

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

Prepared By: S. Rampacsek

Treasurer Report:

Date: 1/16/20

Reconciled balance brought forward in <b>First Constitution Checking</b> Acct from last meeting:	\$ 110,319.19
Deposits/Voided Checks since the last meeting (see Note 1):	\$ 54,566.07
Vouchers/Fees paid/Transfers since last meeting:	\$ (144,788.48)
Current Reconciled Balance Remaining in First Constitution Checking Account (Note 1):	\$ 20,096.78
Reconciled <b>First Constitution Savings</b> Balance brought forward from last meeting:	\$ 294,911.37
Withdrawals/Transfers to Checking:	
Deposits/Interest to Savings Account (see Note 4 & 5):	\$ 64,757.42
Current Reconciled Balance Remaining in First Constitution Savings Account: **MATCHES BALANCE IN BANK ONLINE**	\$ 359,668.79
GRAND TOTAL CASH ON HAND:	\$ 379,765.57
Total Dollar Amount of Current Month Voucher List to be Paid:	\$ 26,889.28

**Notes - 1/16/2020 Report:**

1) Payment of the current month's voucher list would result in a First Constitution Checkir \$ (6,792.50) therefore a transfer FROM First Const \$ 26,792.50 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) Fire Tax Checks are due from the Borough within 30 days following the March, May, August, and November commissioner meetings.

5) Reflects interest in checking ending 0797 earned and posted of \$48.53 on 12/31/19. Also Reflects interest in checking ending 0827 earned and posted of \$310.30 on 12/31/19

6) There was a service fee this month of \$15.00 on December 31, 2019

7) Some expenses that were entered into the wrong line items though out the year were fixed see attached list for all changes

<u>Date</u>	<u>Payed to</u>	<u>Changed from</u>	<u>Changed to</u>	<u>Purchased Items</u>
5/14/2019	Mc Master-Carr Supply Co	7140-00	7140-01	Gross Decon on Trucks/ Regulator for air compressor
5/14/2019	New Jersey Fire Equipment Co	7140-00	7140-01	Fix Rit Pack
5/14/2019	Bleacher Canvas Products Inc	7140-00	7140-01	Hose resiraint on J-4
6/18/2019	New Jersey Fire Equipment Co	7140-00	7140-01	Mask Cleaning Towellettes
6/18/2019	Fire Hook Unlimited	7140-00	7140-01	Colorado hook-NY, trash hook ends, talon hooks and brackets
6/18/2019	New Jersey Fire Equipment Co	7710-00	7710-04	Air blender 2/ seal
7/18/2019	Coastal Fire Training LLC	7140-00	7140-01	Compeete Respectful entry kit/ aluminum entry wedge
7/18/2019	Mc Master-Carr Supply Co	7140-00	7140-01	Wraparound Safety Glasses
7/18/2019	Mc Master-Carr Supply Co	7140-00	7140-01	Plastic Fence. Oval Opening 100 feet Orange
8/15/2019	New Jersey Fire Equipment Co	7140-00	7140-01	Glass Master tool & Fire hooks window punch
8/15/2019	Stephanie Rampacek	6500-00	6500-01	Iron mountain shedding
9/19/2019	Mc Master-Carr Supply Co	7140-00	7140-01	Hose fitting
11/21/2019	Better Living Dept Store	7700-00	7730-00	Light bulbs
11/21/2019	New Jersey Fire Equipment Co	7140-00	7140-01	Portable Scene Lights & Hose Washer
12/19/2019	Tasc Fire Apparatus Inc	7140-00	7140-01	Small Engine Fuel

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**Jamesburg Board of Fire Commissioners  
Budgeted Appropriations vs. Actual  
January through December 2019**

