

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

Prepared By: S. Rampacek

Treasurer Report:

Date: 11/21/19

Reconciled balance brought forward in 1st Constitution Checking Acct from last meeting:	\$ 20,026.34
Deposits/Voided Checks since the last meeting (see Note 1):	\$ 47,906.53
Vouchers/Fees paid/Transfers since last meeting:	\$ (47,901.41)
Current Reconciled Balance Remaining in 1st Constitution Checking Account (Note 1):	\$ 20,031.46
Reconciled 1st Constitution Savings Balance brought forward from last meeting:	\$ 342,276.04
Withdrawals/Transfers to Checking:	\$ (47,875.07)
Deposits/Interest to Savings Account (see Note 4 & 5):	\$ 276.27
Current Reconciled Balance Remaining in 1st Constitution Savings Account: **MATCHES BALANCE IN BANK ONLINE**	\$ 294,677.24
GRAND TOTAL CASH ON HAND:	\$ 314,708.70
Total Dollar Amount of Current Month Voucher List to be Paid:	\$ 28,708.75

Notes - 11/21/19 Report:

- 1) Payment of the current month's voucher list would result in a 1st Constitution Checking balance of: \$ (8,677.29) therefore a transfer FROM 1st Constitution Sav of \$ 28,677.29 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 \$31.46 on 10/31/19. Also Reflects interest earned in account ending in 0827 in the amount of \$276.27 on 10/31/19.

- 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 2019**

	Jan - Dec 19	Budget	% of Budget
Ordinary Income/Expense			
Expense			
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%
Total 6100-00 · Salary & Wages	13,605.20	14,900.00	91.3%
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	305.00	1,000.00	30.5%
Total 6400-00 · Professional Fees	16,965.18	33,000.00	51.4%
6400-05 · Election Expenses	3,845.22	4,000.00	96.1%
6500-00 · Office \Postage Exp			
6500-01 · Office Supplies	3,888.44	5,000.00	77.8%
6500-02 · Misc Supplies(petty cash)	55.00	200.00	27.5%
6500-00 · Office \Postage Exp - Other	341.00		
Total 6500-00 · Office \Postage Exp	4,284.44	5,200.00	82.4%
Total Expense	38,700.04	57,100.00	67.8%
Net Ordinary Income	(38,700.04)	(57,100.00)	67.8%
Other Income/Expense			
Other Expense			
7100-00 · Reimb for Exp & Losses			
7140-00 · Truck Equipment			
7140-01 · Fire Equipment	11,505.73	15,000.00	76.7%
7140-00 · Truck Equipment - Other	4,976.79		
Total 7140-00 · Truck Equipment	16,482.52	15,000.00	109.9%
7195-00 · Uniform & Equip(Firefighters)	15,411.40	15,000.00	102.7%
Total 7100-00 · Reimb for Exp & Losses	31,893.92	30,000.00	106.3%
7200-00 · Hydrant Rental Dom Water	47,053.69	58,000.00	81.1%
7400-00 · Insurance Premium	47,752.00	52,000.00	91.8%
7500-00 · Professional Services			
7500-03 · Training & Education	8,998.98	12,000.00	75.0%
Total 7500-00 · Professional Services	8,998.98	12,000.00	75.0%
7600-00 · Utilities	17,077.25	22,000.00	77.6%
7700-00 · Maint/Repairs			
7710-00 · Truck Service			
7710-01 · Radio Serv/Repair	1,950.40	5,000.00	39.0%
7710-02 · Fuel	263.00	5,000.00	5.3%
7710-04 · Truck Service	4,446.66	20,000.00	22.2%
7710-05 · Equipment Testing	11,950.02	6,000.00	199.2%
7710-00 · Truck Service - Other	72.00		
Total 7710-00 · Truck Service	18,682.08	36,000.00	51.9%
7720-00 · Air Pack & Bottle Repair	1,951.67	1,800.00	108.4%
7730-00 · Bldg Maintenance	35,334.43	32,500.00	108.7%
7740-00 · Bldg Supplies	861.27	2,000.00	43.1%
7750-00 · Fire Comp. Contract	32,500.00	32,500.00	100.0%
7700-00 · Maint/Repairs - Other	30.07		
Total 7700-00 · Maint/Repairs	89,359.52	104,800.00	85.3%
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%
Total 7850-00 · LOSAP Program	17,056.11	21,000.00	81.2%
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%
Total 8000-00 · Debt Service	33,449.29	33,450.00	100.0%
9400-00 · Capital Projects	65,033.00	117,650.00	55.3%
Total Other Expense	388,967.77	475,900.00	81.7%

