

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

Prepared By: S. Rampacek

Treasurer Report:

Date: 06/18/2020

Reconciled balance brought forward in 1st Constitution Checking Acct from last meeting:	\$ 20,010.68
Deposits/Voiced Checks since the last meeting (see Note 1):	\$ 18.48
Vouchers/Fees paid/Transfers since last meeting:	\$ (34,605.58)
Current Reconciled Balance Remaining in 1st Constitution Checking Account (Note 1):	\$ (14,576.42)
Reconciled 1st Constitution Savings Balance brought forward from last meeting:	\$ 324,622.05
Withdrawals/Transfers to Checking:	\$ -
Deposits/Interest to Savings Account (see Note 4 & 5):	\$ 257.92
Current Reconciled Balance Remaining in 1st Constitution Savings Account: **MATCHES BALANCE IN BANK ONLINE**	\$ 324,879.97
GRAND TOTAL CASH ON HAND:	\$ 310,303.55
 Total Dollar Amount of Current Month Voucher List to be Paid:	 \$ 20,123.42

Notes - 06/18/2020 Report:

1) Payment of the current month's voucher list would result in a 1st Constitution Checking balance of: \$ (34,699.84) therefore a transfer FROM 1st Constitution Sav of \$ 54,699.84 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 \$18.48 on 05/29/2020. Also Reflects interest earned in account ending in 0827 in the amount of \$257.92 on 5/29/2020.

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 2020**

	Jan - Dec 20	Budget	% of Budget
Ordinary Income/Expense			
Expense			
6100-00 · Salary & Wages			
6100-01 · Commissioners Pay	6,373.00	14,396.00	44.3%
6100-02 · Clerk Pay	0.00	1,500.00	0.0%
Total 6100-00 · Salary & Wages	6,373.00	15,896.00	40.1%
6400-00 · Professional Fees			
6400-01 · Legal Fees	7,554.00	17,000.00	44.4%
6400-02 · Accounting/Auditing Fees	0.00	12,000.00	0.0%
6400-04 · Medical Services	85.00	1,000.00	8.5%
Total 6400-00 · Professional Fees	7,639.00	30,000.00	25.5%
6400-05 · Election Expenses	1,425.00	5,000.00	28.5%
6500-00 · Office \Postage Exp			
6500-01 · Office Supplies	2,111.47	5,000.00	42.2%
6500-02 · Misc Supplies(petty cash)	0.00	200.00	0.0%
Total 6500-00 · Office \Postage Exp	2,111.47	5,200.00	40.6%
Total Expense	17,548.47	56,096.00	31.3%
Net Ordinary Income	(17,548.47)	(56,096.00)	31.3%
Other Income/Expense			
Other Expense			
7100-00 · Reimb for Exp & Losses			
7140-00 · Truck Equipment			
7140-01 · Fire Equipment	5,039.83	17,000.00	29.6%
Total 7140-00 · Truck Equipment	5,039.83	17,000.00	29.6%
7195-00 · Uniform & Equip(Firefighters)	10,691.65	17,000.00	62.9%
Total 7100-00 · Reimb for Exp & Losses	15,731.48	34,000.00	46.3%
7200-00 · Hydrant Rental Dom Water	24,118.48	58,000.00	41.6%
7400-00 · Insurance Premium	33,873.00	51,000.00	66.4%
7500-00 · Professional Services			
7500-03 · Training & Education	1,335.59	12,000.00	11.1%
Total 7500-00 · Professional Services	1,335.59	12,000.00	11.1%
7600-00 · Utilities	8,834.89	21,000.00	42.1%
7700-00 · Maint/Repairs			
7710-00 · Truck Service			
7710-01 · Radio Serv/Repair	350.00	5,000.00	7.0%
7710-02 · Fuel	0.00	5,000.00	0.0%
7710-04 · Truck Service	5,839.95	20,000.00	29.2%
7710-05 · Equipment Testing	1,110.15	8,000.00	13.9%
Total 7710-00 · Truck Service	7,300.10	38,000.00	19.2%
7720-00 · Air Pack & Bottle Repair	0.00	2,000.00	0.0%
7730-00 · Bldg Maintenance	5,760.40	40,000.00	14.4%
7740-00 · Bldg Supplies	330.99	2,000.00	16.5%
7750-00 · Fire Comp. Contract	16,250.00	32,500.00	50.0%
Total 7700-00 · Maint/Repairs	29,641.49	114,500.00	25.9%
7800-00 · Contingency	2,986.00	25,000.00	11.9%
7850-00 · LOSAP Program			
7850-01 · LOSAP Program	17,311.87	19,000.00	91.1%
Total 7850-00 · LOSAP Program	17,311.87	19,000.00	91.1%
8000-00 · Debt Service			
8010-11 · Capital Lease-Oshkosh Princ	28,759.00	29,865.00	96.3%
8020-11 · Capital Lease-Oshkosh Int	4,690.29	3,583.00	130.9%
Total 8000-00 · Debt Service	33,449.29	33,448.00	100.0%
9400-00 · Capital Projects	0.00	65,033.00	0.0%
Total Other Expense	167,282.09	432,981.00	38.6%
Net Other Income	(167,282.09)	(432,981.00)	38.6%
Net Income	(184,830.56)	(489,077.00)	37.8%

