

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

Prepared By: S. Rampacek

Treasurer Report:

Date: 08/20/2020

|  |                         |
|--|-------------------------|
| Reconciled balance brought forward in <b>1st Constitution Checking</b> Acct from last meeting:                         | \$ 20,022.31            |
| Deposits/Voided Checks since the last meeting (see Note 1):  | \$ 13,562.36            |
| Vouchers/Fees paid/Transfers since last meeting:   | \$ (13,571.97)          |
| Current Reconciled Balance Remaining in 1st Constitution Checking Account (Note 1):                                    | <b>\$ 20,012.70</b>     |
| Reconciled 1st Constitution <b>Savings</b> Balance brought forward from last meeting:                                  | \$ 270,436.55           |
| Withdrawals/Transfers to-Checking:   | \$ (13,549.66)          |
| Deposits/Interest to Savings Account (see Note 4 & 5):   | \$ 115,933.32           |
| Current Reconciled Balance Remaining in 1st Constitution Savings Account:<br><b>**MATCHES BALANCE IN BANK ONLINE**</b> | <b>\$ 372,820.21</b>    |
| <b>GRAND TOTAL CASH ON HAND:</b>   | <b>\$ 392,832.91</b>    |
| <br>Total Dollar Amount of Current Month Voucher List to be Paid:  | <br><b>\$ 49,679.04</b> |

**Notes - 08/20/2020 Report:**

1) Payment of the current month's voucher list would result in a 1st Constitution Checking balance of: \$ (29,679.34) therefore a transfer FROM 1st Constitution Sav of \$ 49,679.34 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 \$12.70 on 07/30/2020. Also Reflects interest earned in account ending in 0827 in the amount of \$183.32 on 7/30/2020.

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

08/19/20

**Jamesburg Board of Fire Commissioners**  
**Accounts Payable Voucher List**  
**As of August 21, 2020**

| Date  | Num         | Account                                 | Open Balance |
|---|-------------|---|--------------|
| <b>AUTO AUTHORITY LLC</b>                   |             |   |              |
| 08/20/2020                                  | 2020-01-040 | 7710-04 · Truck Service                 | 128.40       |
| Total AUTO AUTHORITY LLC                    |             |   | 128.40       |
| <b>AUTO KING PARTS &amp; SUPPLIES</b>       |             |   |              |
| 08/20/2020                                  | 2020-01-038 | 7710-04 · Truck Service                 | 42.98        |
| Total AUTO KING PARTS & SUPPLIES            |             |   | 42.98        |
| <b>AWOGS</b>                                |             |   |              |
| 08/20/2020                                  | 2020-01-037 | 7195-00 · Uniform & Equip(Firefighters) | 617.00       |
| Total AWOGS                                 |             |   | 617.00       |
| <b>BETTER LIVING DEPT. STORE</b>            |             |   |              |
| 08/20/2020                                  | 2020-01-036 | 7500-03 · Training & Education          | 194.93       |
| Total BETTER LIVING DEPT. STORE             |             |   | 194.93       |
| <b>BOROUGH OF JAMESBURG SEWER UTILITY</b>   |             |   |              |
| 08/20/2020                                  | 2020-03-068 | 7600-00 · Utilities                     | 240.50       |
| Total BOROUGH OF JAMESBURG SEWER UTILITY    |             |   | 240.50       |
| <b>BRIAN H. WRIGHT</b>                      |             |   |              |
| 08/20/2020                                  | 2020-03-067 | 6100-01 · Commissioners Pay             | 783.00       |
| Total BRIAN H. WRIGHT                       |             |   | 783.00       |
| <b>CAMPBELL SUPPLY CO. INC.</b>             |             |   |              |
| 08/20/2020                                  | 2020-01-034 | 7710-04 · Truck Service                 | 278.20       |
| Total CAMPBELL SUPPLY CO. INC.              |             |   | 278.20       |
| <b>CIRCLE JANITORIAL SUPPLIES, SOUTH</b>    |             |   |              |
| 08/20/2020                                  | 2020-02-019 | 7740-00 · Bldg Supplies                 | 640.94       |
| Total CIRCLE JANITORIAL SUPPLIES, SOUTH     |             |   | 640.94       |
| <b>CLEAN AIR COMPANY INC.</b>               |             |   |              |
| 08/20/2020                                  | 20-03-003   | 7730-00 · Bldg Maintenance              | 1,068.00     |
| 08/20/2020                                  | 20-04-01    | 7730-00 · Bldg Maintenance              | 5,675.35     |
| 08/20/2020                                  | 2020-01-033 | 7730-00 · Bldg Maintenance              | 141.04       |
| Total CLEAN AIR COMPANY INC.                |             |   | 6,884.39     |
| <b>DINA WALKER</b>                          |             |   |              |
| 08/20/2020                                  | 2020-03-069 | 6100-01 · Commissioners Pay             | 733.00       |
| Total DINA WALKER                           |             |   | 733.00       |
| <b>Firedesign LLC</b>                       |             |   |              |
| 08/20/2020                                  | 20-03-002   | 7140-01 · Fire Equipment                | 1,175.00     |
| Total Firedesign LLC                        |             |   | 1,175.00     |
| <b>FIRST RESPONDER JOINT INSURANCE FUND</b> |             |   |              |
| 08/20/2020                                  | 2020-03-070 | 7400-00 · Insurance Premium             | 14,985.00    |
| Total FIRST RESPONDER JOINT INSURANCE FUND  |             |   | 14,985.00    |
| <b>GRAINGER</b>                             |             |   |              |
| 08/20/2020                                  | 2020-01-035 | 7140-01 · Fire Equipment                | 179.60       |
| 08/20/2020                                  | 2020-02-022 | 7740-00 · Bldg Supplies                 | 60.24        |
| Total GRAINGER                              |             |   | 239.84       |
| <b>JAMESBURG HARDWARE &amp; APPLIANCE</b>   |             |   |              |
| 08/20/2020                                  | 2020-02-020 | 7730-00 · Bldg Maintenance              | 17.38        |
| Total JAMESBURG HARDWARE & APPLIANCE        |             |   | 17.38        |