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

	<u>Jan - Dec 19</u>	<u>Budget</u>	<u>% of Budget</u>
Net Other Income	(388,967.77)	(475,900.00)	81.7%
Net Income	<u>(427,667.81)</u>	<u>(533,000.00)</u>	<u>80.2%</u>

11/20/19

Jamesburg Board of Fire Commissioners
Accounts Payable Voucher List
As of November 21, 2019

Date	Num	Account	Open Balance
AIR & GAS TECHNOLOGIES, INC. 11/21/2019	19-03-002-02	7710-05 · Equipment Testing	495.00
Total AIR & GAS TECHNOLOGIES, INC.			495.00
American Uniforms 11/21/2019	19-04-002-03	7195-00 · Uniform & Equip(Firefighters)	465.94
Total American Uniforms			465.94
APPROVED FIRE PROTECTION CO. 11/21/2019	2019-01-075	7710-05 · Equipment Testing	212.76
Total APPROVED FIRE PROTECTION CO.			212.76
AUTO KING PARTS & SUPPLIES 11/21/2019	2019-01-077	7710-04 · Truck Service	29.98
Total AUTO KING PARTS & SUPPLIES			29.98
BETTER LIVING DEPT. STORE 11/21/2019	2019-01-079	7700-00 · Maint/Repairs	8.99
11/21/2019	2019-02-051	7700-00 · Maint/Repairs	21.08
Total BETTER LIVING DEPT. STORE			30.07
BOROUGH OF JAMESBURG SEWER UTILITY 11/21/2019	2019-03-101	7600-00 · Utilities	240.50
Total BOROUGH OF JAMESBURG SEWER UTILITY			240.50
BRIAN H. WRIGHT 11/21/2019	2019-03-104	6100-01 · Commissioners Pay	733.00
Total BRIAN H. WRIGHT			733.00
CIRCLE JANITORIAL SUPPLIES, SOUTH 11/21/2019	2019-02-052	7740-00 · Bldg Supplies	94.00
Total CIRCLE JANITORIAL SUPPLIES, SOUTH			94.00
DINA WALKER 11/21/2019	2019-03-105	6100-01 · Commissioners Pay	733.00
Total DINA WALKER			733.00
FAIL SAFE TESTING, LLC 11/21/2019	19-06-002	7710-05 · Equipment Testing	3,086.19
Total FAIL SAFE TESTING, LLC			3,086.19
FF1 PROFESSIONAL SAFETY SERVICES 11/21/2019	19-10-001	7720-00 · Air Pack & Bottle Repair	1,777.50
Total FF1 PROFESSIONAL SAFETY SERVICES			1,777.50
Fry-Fryer Sales & Service Inc 11/21/2019	19-09-03	7140-01 · Fire Equipment	385.08
11/21/2019	2019-02-048	7730-00 · Bldg Maintenance	270.35
Total Fry-Fryer Sales & Service Inc			655.43
JAMESBURG HARDWARE & APPLIANCE 11/21/2019	2019-02-049	7730-00 · Bldg Maintenance	42.72
Total JAMESBURG HARDWARE & APPLIANCE			42.72
JAMESBURG VOL FIRE DEPT 11/21/2019	2019-03-106	7750-00 · Fire Comp. Contract	8,125.00
Total JAMESBURG VOL FIRE DEPT			8,125.00
JCP&L			

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Jamesburg Board of Fire Commissioners
Accounts Payable Voucher List
As of November 21, 2019