Jamesburg Board of Fire Commissioners
Accounts Payable Voucher List
As of June 19, 2020

06/18/20

Date	Num	Account	Open Balance
1ST RESPONDER NEWSPAPER 06/18/2020	2020-01-059	7500-03 · Training & Education	85.00
Total 1ST RESPONDER NEWSPAPER			85.00
APPROVED FIRE PROTECTION CO. 06/18/2020	2020-01-028	7710-05 · Equipment Testing	397.41
Total APPROVED FIRE PROTECTION CO.			397.41
CAMPBELL SUPPLY CO. INC. 06/18/2020	2020-01-026	7710-04 · Truck Service	954.39
06/18/2020	20-05-001	7710-04 · Truck Service	2,816.50
Total CAMPBELL SUPPLY CO. INC.			3,769.89
CENTRAL JERSEY SECURITY 06/18/2020	2020-02-015	7730-00 · Bldg Maintenance	149.85
Total CENTRAL JERSEY SECURITY			149.85
CIRCLE JANITORIAL SUPPLIES, SOUTH 06/18/2020	2020-02-010	7740-00 · Bldg Supplies	24.75
Total CIRCLE JANITORIAL SUPPLIES, SOUTH			24.75
GRAINGER 06/18/2020	2020-02-014	7195-00 · Uniform & Equip(Firefighters)	89.68
Total GRAINGER			89.68
JAMESBURG HARDWARE & APPLIANCE 06/18/2020	2020-02-012	7730-00 · Bldg Maintenance	11.66
Total JAMESBURG HARDWARE & APPLIANCE			11.66
JCP&L 06/18/2020	2020-03-058	7600-00 · Utilities	689.79
Total JCP&L			689.79
JOHN A WALKER JR. 06/18/2020	2020-02-015	6500-01 · Office Supplies	31.96
06/18/2020	2020-02-015	6500-01 · Office Supplies	225.49
06/18/2020	2020-02-015	6500-01 · Office Supplies	8.99
06/18/2020	2020-02-015	6500-01 · Office Supplies	37.98
06/18/2020	2020-02-015	6500-01 · Office Supplies	3.52
Total JOHN A WALKER JR.			307.94
NETLINK WEB SERVICES, LLC 06/18/2020	2020-03-053	6500-01 · Office Supplies	199.00
Total NETLINK WEB SERVICES, LLC			199.00
NJ AMERICAN WATER 06/18/2020	2020-03-057	7200-00 · Hydrant Rental Dom Water	4,830.00
06/18/2020	2020-03-057	7600-00 · Utilities	25.82
Total NJ AMERICAN WATER			4,855.82
PSE&G 06/18/2020	2020-03-056	7600-00 · Utilities	200.36
Total PSE&G			200.36
SANCHEZ LANDSCAPING, LLC 06/18/2020	2020-02-011	7730-00 · Bldg Maintenance	60.00
Total SANCHEZ LANDSCAPING, LLC			60.00

