00)	76.9%
Net Income	(389,248.63)	(517,400.00)	75.2%

01/18/24

Jamesburg Board of Fire Commissioners
Accounts Payable Voucher List
As of January 31, 2024

Date	Num	Account	Open Balance
CAMPBELL SUPPLY CO. INC. 12/31/2023	23-10-001	7710-04 - Truck Service	3,083.91
Total CAMPBELL SUPPLY CO. INC.			3,083.91
Christopher Rampacek 12/31/2023	2023-02-043	7730-00 - Bldg Maintenance	322.20
Total Christopher Rampacek			322.20
JCP&L 12/31/2023	2023-03-137	7600-00 - Utilities	636.28
Total JCP&L			636.28
Knox Company 12/31/2023	2023-03-161	7800-00 - Contingency	26,157.00
Total Knox Company			26,157.00
MC MASTER-CARR SUPPLY CO. 12/31/2023	2023-01-053	7140-01 - Fire Equipment	128.14
Total MC MASTER-CARR SUPPLY CO.			128.14
MICHAEL RAMPACEK 12/31/2023	2023-01-052	7730-00 - Bldg Maintenance	334.28
Total MICHAEL RAMPACEK			334.28
MIDDLESEX COUNTY TREASURER 12/31/2023	2023-03-140	7710-02 - Fuel	382.95
Total MIDDLESEX COUNTY TREASURER			382.95
NJ AMERICAN WATER 12/31/2023 12/31/2023	2023-03-138 2023-03-139	7600-00 - Utilities 7200-00 - Hydrant Rental Dom Water	40.31 6,184.50
Total NJ AMERICAN WATER			6,224.81
NORTHEASTERN BUILDING SUPPLY 12/31/2023	2023-02-044	7730-00 - Bldg Maintenance	145.29
Total NORTHEASTERN BUILDING SUPPLY			145.29
PSE&G 12/31/2023	2023-03-136	7600-00 - Utilities	486.51
Total PSE&G			486.51
Robin Hood Cleaning 12/31/2023	2023-02-045	7730-00 - Bldg Maintenance	400.00
Total Robin Hood Cleaning			400.00
W.B. MASON CO. INC. 12/31/2023	2023-03-135	6500-01 - Office Supplies	390.93
Total W.B. MASON CO. INC.			390.93
TOTAL			38,692.30

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

	Jan - Dec 24	Budget	% of Budget
Ordinary Income/Expense			
Expense			
8100-00 - Salary & Wages			
6100-01 - Commissioners Pay	0.00	14,400.00	0.0%
6100-02 - Clerk Pay	0.00	1,300.00	0.0%
Total 6100-00 - Salary & Wages	0.00	15,700.00	0.0%
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	0.00	4,000.00	0.0%
6500-00 - Office & Postage Exp			
6500-01 - Office Supplies	199.00	5,000.00	4.0%
6500-02 - Misc Supplies(petty cash)	0.00	200.00	0.0%
Total 6500-00 - Office & Postage Exp	199.00	5,200.00	3.8%
Total Expense	199.00	55,900.00	0.4%
Net Ordinary Income	(199.00)	(55,900.00)	0.4%
Other Income/Expense			
Other Expense			
7100-00 - Reimb for Exp & Losses			
7140-00 - Truck Equipment			
7140-01 - Fire Equipment	0.00	20,000.00	0.0%
Total 7140-00 - Truck Equipment	0.00	20,000.00	0.0%
7195-00 - Uniform & Equip(Firefighters)	588.00	20,000.00	2.9%
Total 7100-00 - Reimb for Exp & Losses	588.00	40,000.00	1.5%
7200-00 - Hydrant Rental Dom Water	0.00	75,000.00	0.0%
7400-00 - Insurance Premium	18,830.00	56,000.00	33.6%
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	607.79	26,000.00	2.3%
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 Testing	0.00	13,200.00	0.0%
Total 7710-00 - Truck Service	0.00	63,200.00	0.0%
7720-00 - Air Pack & Bottle Repair	0.00	2,000.00	0.0%
7730-00 - Bldg Maintenance	185.55	42,200.00	0.4%
7740-00 - Bldg Supplies	0.00	1,000.00	0.0%
7750-00 - Fire Equip. Collect	0.00	32,500.00	0.0%
Total 7700-00 - Maint/Repairs	185.55	140,900.00	0.1%
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%
Total 7850-00 - LOSAP Program	0.00	22,000.00	0.0%
9300-00 - Capital - Radios & Air Filling	0.00	35,000.00	0.0%
9400-00 - Capital Projects	0.00	40,948.00	0.0%
Total Other Expense	20,211.34	471,848.00	4.3%
Net Other Income	(20,211.34)	(471,848.00)	4.3%
Net Income	(20,410.34)	(527,748.00)	3.9%