01/14/20

Accrual Basis

	Jan - Dec 19	Budget	% of Budget
<b>Ordinary Income/Expense</b>			
<b>Expense</b>			
6100-00 · Salary & Wages			
6100-01 · Commissioners Pay	13,605.20	13,400.00	101.5%
6100-02 · Clerk Pay	0.00	1,500.00	0.0%
<b>Total 6100-00 · Salary &amp; Wages</b>	<b>13,605.20</b>	<b>14,900.00</b>	<b>91.3%</b>
6400-00 · Professional Fees			
6400-01 · Legal Fees	8,034.66	17,000.00	47.3%
6400-02 · Accounting/Auditing Fees	8,625.52	15,000.00	57.5%
6400-04 · Medical Services	455.00	1,000.00	45.5%
<b>Total 6400-00 · Professional Fees</b>	<b>17,115.18</b>	<b>33,000.00</b>	<b>51.9%</b>
6400-05 · Election Expenses	3,845.22	4,000.00	96.1%
6500-00 · Office \Postage Exp			
6500-01 · Office Supplies	4,584.35	5,000.00	91.7%
6500-02 · Misc Supplies(petty cash)	55.00	200.00	27.5%
<b>Total 6500-00 · Office \Postage Exp</b>	<b>4,639.35</b>	<b>5,200.00</b>	<b>89.2%</b>
<b>Total Expense</b>	<b>39,204.95</b>	<b>57,100.00</b>	<b>68.7%</b>
<b>Net Ordinary Income</b>	<b>(39,204.95)</b>	<b>(57,100.00)</b>	<b>68.7%</b>
<b>Other Income/Expense</b>			
<b>Other Expense</b>			
7100-00 · Reimb for Exp & Losses			
7140-00 · Truck Equipment			
7140-01 · Fire Equipment	21,088.37	15,000.00	140.6%
<b>Total 7140-00 · Truck Equipment</b>	<b>21,088.37</b>	<b>15,000.00</b>	<b>140.6%</b>
7195-00 · Uniform & Equip(Firefighters)	17,221.99	15,000.00	114.8%
<b>Total 7100-00 · Reimb for Exp &amp; Losses</b>	<b>38,310.36</b>	<b>30,000.00</b>	<b>127.7%</b>
7200-00 · Hydrant Rental Dom Water	56,713.69	58,000.00	97.8%
7400-00 · Insurance Premium	47,752.00	52,000.00	91.8%
7500-00 · Professional Services			
7500-03 · Training & Education	10,599.63	12,000.00	88.3%
<b>Total 7500-00 · Professional Services</b>	<b>10,599.63</b>	<b>12,000.00</b>	<b>88.3%</b>
7600-00 · Utilities	19,115.58	22,000.00	86.9%
7700-00 · Maint/Repairs			
7710-00 · Truck Service			
7710-01 · Radio Serv/Repair	1,950.40	5,000.00	39.0%
7710-02 · Fuel	3,416.37	5,000.00	68.3%
7710-04 · Truck Service	16,159.47	20,000.00	80.8%
7710-05 · Equipment Testing	12,836.47	6,000.00	213.9%
<b>Total 7710-00 · Truck Service</b>	<b>34,362.71</b>	<b>36,000.00</b>	<b>95.5%</b>
7720-00 · Air Pack & Bottle Repair	1,951.67	1,800.00	108.4%
7730-00 · Bldg Maintenance	36,665.75	32,500.00	112.8%
7740-00 · Bldg Supplies	883.91	2,000.00	44.2%
7750-00 · Fire Comp. Contract	32,500.00	32,500.00	100.0%
<b>Total 7700-00 · Maint/Repairs</b>	<b>106,364.04</b>	<b>104,800.00</b>	<b>101.5%</b>
7800-00 · Contingency	31,294.01	25,000.00	125.2%
7850-00 · LOSAP Program			
7850-01 · LOSAP Program	17,056.11	21,000.00	81.2%
<b>Total 7850-00 · LOSAP Program</b>	<b>17,056.11</b>	<b>21,000.00</b>	<b>81.2%</b>
8000-00 · Debt Service			
8010-11 · Capital Lease-Oshkosh Princ	28,759.00	28,759.00	100.0%
8020-11 · Capital Lease-Oshkosh Int	4,690.29	4,691.00	100.0%
<b>Total 8000-00 · Debt Service</b>	<b>33,449.29</b>	<b>33,450.00</b>	<b>100.0%</b>
9400-00 · Capital Projects	65,033.00	117,650.00	55.3%
<b>Total Other Expense</b>	<b>425,687.71</b>	<b>475,900.00</b>	<b>89.4%</b>
<b>Net Other Income</b>	<b>(425,687.71)</b>	<b>(475,900.00)</b>	<b>89.4%</b>
<b>Net Income</b>	<b>(464,892.66)</b>	<b>(533,000.00)</b>	<b>87.2%</b>