Jamesburg Board of Fire Commissioners
Accounts Payable Voucher List
As of June 19, 2020

06/18/20

Date	Num	Account	Open Balance
SKYLANDS AREA FIRE EQUIPMENT & TRAINING, 06/18/2020	20-03-009	7195-00 · Uniform & Equip(Firefighters)	8,787.95
Total SKYLANDS AREA FIRE EQUIPMENT & TRAINING,			8,787.95
STANDARD WASTE SERVICES 06/18/2020	2020-02-013	7730-00 · Bldg Maintenance	139.40
Total STANDARD WASTE SERVICES			139.40
VERIZON 06/18/2020	2020-03-055	7600-00 · Utilities	349.93
Total VERIZON			349.93
W.B. MASON CO. INC. 06/18/2020	2020-03-054	6500-01 · Office Supplies	4.99
Total W.B. MASON CO. INC.			4.99
TOTAL			20,123.42

Jamesburg Board of Fire Commissioners
Accounts Payable Voucher List
As of June 19, 2020

06/18/20

Date	Num	Account	Open Balance
1ST RESPONDER NEWSPAPER			
06/18/2020	2020-01-059	7500-03 · Training & Education	85.00
Total 1ST RESPONDER NEWSPAPER			85.00
APPROVED FIRE PROTECTION CO.			
06/18/2020	2020-01-028	7710-05 · Equipment Testing	397.41
Total APPROVED FIRE PROTECTION CO.			397.41
CAMPBELL SUPPLY CO. INC.			
06/18/2020	2020-01-026	7710-04 · Truck Service	954.39
06/18/2020	20-05-001	7710-04 · Truck Service	2,815.50
Total CAMPBELL SUPPLY CO. INC.			3,769.89
CENTRAL JERSEY SECURITY			
06/18/2020	2020-02-015	7730-00 · Bldg Maintenance	149.85
Total CENTRAL JERSEY SECURITY			149.85
CIRCLE JANITORIAL SUPPLIES, SOUTH			
06/18/2020	2020-02-010	7740-00 · Bldg Supplies	24.75
Total CIRCLE JANITORIAL SUPPLIES, SOUTH			24.75
GRAINGER			
06/18/2020	2020-02-014	7195-00 · Uniform & Equip(Firefighters)	89.68
Total GRAINGER			89.68
JAMESBURG HARDWARE & APPLIANCE			
06/18/2020	2020-02-012	7730-00 · Bldg Maintenance	11.66
Total JAMESBURG HARDWARE & APPLIANCE			11.66
JCP&L			
06/18/2020	2020-03-058	7600-00 · Utilities	689.79
Total JCP&L			689.79
JOHN A WALKER JR.			
06/18/2020	2020-02-015	6500-01 · Office Supplies	31.96
06/18/2020	2020-02-015	6500-01 · Office Supplies	225.49
06/18/2020	2020-02-015	6500-01 · Office Supplies	8.99
06/18/2020	2020-02-015	6500-01 · Office Supplies	37.98
06/18/2020	2020-02-015	6500-01 · Office Supplies	3.52
Total JOHN A WALKER JR.			307.94
NETLINK WEB SERVICES, LLC			
06/18/2020	2020-03-053	6500-01 · Office Supplies	199.00
Total NETLINK WEB SERVICES, LLC			199.00
NJ AMERICAN WATER			
06/18/2020	2020-03-057	7730-00 · Bldg Maintenance	4,830.00
06/18/2020	2020-03-057	7600-00 · Utilities	25.82
Total NJ AMERICAN WATER			4,855.82
PSE&G			
06/18/2020	2020-03-056	7600-00 · Utilities	200.36
Total PSE&G			200.36
SANCHEZ LANDSCAPING, LLC			
06/18/2020	2020-02-011	7730-00 · Bldg Maintenance	60.00
Total SANCHEZ LANDSCAPING, LLC			60.00