Date	Num	Account	Open Balance
11/21/2019	2019-03-099	7600-00 · Utilities	1,496.92
Total JCP&L			1,496.92
LYNETTE EMENS			
11/21/2019	2019-03-107	6100-01 · Commissioners Pay	575.00
Total LYNETTE EMENS			575.00
MIDDLESEX COUNTY FIRE ACADEMY			
11/21/2019	2019-01-076	7500-03 · Training & Education	236.00
Total MIDDLESEX COUNTY FIRE ACADEMY			236.00
NETLINK WEB SERVICES, LLC			
11/21/2019	2019-03-098	6500-01 · Office Supplies	199.00
Total NETLINK WEB SERVICES, LLC			199.00
NEW JERSEY FIRE EQUIPMENT CO.			
11/21/2019	19-09-001	7140-00 · Truck Equipment	1,378.00
11/21/2019	19-09-001	7140-00 · Truck Equipment	470.00
Total NEW JERSEY FIRE EQUIPMENT CO.			1,848.00
NJ-AMERICAN WATER COMP.			
11/21/2019	2019-03-100	7200-00 · Hydrant Rental Dom Water	4,830.00
11/21/2019	2019-03-100	7600-00 · Utilities	31.52
Total NJ-AMERICAN WATER COMP.			4,861.52
PA Turnpike Toll By Plate			
11/21/2019	2019-01-078	7500-03 · Training & Education	34.30
Total PA Turnpike Toll By Plate			34.30
PSE&G			
11/21/2019	2019-03-102	7600-00 · Utilities	95.42
Total PSE&G			95.42
SANCHEZ LANDSCAPING, LLC			
11/21/2019	2019-02-050	7730-00 · Bldg Maintenance	150.00
Total SANCHEZ LANDSCAPING, LLC			150.00
STANDARD WASTE SERVICES			
11/21/2019	2019-02-048	7730-00 · Bldg Maintenance	278.80
Total STANDARD WASTE SERVICES			278.80
STEPHANIE RAMPACEK			
11/21/2019	2019-03-108	6100-01 · Commissioners Pay	733.00
Total STEPHANIE RAMPACEK			733.00
VERIZON			
11/21/2019	2019-03-097	7600-00 · Utilities	581.71
Total VERIZON			581.71
W.B. MASON CO. INC.			
11/21/2019	2019-03-109	6500-01 · Office Supplies	4.99
Total W.B. MASON CO. INC.			4.99
WILLIAM STONAKER			
11/21/2019	2019-103	6100-01 · Commissioners Pay	575.00
Total WILLIAM STONAKER			575.00
Winner Ford			
11/21/2019	2019-01-074	9400-00 · Capital Projects	318.00

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Jamesburg Board of Fire Commissioners
Accounts Payable Voucher List
As of November 21, 2019

Date	Num	Account	Open Balance
Total Winner Ford			318.00
TOTAL			28,708.75

Jamesburg Board of Fire Commissioners
Monthly Check Register
November 20 - 22, 2019

