

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

Prepared By: S. Rampacek

Treasurer Report:

Date: 10/17/24

Reconciled balance brought forward in <b>Lakeland Checking</b> Acct from last meeting:	\$ 20,010.66
Deposits/Voided Checks since the last meeting (see Note 1):	\$ 40,881.36
Vouchers/Fees paid/Transfers since last meeting:	\$ (40,887.08)
Current Reconciled Balance Remaining in Lakeland Checking Account (Note 1):	\$ 20,004.94
Reconciled <b>Lakeland Savings</b> Balance brought forward from last meeting:	\$ 732,029.04
Withdrawals/Transfers to Checking:	\$ (40,887.08)
Deposits/Interest to Savings Account (see Note 4 & 5):	\$ 1,346.38
Current Reconciled Balance Remaining in Lakeland Savings Account:	\$ 692,488.34
<b>**MATCHES BALANCE IN BANK ONLINE**</b>	
GRAND TOTAL CASH ON HAND:	\$ 712,493.28
Total Dollar Amount of Current Month Voucher List to be Paid:	\$ 32,036.00

**Notes 10/17/24 Report:**

1) Payment of the current month's voucher list would result in a Lakeland Checking balance of \$ (12,031.06) therefore a transfer FROM Lakeland Savings \$ 32,031.06 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 \$4.94 on 9/30/2024. Also reflects interest earned in account ending 0827 in the amount of \$143.67 on 9/30/2024.

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

6) Voided check 10123 and reissued 10243 to Pradeep Mathew due to check being lost, Voided check 10228 and issued check check 10247 to First Responder Joint Insurance due to a problem with the bank processing the check. Voided Check 10204 to All Hand Fire due to duplicate payment.

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

	Jan - Dec 24	Budget	% of Budget
Ordinary Income/Expense			
Expense			
Insurance Claims	0.00		
6100-00 · Salary & Wages			
6100-01 · Commissioners Pay	10,167.00	14,400.00	70.8%
6100-02 · Clerk Pay	0.00	1,300.00	0.0%
Total 6100-00 · Salary & Wages	10,167.00	15,700.00	64.8%
6400-00 · Professional Fees			
6400-01 · Legal Fees	9,965.00	20,000.00	49.8%
6400-02 · Accounting/Auditing Fees	10,350.00	10,000.00	103.5%
6400-04 · Medical Services	245.00	1,000.00	24.5%
Total 6400-00 · Professional Fees	20,560.00	31,000.00	66.3%
6400-05 · Election Expenses	837.92	4,000.00	20.9%
6500-00 · Office IPostage Exp			
6500-01 · Office Supplies	2,813.54	5,000.00	56.3%
6500-02 · Misc Supplies(petty cash)	0.00	200.00	0.0%
Total 6500-00 · Office IPostage Exp	2,813.54	5,200.00	54.1%
66900 · Reconciliation Discrepancies	0.00		
Total Expense	34,378.46	55,900.00	61.5%
Net Ordinary Income	(34,378.46)	(55,900.00)	61.5%
Other Income/Expense			
Other Expense			
7100-00 · Reimb for Exp & Losses			
7140-00 · Truck Equipment			
7140-01 · Fire Equipment	3,443.30	20,000.00	17.2%
Total 7140-00 · Truck Equipment	3,443.30	20,000.00	17.2%
7195-00 · Uniform & Equip(Firefighters)	16,308.27	20,000.00	81.5%
Total 7100-00 · Reimb for Exp & Losses	19,751.57	40,000.00	49.4%
7200-00 · Hydrant Rental Dom Water	49,814.04	75,000.00	66.4%
7400-00 · Insurance Premium	58,474.83	56,000.00	104.4%
7500-00 · Professional Services			
7500-03 · Training & Education	3,245.00	11,000.00	29.5%
Total 7500-00 · Professional Services	3,245.00	11,000.00	29.5%
7600-00 · Utilities	22,036.63	26,000.00	84.8%
7700-00 · Maint/Repairs			
7710-00 · Truck Service			
7710-01 · Radio Serv/Repair	2,595.00	10,000.00	26.0%
7710-02 · Fuel	1,729.22	5,000.00	34.6%
7710-04 · Truck Service	31,025.96	35,000.00	88.6%
7710-05 · Equipment Testing	8,199.69	13,200.00	62.1%
Total 7710-00 · Truck Service	43,549.87	63,200.00	68.9%
7720-00 · Air Pack & Bottle Repair	0.00	2,000.00	0.0%
7730-00 · Bldg Maintenance	42,363.67	42,200.00	100.4%
7740-00 · Bldg Supplies	800.62	1,000.00	80.1%
7750-00 · Fire Comp. Contract	24,375.00	32,500.00	75.0%
Total 7700-00 · Maint/Repairs	111,089.16	140,900.00	78.8%
7800-00 · Contingency	17,827.53	25,000.00	71.3%
7850-00 · LOSAP Program			
7850-01 · LOSAP Program	16,531.02	22,000.00	75.1%
Total 7850-00 · LOSAP Program	16,531.02	22,000.00	75.1%
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	298,769.78	471,848.00	63.3%
Net Other Income	(298,769.78)	(471,848.00)	63.3%
Net Income	(333,148.24)	(527,748.00)	63.1%