06/16/20

Jamesburg Board of Fire Commissioners
Accounts Payable Voucher List
As of June 19, 2020

<u>Date</u>	<u>Num</u>	<u>Account</u>	<u>Open Balance</u>
SKYLANDS AREA FIRE EQUIPMENT & TRAINING, 06/18/2020	20-03-009	7195-00 · Uniform & Equip(Firefighters)	8,787.95
Total SKYLANDS AREA FIRE EQUIPMENT & TRAINING,			8,787.95
STANDARD WASTE SERVICES 06/18/2020	2020-02-013	7730-00 · Bldg Maintenance	139.40
Total STANDARD WASTE SERVICES			139.40
VERIZON 06/18/2020	2020-03-055	7600-00 · Utilities	349.93
Total VERIZON			349.93
W.B. MASON CO. INC. 06/18/2020	2020-03-054	6500-01 · Office Supplies	4.99
Total W.B. MASON CO. INC.			4.99
TOTAL			20,123.42

Jamesburg Board of Fire Commissioners
Monthly Check Register
 June 1 - 26, 2020

06/16/20

<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Amount</u>
1106-00 · 1st Constitution				
06/18/2020	9275	1ST RESPONDER NEWSPAP...	Invoice # 533182	(85.00)
06/18/2020	9276	APPROVED FIRE PROTECTI...	Invoices# ST00049798	(397.41)
06/18/2020	9277	CAMPBELL SUPPLY CO. INC.		(3,769.89)
06/18/2020	9278	CENTRAL JERSEY SECURITY	INV #91959	(149.85)
06/18/2020	9279	CIRCLE JANITORIAL SUPPLI...	invoice #21896-20	(24.75)
06/18/2020	9280	GRAINGER	INV# 9552908072	(89.68)
06/18/2020	9281	JAMESBURG HARDWARE & ...	Invoice # A170918	(11.66)
06/18/2020	9282	JCP&L		(689.79)
06/18/2020	9283	JOHN A WALKER JR.	REIMB Items zoom & Webcam/mic	(307.94)
06/18/2020	9284	NETLINK WEB SERVICES, LLC	Invoice # NWS2526	(199.00)
06/18/2020	9285	NJ AMERICAN WATER	A/C # 1018-210028471827 &1018-2...	(4,855.82)
06/18/2020	9286	PSE&G	Inv # 503100073039	(200.36)
06/18/2020	9287	SANCHEZ LANDSCAPING, LLC	Invoice # 5530	(60.00)
06/18/2020	9288	SKYLANDS AREA FIRE EQUI...	Inv #11561	(8,787.95)
06/18/2020	9289	STANDARD WASTE SERVICES	Invoice 377993	(139.40)
06/18/2020	9290	VERIZON		(349.93)
06/18/2020	9291	W.B. MASON CO. INC.	Invoice # 210522656	(4.99)
Total 1106-00 · 1st Constitution				(20,123.42)
TOTAL				(20,123.42)

BANK RECONCILIATION

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

MONTH OF: **May-20**

NAME OF BANK: **1st Constitution Bank**

PREPARED BY: **SR**

ACCOUNT #: **9760200797**

BALANCE FORWARD:	05/01/2020	\$ 20,010.68	BAL. PER BANK STATEMENT	\$ 19,218.07
			AS OF: 29-May-20	
ADD DEBITS:			ADD DEPOSITS IN TRANSIT:	
Online Banking Transfer				
Interest		\$ 18.48		
TOTAL DEBITS:		\$ 18.48		
	TOTAL	\$ 20,029.16		
LESS CREDITS:			TOTAL IN TRANSIT:	
VOUCHER LIST - 4/16/2020		\$ 34,605.58		\$ 19,218.07
			LESS CHECKS OUTSTANDING:	
			TOTAL:	\$ 33,794.49
TOTAL CREDITS:		\$ 34,605.58		
ENDING BANK BALANCE-Per G/L	29-May-20	\$ (14,576.42)	BANK BALANCE-Per Reconciliation:	\$ (14,576.42)