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**Jamesburg Board of Fire Commissioners**  
**Accounts Payable Voucher List**  
**As of August 21, 2020**

| Date                             | Num         | Account                            | Open Balance |
|----------------------------------|-------------|------------------------------------|--------------|
| <b>JAMESBURG VOL FIRE DEPT</b>   |             |                                    |              |
| 08/20/2020                       | 2020-03-071 | 7750-00 · Fire Comp. Contract      | 8,125.00     |
| Total JAMESBURG VOL FIRE DEPT    |             |                                    | 8,125.00     |
| <b>JCP&amp;L</b>                 |             |                                    |              |
| 08/20/2020                       | 2020-03-072 | 7600-00 · Utilities                | 818.73       |
| 08/20/2020                       | 2020-03-072 | 7600-00 · Utilities                | 1,142.71     |
| Total JCP&L                      |             |                                    | 1,961.44     |
| <b>JOSEPH D YOUSOUF, ESQUIRE</b> |             |                                    |              |
| 08/20/2020                       | 2020-03-077 | 6400-01 · Legal Fees               | 4,262.00     |
| Total JOSEPH D YOUSOUF, ESQUIRE  |             |                                    | 4,262.00     |
| <b>MICHAEL RAMPACEK</b>          |             |                                    |              |
| 08/20/2020                       | 2020-01-039 | 7140-01 · Fire Equipment           | 277.21       |
| Total MICHAEL RAMPACEK           |             |                                    | 277.21       |
| <b>NETLINK WEB SERVICES, LLC</b> |             |                                    |              |
| 08/20/2020                       | 2020-03-080 | 6500-01 · Office Supplies          | 199.00       |
| Total NETLINK WEB SERVICES, LLC  |             |                                    | 199.00       |
| <b>NJ-AMERICAN WATER COMP.</b>   |             |                                    |              |
| 08/20/2020                       | 2020-03-079 | 7200-00 · Hydrant Rental Dom Water | 4,830.00     |
| 08/20/2020                       | 2020-03-079 | 7600-00 · Utilities                | 26.81        |
| Total NJ-AMERICAN WATER COMP.    |             |                                    | 4,856.81     |
| <b>Pradeep Mathew</b>            |             |                                    |              |
| 08/20/2020                       | 2020-03-073 | 6100-01 · Commissioners Pay        | 575.00       |
| Total Pradeep Mathew             |             |                                    | 575.00       |
| <b>PSE&amp;G</b>                 |             |                                    |              |
| 08/20/2020                       | 2020-03-078 | 7600-00 · Utilities                | 80.37        |
| Total PSE&G                      |             |                                    | 80.37        |
| <b>Salvatore Georgianna</b>      |             |                                    |              |
| 08/20/2020                       | 2020-03-075 | 6100-01 · Commissioners Pay        | 575.00       |
| Total Salvatore Georgianna       |             |                                    | 575.00       |
| <b>SANCHEZ LANDSCAPING, LLC</b>  |             |                                    |              |
| 08/20/2020                       | 2020-02-021 | 7730-00 · Bldg Maintenance         | 60.00        |
| Total SANCHEZ LANDSCAPING, LLC   |             |                                    | 60.00        |
| <b>STANDARD WASTE SERVICES</b>   |             |                                    |              |
| 08/20/2020                       | 2020-02-018 | 7730-00 · Bldg Maintenance         | 139.40       |
| Total STANDARD WASTE SERVICES    |             |                                    | 139.40       |
| <b>STEPHANIE RAMPACEK</b>        |             |                                    |              |
| 08/20/2020                       | 2020-03-074 | 6100-01 · Commissioners Pay        | 933.00       |
| Total STEPHANIE RAMPACEK         |             |                                    | 933.00       |
| <b>VERIZON</b>                   |             |                                    |              |
| 08/20/2020                       | 2020-03-076 | 7600-00 · Utilities                | 341.58       |
| 08/20/2020                       | 2020-03-076 | 7600-00 · Utilities                | 340.68       |
| Total VERIZON                    |             |                                    | 682.26       |