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

Date	Num	Account	Open Balance
<b>ALL HANDS FIRE EQUIPMENT, LLC</b> 10/17/2024	2024-01-37	7140-01 · Fire Equipment	331.98
Total ALL HANDS FIRE EQUIPMENT, LLC			331.98
<b>CAMPBELL SUPPLY CO. INC.</b> 10/17/2024	2024-01-039	7710-04 · Truck Service	7,300.93
Total CAMPBELL SUPPLY CO. INC.			7,300.93
<b>CIRCLE JANITORIAL SUPPLIES, SOUTH</b> 10/17/2024	2024-02-032	7740-00 · Bldg Supplies	800.62
Total CIRCLE JANITORIAL SUPPLIES, SOUTH			800.62
<b>Fire Flow</b> 10/17/2024	24-05-001	7710-05 · Equipment Testing	6,825.10
Total Fire Flow			6,825.10
<b>JCP&amp;L</b> 10/17/2024	2024-03-106	7600-00 · Utilities	501.24
Total JCP&L			501.24
<b>JOSEPH D YOUSOUF, ESQUIRE</b> 10/17/2024	2024-03-101	6400-01 · Legal Fees	6,594.00
Total JOSEPH D YOUSOUF, ESQUIRE			6,594.00
<b>MIDDLESEX COUNTY TREASURER</b> 10/17/2024	2024-03-104	7710-02 · Fuel	114.69
10/17/2024	2024-03-104	7710-02 · Fuel	333.66
10/17/2024	2024-03-104	7710-02 · Fuel	255.53
10/17/2024	2024-03-104	7710-02 · Fuel	515.48
Total MIDDLESEX COUNTY TREASURER			1,219.36
<b>MONMOUTH COUNTY TREASURER</b> 10/17/2024	2024-01-038	7500-03 · Training & Education	440.00
Total MONMOUTH COUNTY TREASURER			440.00
<b>NETLINK WEB SERVICES, LLC</b> 10/17/2024	2024-03-099	6500-01 · Office Supplies	199.00
Total NETLINK WEB SERVICES, LLC			199.00
<b>NJ AMERICAN WATER</b> 10/17/2024	2024-03-107	7200-00 · Hydrant Rental Dom Water	6,519.68
10/17/2024	2024-03-102	7600-00 · Utilities	42.00
Total NJ AMERICAN WATER			6,561.68
<b>PSE&amp;G</b> 10/17/2024	2024-03-105	7600-00 · Utilities	54.01
Total PSE&G			54.01
<b>SANCHEZ LANDSCAPING, LLC</b> 10/17/2024	2024-02-031	7730-00 · Bldg Maintenance	208.00
Total SANCHEZ LANDSCAPING, LLC			208.00
<b>STANDARD WASTE SERVICES</b> 10/17/2024	2024-03-100	7730-00 · Bldg Maintenance	100.00
10/17/2024	2024-03-100	7730-00 · Bldg Maintenance	114.45
10/17/2024	2024-03-100	7730-00 · Bldg Maintenance	164.45
Total STANDARD WASTE SERVICES			378.90

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

<u>Date</u>	<u>Num</u>	<u>Account</u>	<u>Open Balance</u>
VERIZON 10/17/2024	2024-03-108	7600-00 · Utilities	613.19
Total VERIZON			613.19
W.B. MASON CO. INC. 10/17/2024	2024-03-103	6500-01 · Office Supplies	7.99
Total W.B. MASON CO. INC.			7.99
<b>TOTAL</b>			<b>32,036.00</b>

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# Jamesburg Board of Fire Commissioners

## Monthly Check Register

October 17 - 31, 2024

Date	Num	Name	Memo	Amount
<b>1106-00 - 1st Constitution</b>				
10/17/2024	10248	ALL HANDS FIRE EQUIPMEN...	Invoice #INV20861, INV20767	(331.98)
10/17/2024	10249	CAMPBELL SUPPLY CO. INC.	Invoice # R101014593:02	(7,300.93)
10/17/2024	10250	CIRCLE JANITORIAL SUPPLI...	Invoice # 29190-24,28168-24	(800.62)
10/17/2024	10251	Fire Flow	Invoice # 6540	(6,825.10)
10/17/2024	10252	JOSEPH D YOUSOUF, ESQ...	Invoice #488	(6,594.00)
10/17/2024	10253	MIDDLESEX COUNTY TREAS...		(1,219.36)
10/17/2024	10254	MONMOUTH COUNTY TREA...	Invoice # 2400820	(440.00)
10/17/2024	10255	NETLINK WEB SERVICES, LLC	Invoice # NWS3239	(199.00)
10/17/2024	10256	SANCHEZ LANDSCAPING, LLC	Invoice # 13976	(208.00)
10/17/2024	10257	STANDARD WASTE SERVICES	Invoice # 510195	(378.90)
10/17/2024	10258	W.B. MASON CO. INC.	Invoice # 249315214	(7.99)
10/17/2024	Online pay	JCP&L		(501.24)
10/17/2024	Online Pay	NJ AMERICAN WATER		(6,561.68)
10/17/2024	Online Pay	PSE&G		(54.01)
10/17/2024	Online Pay	VERIZON		(813.19)
Total 1106-00 - 1st Constitution				(32,036.00)
<b>TOTAL</b>				<b>(32,036.00)</b>