01/18/24

Jamesburg Board of Fire Commissioners
Accounts Payable Voucher List
 As of January 31, 2024

Date	Num	Account	Open Balance
Christopher Rampacek 01/18/2024	2024-02-001	7730-00 - Bldg Maintenance	28.93
Total Christopher Rampacek			28.93
FIRST RESPONDER JOINT INSURANCE FUND 01/18/2024	2024-03-001	7400-00 - Insurance Premium	18,830.00
Total FIRST RESPONDER JOINT INSURANCE FUND			18,830.00
NETLINK WEB SERVICES, LLC 01/18/2024	2024-03-004	6500-01 - Office Supplies	199.00
Total NETLINK WEB SERVICES, LLC			199.00
NEW JERSEY FIRE EQUIPMENT CO. 01/18/2024	2024-01-001	7195-00 - Uniform & Equip(Firefighters)	588.00
Total NEW JERSEY FIRE EQUIPMENT CO.			588.00
STANDARD WASTE SERVICES 01/18/2024	2024-03-003	7730-00 - Bldg Maintenance	156.62
Total STANDARD WASTE SERVICES			156.62
VERIZON 01/18/2024	2024-03-002	7000-00 - Utilities	607.79
Total VERIZON			607.79
TOTAL			20,410.34

01/18/24

Jamesburg Board of Fire Commissioners
Monthly Check Register
 January 2024

Date	Num	Name	Memo	Amount
1106-00 - 1st Constitution				
01/18/2024	10075	CAMPBELL SUPPLY CO. INC.	Invoice #R101014096:01	(3,083.91)
01/18/2024	10076	Christopher Rampacek		(351.13)
01/18/2024	10077	FIRST RESPONDER JOINT IN...	1st INSTALL- W/COMP. PRG. MS...	(18,830.00)
01/18/2024	10078	Knox Company	Invoice#M-KA-51564	(26,157.00)
01/18/2024	10079	MC MASTER-CARR SUPPLY ...	INV #19541481	(128.14)
01/18/2024	10080	MICHAEL RAMPACEK		(334.28)
01/18/2024	10081	MIDDLESEX COUNTY TREAS...	Invoice # CV-13-12-23	(382.95)
01/18/2024	10082	NETLINK WEB SERVICES, LLC	invoice # NWS3124	(199.00)
01/18/2024	10083	NEW JERSEY FIRE EQUIPM...	Invoice # 71430	(588.00)
01/18/2024	10084	NORTH EASTERN BUILDING ...	Invoice #2101 446190	(145.29)
01/18/2024	10085	Robin Hood Cleaning	Invoice # 231220-01	(400.00)
01/18/2024	10086	STANDARD WASTE SERVICES	Invoice # 4843255	(156.62)
01/18/2024	10087	W.B. MASON CO. INC.	Invoice #343405271, 243576865	(390.93)
01/18/2024	online pay	JCP&L	electric	(636.28)
01/18/2024	online pay	NJ AMERICAN WATER		(6,224.81)
01/18/2024	online pay	PSE&G		(486.51)
01/18/2024	online pay	VEREON		(807.79)
Total 1106-00 - 1st Constitution				(59,102.64)
TOTAL				(59,102.64)

BANK RECONCILIATION

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

MONTH OF: **December-23**

NAME OF BANK: **PNC Bank**

PREPARED BY: **SR**

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

BALANCE FORWARD:	30-Nov-23	\$20,007.79	BAL. PER BANK STATEMENT	\$ 56,399.87
			AS OF:	29-Dec-23
ADD DEBITS:			ADD DEPOSITS IN TRANSIT:	
Online Banking Transfer on 12/26/23	\$ 55,397.09			
Interest 12/28/2023	\$ 6.54			
TOTAL DEBITS:	\$ 55,403.63			
	TOTAL	\$ 75,411.42		
LESS CREDITS:			TOTAL IN TRANSIT:	
VOUCHER LIST - 12/18/2023	\$ 55,404.88			\$ 56,399.87
ACCOUNT ANALYSIS FEE	\$ -		LESS CHECKS OUTSTANDING:	
			TOTAL:	\$ 36,393.33
TOTAL CREDITS:	\$ 55,404.88			
ENDING BANK BALANCE-Per G/L	29-Dec-23	\$ 20,006.54	BANK BALANCE-Per Reconciliation:	\$ 20,006.54