\$0.00

NUMBER	AMOUNT	PAYEE NAME	DATE	P/O #
9225	380.35	Christopher Rampacek	3/19/20	
9250	150.06	Christopher Rampacek	4/16/20	
9254	783.00	Brian H. Wright	5/21/20	
9255	733.00	Dian Walker	5/21/20	
9256	250.00	Doug's Hose Dummies LLC	5/21/20	
9257	515.02	East Coast Lighting	5/21/20	
9258	461.71	FF1 Professional Safety	5/21/20	
9259	8,125.00	Jamesburg Fire Dept	5/21/20	
9260	439.01	JCP&L	5/21/20	
9261	7,554.00	Joseph Youssouf	5/21/20	
9262	126.58	McMaster Carr Supply	5/21/20	
9263	199.00	Netlink Web Service	5/21/20	
9264	3,132.60	New Jersey Fire Equipment	5/21/20	
9265	4,862.44	NJ American Water	5/21/20	
9266	575.00	Pradeep Mathew	5/21/20	
9267	315.03	PSE&G	5/21/20	
9269	575.00	Salvatore Georgianna	5/21/20	
9270	3,720.00	Sanchez Landscaping	5/21/20	
9272	342.70	Verizon	5/21/20	
9273	4.99	W.B. Mason	5/21/20	
9274	550.00	Water Supply Innovations	5/21/20	
	\$ 33,794.49			

Jamesburg Board of Fire Commissioners
Outstanding Checks
 January 1 through May 29, 2020

06/16/20

Type	Date	Num	Name	Account	Paid Amount
Bill Pmt -Check	03/20/2020	9228	Christopher Rampacek	1106-00 · 1st Constitution	
Bill	03/20/2020	2020-01-012		7500-03 · Training & Education 7710-01 · Radio Serv/Repair	-30.35 -350.00
TOTAL					-380.35
Bill Pmt -Check	04/16/2020	9250	Christopher Rampacek	1106-00 · 1st Constitution	
Bill	04/16/2020	2020-01-011		7140-01 · Fire Equipment	-150.06
TOTAL					-150.06
Bill Pmt -Check	05/21/2020	9254	BRIAN H. WRIGHT	1106-00 · 1st Constitution	
Bill	05/21/2020	2020-03-039		6100-01 · Commissioners Pay	-783.00
TOTAL					-783.00
Bill Pmt -Check	05/21/2020	9255	DINA WALKER	1106-00 · 1st Constitution	
Bill	05/21/2020	2020-03-041		6100-01 · Commissioners Pay	-733.00
TOTAL					-733.00
Bill Pmt -Check	05/21/2020	9256	DOUG'S HOSE DUMMIES, LLC	1106-00 · 1st Constitution	
Bill	05/21/2020	2020-01-024		7195-00 · Uniform & Equip(Fire...	-250.00
TOTAL					-250.00
Bill Pmt -Check	05/21/2020	9257	East Coast Lighting	1106-00 · 1st Constitution	
Bill	05/21/2020	2020-01-020		7710-04 · Truck Service	-515.02
TOTAL					-515.02
Bill Pmt -Check	05/21/2020	9258	FF1 PROFESSIONAL SAFETY SER...	1106-00 · 1st Constitution	
Bill	05/21/2020	2020-01-018		7140-01 · Fire Equipment	-461.71
TOTAL					-461.71
Bill Pmt -Check	05/21/2020	9259	JAMESBURG VOL FIRE DEPT	1106-00 · 1st Constitution	
Bill	05/21/2020	2020-03-042		7750-00 · Fire Comp. Contract	-8,125.00
TOTAL					-8,125.00
Bill Pmt -Check	05/21/2020	9260	JCP&L	1106-00 · 1st Constitution	
Bill	05/21/2020	2020-03-046		7600-00 · Utilities	-439.01
TOTAL					-439.01
Bill Pmt -Check	05/21/2020	9281	JOSEPH D YOUSSEUF, ESQUIRE	1106-00 · 1st Constitution	
Bill	05/21/2020	2020-03-047		6400-01 · Legal Fees	-7,554.00
TOTAL					-7,554.00