**Jamesburg Board of Fire Commissioners**  
**Accounts Payable Voucher List**  
As of January 16, 2020

01/14/20

Date	Num	Account	Open Balance
<b>American Uniforms</b>			
12/31/2019	19-04-002-04	7195-00 · Uniform & Equip(Firefighters)	615.92
Total American Uniforms			615.92
<b>CENTRAL JERSEY SECURITY</b>			
01/16/2020	2020-03-004	7730-00 · Bldg Maintenance	149.85
Total CENTRAL JERSEY SECURITY			149.85
<b>Christopher Rampacek</b>			
12/31/2019	2019-01-090	7710-05 · Equipment Testing	61.65
12/31/2019	2019-01-090	7195-00 · Uniform & Equip(Firefighters)	115.92
Total Christopher Rampacek			177.57
<b>FIRST RESPONDER JOINT INSURANCE FUND</b>			
01/16/2020	2020-03-003	7400-00 · Insurance Premium	14,985.00
Total FIRST RESPONDER JOINT INSURANCE FUND			14,985.00
<b>JAMESBURG HARDWARE &amp; APPLIANCE</b>			
12/31/2019	2019-02-058	7740-00 · Bldg Supplies	22.64
Total JAMESBURG HARDWARE & APPLIANCE			22.64
<b>K.W. RASTALL OIL</b>			
12/31/2019	2019-03-116	7710-02 · Fuel	191.63
Total K.W. RASTALL OIL			191.63
<b>MAIN ELECTRIC SUPPLY CO., INC.</b>			
12/31/2019	2019-02-056	7730-00 · Bldg Maintenance	12.01
Total MAIN ELECTRIC SUPPLY CO., INC.			12.01
<b>NETLINK WEB SERVICES, LLC</b>			
01/16/2020	2020-03-002	6500-01 · Office Supplies	199.00
Total NETLINK WEB SERVICES, LLC			199.00
<b>NJ-AMERICAN WATER COMP.</b>			
12/31/2019	2019-03-119	7200-00 · Hydrant Rental Dom Water	4,830.00
12/31/2019	2019-03-119	7600-00 · Utilities	51.36
Total NJ-AMERICAN WATER COMP.			4,881.36
<b>NORTHEASTERN BUILDING SUPPLY</b>			
12/31/2019	2019-02-057	7500-03 · Training & Education	180.65
Total NORTHEASTERN BUILDING SUPPLY			180.65
<b>PSE&amp;G</b>			
12/31/2019	2019-03-117	7600-00 · Utilities	578.16
Total PSE&G			578.16
<b>RELIABLE FIRE PROTECTION</b>			
12/31/2019	19-11-004	7730-00 · Bldg Maintenance	674.25
Total RELIABLE FIRE PROTECTION			674.25
<b>SKYLANDS AREA FIRE EQUIPMENT &amp; TRAINING,</b>			
12/31/2019	2019-10-002	7140-01 · Fire Equipment	1,722.85
Total SKYLANDS AREA FIRE EQUIPMENT & TRAINING,			1,722.85
<b>STANDARD WASTE SERVICES</b>			
01/16/2020	2020-03-001	7730-00 · Bldg Maintenance	139.40
Total STANDARD WASTE SERVICES			139.40
<b>W.B. MASON CO. INC.</b>			