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**Jamesburg Board of Fire Commissioners**  
**Accounts Payable Voucher List**  
As of August 21, 2020

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| <u>Date</u>                       | <u>Num</u>  | <u>Account</u>            | <u>Open Balance</u> |
|-----------------------------------|-------------|---------------------------|---------------------|
| W.B. MASON CO. INC.<br>08/20/2020 | 2020-03-066 | 6500-01 · Office Supplies | 4.99                |
| Total W.B. MASON CO. INC.         |             |                           | 4.99                |
| <b>TOTAL</b>                      |             |                           | <b>49,692.04</b>    |

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08/20/20

**Jamesburg Board of Fire Commissioners**  
**Monthly Check Register**  
**August 2020**

| Date                              | Num  | Name                        | Memo                            | Amount             |
|-----------------------------------|------|-----------------------------|---------------------------------|--------------------|
| <b>1106-00 · 1st Constitution</b> |      |                             |                                 |                    |
| 08/20/2020                        | 9332 | AUTO AUTHORITY LLC          | Invoice # 11103                 | (128.40)           |
| 08/20/2020                        | 9333 | AUTO KING PARTS & SUPPLI... | Invoice # 699204                | (42.98)            |
| 08/20/2020                        | 9334 | AWOGS                       | Invoice #2730                   | (617.00)           |
| 08/20/2020                        | 9335 | BETTER LIVING DEPT. STORE   | Inv # A468690                   | (194.93)           |
| 08/20/2020                        | 9331 | BOROUGH OF JAMESBURG ...    | 3rd quarter Sewer Charge        | (240.50)           |
| 08/20/2020                        | 9308 | BRIAN H. WRIGHT             | 3rd Quarter fee                 | (783.00)           |
| 08/20/2020                        | 9309 | CAMPBELL SUPPLY CO. INC.    | Invoice #r101012043:01          | (278.20)           |
| 08/20/2020                        | 9310 | CIRCLE JANITORIAL SUPPLI... | Invoice #21945-20 6/25/2020     | (640.94)           |
| 08/20/2020                        | 9311 | CLEAN AIR COMPANY INC.      |                                 | (6,884.39)         |
| 08/20/2020                        | 9312 | DINA WALKER                 | 3rd quarter fee                 | (733.00)           |
| 08/20/2020                        | 9313 | Firedesign LLC              | Invoice # 3907 8/13/2020        | (1,175.00)         |
| 08/20/2020                        | 9314 | FIRST RESPONDER JOINT IN... | 3rd INSTALL- W/COMP, PKG, MG... | (14,985.00)        |
| 08/20/2020                        | 9315 | GRAINGER                    |                                 | (239.84)           |
| 08/20/2020                        | 9316 | JAMESBURG HARDWARE & ...    | Invoice # A174505               | (17.38)            |
| 08/20/2020                        | 9317 | JAMESBURG VOL FIRE DEPT     | 3rd QTR 2020 VOLUNTEER CONT...  | (8,125.00)         |
| 08/20/2020                        | 9318 | JCP&L                       |                                 | (1,961.44)         |
| 08/20/2020                        | 9319 | JOSEPH D YOUSOUF, ESQ...    | Invoice #7707                   | (4,262.00)         |
| 08/20/2020                        | 9320 | MICHAEL RAMPACEK            | Trailer Hitch                   | (277.21)           |
| 08/20/2020                        | 9321 | NETLINK WEB SERVICES, LLC   | Invoice # NWS2555               | (199.00)           |
| 08/20/2020                        | 9322 | NJ-AMERICAN WATER COMP.     | A/C # 1018-210028471827/        | (4,856.81)         |
| 08/20/2020                        | 9323 | Pradeep Mathew              | 3rd Quarter Fee                 | (575.00)           |
| 08/20/2020                        | 9324 | PSE&G                       | Invoice #503100075439           | (80.37)            |
| 08/20/2020                        | 9325 | Salvatore Georgianna        | 3rd Quarter Fee                 | (575.00)           |
| 08/20/2020                        | 9326 | SANCHEZ LANDSCAPING, LLC    | Invoice # 6036                  | (60.00)            |
| 08/20/2020                        | 9327 | STANDARD WASTE SERVICES     | Invoice # 382439                | (139.40)           |
| 08/20/2020                        | 9328 | STEPHANIE RAMPACEK          | 3rd quarter fee                 | (933.00)           |
| 08/20/2020                        | 9329 | VERIZON                     |                                 | (682.26)           |
| 08/20/2020                        | 9330 | W.B. MASON CO. INC.         | Invoice # 212165458             | (4.99)             |
| Total 1106-00 · 1st Constitution  |      |                             |                                 | (49,692.04)        |
| <b>TOTAL</b>                      |      |                             |                                 | <b>(49,692.04)</b> |