5

NUMBER	AMOUNT	PAYEE NAME	DATE	P/O #
Online Pay	6,215.93	NJ American Water	12/18/23	
10042	575.00	Prudeep Mathew	11/16/23	
10034	8,125.00	Jamesburg Vol. fire Dept	11/16/23	
10049	560.00	Air 7 Gas Technologies	12/18/23	
10052	4,000.00	Borough of Jamesburg	12/18/23	
10057	2,578.70	Clean Air Company	12/18/23	
10061	548.85	Halderman Ford	12/18/23	
10063	6,458.00	Joseph Youssouf	12/18/23	
10064	281.23	K.W Rastall Oil	12/18/23	
10067	612.70	Middlesex County Treasurer	12/18/23	
10068	199.00	Netlink Web Service	12/18/23	
10073	6,238.92	Tactical Public Safety	12/18/23	
TOTAL	\$ 36,393.33			

Jamesburg Board of Fire Commissioners
Outstanding Checks
 January through December 2023

Type	Date	Num	Name	Account	Paid Amount
Bill Pmt -Check	12/18/2023	Online Pay	NJ AMERICAN WATER	1106-00 - 1st Constitution	
Bill	12/18/2023	2023-03-127		7200-00 Hydrant Rental Dom	-6,184.50
Bill	12/18/2023	2023-03-129		7600-00 Utilities	-31.43
TOTAL					-6,215.93
Bill Pmt -Check	11/16/2023	10034	JAMESBURG VOL FIRE DEPT	1106-00 - 1st Constitution	
Bill	11/16/2023	2023-03-119		7750-00 Fire Comp. Contract	-8,125.00
TOTAL					-8,125.00
Bill Pmt -Check	11/16/2023	10042	Pradeep Mathew	1106-00 - 1st Constitution	
Bill	11/16/2023	2023-03-120		5100-01 Commissioners Pay	-575.00
TOTAL					-575.00
Bill Pmt -Check	12/18/2023	10049	AIR & GAS TECHNOLOGIES, INC.	1106-00 - 1st Constitution	
Bill	12/18/2023	23-06-005-002		7710-05 Equipment Testing	-560.00
TOTAL					-560.00
Bill Pmt -Check	12/18/2023	10052	BOROUGH OF JAMESBURG	1106-00 - 1st Constitution	
Bill	12/18/2023	2023-02-032		7710-01 Radio Serv/Repair	-4,000.00
TOTAL					-4,000.00
Bill Pmt -Check	12/18/2023	10057	CLEAN AIR COMPANY INC.	1106-00 - 1st Constitution	
Bill	12/18/2023	23-09-004		7730-00 Bldg Maintenance	-1,979.20
Bill	12/18/2023	23-06-006		7710-05 Equipment Testing	-599.50
TOTAL					-2,578.70
Bill Pmt -Check	12/18/2023	10061	Halderman Ford	1106-00 - 1st Constitution	
Bill	12/18/2023	2023-01-044		7710-04 Truck Service	-548.85
TOTAL					-548.85
Bill Pmt -Check	12/18/2023	10063	JOSEPH D YOUSSEUF, ESQUIRE	1106-00 - 1st Constitution	
Bill	12/18/2023	2023-03-124		6400-01 Legal Fees	-6,458.00
TOTAL					-6,458.00
Bill Pmt -Check	12/18/2023	10064	K.W. RASTALL OIL	1106-00 - 1st Constitution	
Bill	12/18/2023	2023-02-040		7730-00 Bldg Maintenance	-281.23
TOTAL					-281.23
Bill Pmt -Check	12/18/2023	10067	MIDDLESEX COUNTY TREASUR...	1106-00 - 1st Constitution	
Bill	12/18/2023	2023-03-134		7710-02 Fuel	-612.70
TOTAL					-612.70
Bill Pmt -Check	12/18/2023	10068	NETLINK WEB SERVICES, LLC	1106-00 - 1st Constitution	
Bill	12/18/2023	2023-03-130		6500-01 Office Supplies	-199.00
TOTAL					-199.00
Bill Pmt -Check	12/18/2023	10073	TACTICAL PUBLIC SAFETY, LLC	1106-00 - 1st Constitution	
Bill	12/18/2023	23-10-005		7710-01 Radio Serv/Repair	-6,238.92
TOTAL					-6,238.92