**Jamesburg Board of Fire Commissioners**  
**Accounts Payable Voucher List**  
**As of January 16, 2020**

01/14/20

<u>Date</u>	<u>Num</u>	<u>Account</u>	<u>Open Balance</u>
12/31/2019	2019-03-118	6500-01 · Office Supplies	4.99
Total W.B. MASON CO. INC.			4.99
<b>WATER SUPPLY INNOVATIONS, LLC</b>			
12/31/2019	19-11-003	7140-01 · Fire Equipment	2,354.00
Total WATER SUPPLY INNOVATIONS, LLC			2,354.00
<b>TOTAL</b>			<b><u>26,889.28</u></b>

**Jamesburg Board of Fire Commissioners**  
**Monthly Check Register**  
**December 30, 2019 through January 16, 2020**

01/14/20

<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Amount</u>
<b>1106-00 · 1st Constitution</b>				
12/31/2019			Service Charge	(15.00)
12/31/2019			Service Charge	15.00
12/31/2019	9185	American Uniforms	INV# 69275RS, 68458RS, 69442MG	(615.92)
12/31/2019	9184	CENTRAL JERSEY SECURITY	Invoice #907751	(149.85)
12/31/2019	9183	Christopher Rampacek	Petty Cash for firehouse	(177.57)
12/31/2019	9182	FIRST RESPONDER JOINT IN...	1st INSTALL- W/COMP, PKG, MGM...	(14,985.00)
12/31/2019	9181	JAMESBURG HARDWARE & ...	Invoice # A155191,A156389, A157893	(22.64)
12/31/2019	9180	K.W. RASTALL OIL	Account # 12613	(191.63)
12/31/2019	9179	MAIN ELECTRIC SUPPLY CO...	a/c #332141	(12.01)
12/31/2019	9178	NETLINK WEB SERVICES, LLC	Invoice #NWS2444	(199.00)
12/31/2019	9177	NJ-AMERICAN WATER COMP.	A/c # 1018-210028471827/ 1018-21...	(4,881.36)
12/31/2019	9176	NORTHEASTERN BUILDING ...	invoice #1912-011857, 1912-014197	(180.65)
12/31/2019	9175	PSE&G	A/c # 13-014-190-01	(578.16)
12/31/2019	9174	RELIABLE FIRE PROTECTION		(674.25)
12/31/2019	9173	SKYLANDS AREA FIRE EQUI...	Invoice#11087	(1,722.85)
12/31/2019	9172	STANDARD WASTE SERVICES	Invoice #366299	(139.40)
12/31/2019	9171	W.B. MASON CO. INC.	Invoice # 206171961	(4.99)
12/31/2019	9170	WATER SUPPLY INNOVATIO...	Invoice # 20-1327	(2,354.00)
Total 1106-00 · 1st Constitution				(26,889.28)
<b>TOTAL</b>				<b>(26,889.28)</b>



**Jamesburg Board of Fire Commissioners**  
**Outstanding Checks**  
September through December 2019

01/14/20

Type	Date	Num	Name	Account	Paid Amount
Bill Pmt -Check	11/21/2019	9128	DINA WA...	1106-00 · 1st Constitution	
Bill	11/21/2019	2019-...		6100-01 · Commissioners Pay	-733.00
TOTAL					-733.00
Bill Pmt -Check	12/19/2019	9158	NORTH J...	1106-00 · 1st Constitution	
Bill	12/19/2019	2019-...		7140-01 · Fire Equipment	-385.00
TOTAL					-385.00
Bill Pmt -Check	12/19/2019	9159	NJ-AMERI...	1106-00 · 1st Constitution	
Bill	12/19/2019	2019-...		7600-00 · Utilities 7200-00 · Hydrant Rental Dom Water	-69.65 -4,830.00
TOTAL					-4,899.65
Bill Pmt -Check	12/19/2019	9161	NETLINK ...	1106-00 · 1st Constitution	
Bill	12/19/2019	2019-...		6500-01 · Office Supplies	-199.00
TOTAL					-199.00
Bill Pmt -Check	12/19/2019	9162	MINERVA...	1106-00 · 1st Constitution	
Bill	12/19/2019	2019-...		7195-00 · Uniform & Equip(Firefighters)	-133.75
TOTAL					-133.75