**BANK RECONCILIATION**

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

MONTH OF: **September-24**

NAME OF BANK: **PNC Bank**

PREPARED BY: **SR**

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

BALANCE FORWARD:	30-Aug-24	\$20,010.66	BAL. PER BANK STATEMENT	\$ 42,256.38
			AS OF: 30-Sep-24	
ADD DEBITS:			ADD DEPOSITS IN TRANSIT:	
Online Banking Transfer on 9/30/2024	\$ 40,876.42			
Interest 9/30/2023	\$ 4.94			
TOTAL DEBITS:	\$ 40,881.36			
	TOTAL	\$ 60,892.02		
LESS CREDITS:			TOTAL IN TRANSIT:	\$ -
VOUCHER LIST 9/17/2024	\$ 40,887.08			\$ 42,256.38
ACCOUNT ANALYSIS FEE	\$ -		LESS CHECKS OUTSTANDING:	
			TOTAL:	\$ 22,251.44
TOTAL CREDITS:	\$ 40,887.08			
ENDING BANK BALANCE-Per G/L	30-Sep-24	\$ 20,004.94	BANK BALANCE-Per Reconciliation:	\$ 20,004.94

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NUMBER	AMOUNT	PAYEE NAME	DATE	P/O #
10243	630.00	Pradeep Mathew	5/16/24	
10204	854.11	All Hands Fire	8/15/24	
10223	73.13	Advance Auto Parts	9/19/24	
10228	18,831.00	First Responder Joint Insurance	9/19/24	
10229	689.84	JCP&L	9/19/24	
10233	131.09	Middlesex County Treasurer	9/19/24	
10234	199.00	Netlink Web	9/19/24	
10241	612.53	Verizon	9/19/24	
10244	230.74	Middlesex County Treasurer	9/19/24	
TOTAL	\$ 22,251.44			

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## Jamesburg Board of Fire Commissioners Outstanding Checks January through September 2024

Type	Date	Num	Name	Account	Paid Amount
Bill Pmt -Che...	08/15/2024	10204	ALL HANDS FIRE EQUIPMENT, LLC	1106-00 · 1st Constitut...	
Bill	08/15/2024	2024-01-030		7140-01 · Fire Equipment	-719.12
Bill	08/15/2024	2024-01-029		7140-01 · Fire Equipment	-134.99
TOTAL					-854.11
Bill Pmt -Che...	09/19/2024	10223	Advance Auto Parts	1106-00 · 1st Constitut...	
Bill	09/19/2024	2024-01-034		7710-04 · Truck Service	-73.13
TOTAL					-73.13
Bill Pmt -Che...	09/19/2024	10228	FIRST RESPONDER JOINT INSURANC...	1106-00 · 1st Constitut...	
Bill	09/19/2024	2024-03-096		7400-00 · Insurance Pre...	-18,831.00
TOTAL					-18,831.00
Bill Pmt -Che...	09/19/2024	10229	JCP&L	1106-00 · 1st Constitut...	
Bill	09/19/2024	2024-03-090		7600-00 · Utilities	-689.84
TOTAL					-689.84
Bill Pmt -Che...	09/19/2024	10233	MIDDLESEX COUNTY TREASURER	1106-00 · 1st Constitut...	
Bill	09/19/2024	2024-03-097		7710-02 · Fuel	-131.09
TOTAL					-131.09
Bill Pmt -Che...	09/19/2024	10234	NETLINK WEB SERVICES, LLC	1106-00 · 1st Constitut...	
Bill	09/19/2024	2024-03-094		6500-01 · Office Supplies	-199.00
TOTAL					-199.00
Bill Pmt -Che...	09/19/2024	10241	VERIZON	1106-00 · 1st Constitut...	
Bill	09/19/2024	2024-03-088		7600-00 · Utilities	-612.53
TOTAL					-612.53
Bill Pmt -Che...	05/13/2024	10243	Pradeep Mathew	1106-00 · 1st Constitut...	
			Pradeep Mathew	2100-00 · Accounts Pay...	-630.00
TOTAL					-630.00
Bill Pmt -Che...	09/19/2024	10244	MIDDLESEX COUNTY TREASURER	1106-00 · 1st Constitut...	
Bill	09/19/2024	2024-03-099		7710-02 · Fuel	-230.74
TOTAL					-230.74