Jamesburg Board of Fire Commissioners
Outstanding Checks
 January 1 through May 29, 2020

06/16/20

Type	Date	Num	Name	Account	Paid Amount
Bill Pmt -Check	05/21/2020	9262	MC MASTER-CARR SUPPLY CO.	1106-00 · 1st Constitution	
Bill	05/21/2020	2020-01-021		7140-01 · Fire Equipment	-126.58
TOTAL					-126.58
Bill Pmt -Check	05/21/2020	9263	NETLINK WEB SERVICES, LLC	1106-00 · 1st Constitution	
Bill	05/21/2020	2020-03-051		6500-01 · Office Supplies	-199.00
TOTAL					-199.00
Bill Pmt -Check	05/21/2020	9264	NEW JERSEY FIRE EQUIPMENT CO.	1106-00 · 1st Constitution	
Bill	05/21/2020	2020-01-019		7140-01 · Fire Equipment	-1,065.60
Bill	05/21/2020	20-03-002		7140-01 · Fire Equipment	-2,067.00
TOTAL					-3,132.60
Bill Pmt -Check	05/21/2020	9265	NJ-AMERICAN WATER COMP.	1106-00 · 1st Constitution	
Bill	05/21/2020	2020-03-043		7200-00 · Hydrant Rental Dom ...	-4,830.00
				7600-00 · Utilities	-32.44
TOTAL					-4,862.44
Bill Pmt -Check	05/21/2020	9266	Pradeep Mathew	1106-00 · 1st Constitution	
Bill	05/21/2020	2020-03-045		6100-01 · Commissioners Pay	-575.00
TOTAL					-575.00
Bill Pmt -Check	05/21/2020	9267	PSE&G	1106-00 · 1st Constitution	
Bill	05/21/2020	2020-03-052		7600-00 · Utilities	-315.03
TOTAL					-315.03
Bill Pmt -Check	05/21/2020	9269	Salvatore Georgianna	1106-00 · 1st Constitution	
Bill	05/21/2020	2020-03-044		6100-01 · Commissioners Pay	-575.00
TOTAL					-575.00
Bill Pmt -Check	05/21/2020	9270	SANCHEZ LANDSCAPING, LLC	1106-00 · 1st Constitution	
Bill	05/21/2020	20-03-011		7730-00 · Bldg Maintenance	-3,720.00
TOTAL					-3,720.00
Bill Pmt -Check	05/21/2020	9272	VERIZON	1106-00 · 1st Constitution	
Bill	05/21/2020	2020-03-050		7600-00 · Utilities	-342.70
TOTAL					-342.70

Jamesburg Board of Fire Commissioners
Outstanding Checks
 January 1 through May 29, 2020

06/16/20

<u>Type</u>	<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Account</u>	<u>Paid Amount</u>
Bill Pmt -Check	05/21/2020	9273	W.B. MASON CO. INC.	1106-00 · 1st Constitution	
Bill	05/21/2020	2020-03-048		6500-01 · Office Supplies	-4.99
TOTAL					-4.99
Bill Pmt -Check	05/21/2020	9274	WATER SUPPLY INNOVATIONS, LLC	1106-00 · 1st Constitution	
Bill	05/21/2020	2020-01-022		7195-00 · Uniform & Equip(Fire...	-550.00
TOTAL					-550.00