11/20/19

Date	Num	Name	Memo	Amount
1106-00 · 1st Constitution				
11/20/2019	9120	AIR & GAS TECHNOLOGIES, ...	Invoice # 805176	(495.00)
11/20/2019	9121	American Uniforms	INV# 68446RS, 68467MG	(465.94)
11/20/2019	9122	APPROVED FIRE PROTECTI...	Invoice # IN 00037474	(212.76)
11/20/2019	9123	AUTO KING PARTS & SUPPLI...	Invoice # 651473	(29.98)
11/20/2019	9124	BETTER LIVING DEPT. STORE		(30.07)
11/20/2019	9125	BOROUGH OF JAMESBURG ...	A/C # 725-2 4th Quarter	(240.50)
11/20/2019	9126	BRIAN H. WRIGHT	4th Quarter Fee	(733.00)
11/20/2019	9127	CIRCLE JANITORIAL SUPPLI...	Invoice # 21250-19	(94.00)
11/20/2019	9128	DINA WALKER	4th Quarter Fee	(733.00)
11/20/2019	9129	FAIL SAFE TESTING, LLC	Invoice # Inv-010832	(3,086.19)
11/20/2019	9130	FF1 PROFESSIONAL SAFET...	Invoice # SI-00506347	(1,777.50)
11/20/2019	9131	Fry-Fryer Sales & Service Inc		(655.43)
11/20/2019	9132	JAMESBURG HARDWARE & ...	Invoice # A155191,A156389,A15793	(42.72)
11/20/2019	9133	JAMESBURG VOL FIRE DEPT	4th QTR 2019 VOLUNTEER CONTR...	(8,125.00)
11/20/2019	9134	JCP&L	A/C # 100-008-678-888	(1,496.92)
11/20/2019	9135	LYNETTE EMENS	4th Quarter fee	(575.00)
11/20/2019	9136	MIDDLESEX COUNTY FIRE A...	Invoice # 19-0824	(236.00)
11/20/2019	9137	NETLINK WEB SERVICES, LLC	Invoice #NWS2334	(199.00)
11/20/2019	9138	NEW JERSEY FIRE EQUIPM...	Invoice # 62053	(1,848.00)
11/20/2019	9139	NJ-AMERICAN WATER COMP.	A/c # 1018-210028471827/ 1018-21...	(4,861.52)
11/20/2019	9140	PA Turnpike Toll By Plate	Invoice # 100887554-2, 0001480344...	(34.30)
11/20/2019	9141	PSE&G	Inv # 503100060645 A/C #13-014-19...	(95.42)
11/20/2019	9142	SANCHEZ LANDSCAPING, LLC	Invoice # 4866, 4775	(150.00)
11/20/2019	9143	STANDARD WASTE SERVICES	Invoice # 354302	(278.80)
11/20/2019	9144	STEPHANIE RAMPACEK	4th Quarter Fee	(733.00)
11/20/2019	9148	VERIZON	A/C # 455-860-114-0001-094	(581.71)
11/20/2019	9149	W.B. MASON CO. INC.	Inv # 204159487	(4.99)
11/20/2019	9150	WILLIAM STONAKER	4th Quarter Fees	(575.00)
11/21/2019	9151	Winner Ford	Invoice # 234093	(318.00)
Total 1106-00 · 1st Constitution				(28,708.75)
TOTAL				(28,708.75)

**Jamesburg Board of Fire Commissioners
Outstanding Checks
January through October 2019**

11/17/19

Type	Date	Num	Name	Account	Paid Amount
Bill Pmt -Check	09/19/2019	9077	TASC FIR...	1106-00 · 1st Constitution	
Bill	09/19/2019	19-07...		7710-05 · Equipment Testing	-1,110.00
TOTAL					-1,110.00
Bill Pmt -Check	09/19/2019	9086	Pioneer P...	1106-00 · 1st Constitution	
Bill	09/19/2019	2019-...		7195-00 · Uniform & Equip(Firefighters)	-403.38
TOTAL					-403.38
Bill Pmt -Check	10/17/2019	9097	STEPHAN...	1106-00 · 1st Constitution	
Bill	10/17/2019	2019-...		6100-01 · Commissioners Pay	-207.20
TOTAL					-207.20
Bill Pmt -Check	10/17/2019	9107	MERCER ...	1106-00 · 1st Constitution	
Bill	10/17/2019	2019-...		7500-03 · Training & Education	-800.00
TOTAL					-800.00
Bill Pmt -Check	10/17/2019	9110	American ...	1106-00 · 1st Constitution	
Bill	10/17/2019	2019-...		7195-00 · Uniform & Equip(Firefighters)	-802.90
TOTAL					-802.90
Bill Pmt -Check	10/17/2019	9119	JONATHO...	1106-00 · 1st Constitution	
Bill	10/17/2019	2019-...		7500-03 · Training & Education	-211.47
Bill	10/17/2019	2019-...		7500-03 · Training & Education	-44.00
				7710-02 · Fuel	-263.00
				7740-00 · Bldg Supplies	-90.42
TOTAL					-608.89