**BANK RECONCILIATION**

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

MONTH OF: **July-20**

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

PREPARED BY: **SR**

ACCOUNT #: **9760200797**

|                                    |              |              |   |              |
|------------------------------------|--------------|--------------|---|--------------|
| BALANCE FORWARD:                   | 07/01/2020   | \$ 20,022.31 | BAL. PER BANK STATEMENT                 | \$ 20,613.92 |
|                                    |              |              | AS OF:                                  | 31-Jul-20    |
| <b>ADD DEBITS:</b>                 |              |              | <b>ADD DEPOSITS IN TRANSIT:</b>         |              |
| Online Banking Transfer            | \$ 13,549.66 |              |   |              |
|                                    |              |              |   |              |
| Interest                           | \$ 12.70     |              |   |              |
|                                    |              |              |   |              |
|                                    |              |              |   |              |
|                                    |              |              |   |              |
| <b>TOTAL DEBITS:</b>               | \$ 13,562.36 |              |   |              |
|                                    | <b>TOTAL</b> | \$ 33,584.67 |   |              |
| <b>LESS CREDITS:</b>               |              |              | <b>TOTAL IN TRANSIT:</b>                | \$ -         |
| VOUCHER LIST - 7/16/2020           | \$ 13,571.97 |              |   | \$ 20,613.92 |
|                                    |              |              | <b>LESS CHECKS OUTSTANDING:</b>         |              |
|                                    |              |              |   |              |
|                                    |              |              | <b>TOTAL:</b>                           | \$ 601.22    |
| <b>TOTAL CREDITS:</b>              | \$ 13,571.97 |              |   |              |
| <b>ENDING BANK BALANCE-Per G/L</b> | 31-Jul-20    | \$ 20,012.70 | <b>BANK BALANCE-Per Reconciliation:</b> | \$ 20,012.70 |

\$0.00

| NUMBER | AMOUNT    | PAYEE NAME           | DATE    | P/O # |
|--------|-----------|----------------------|---------|-------|
| 9250   | 150.06    | Christopher Rampacek | 4/16/20 |       |
| 9296   | 252.16    | Main Electric        | 7/16/20 |       |
| 9298   | 199.00    | Netlink Web Service  | 7/16/20 |       |
|        |           |                      |         |       |
|        |           |                      |         |       |
|        |           |                      |         |       |
|        |           |                      |         |       |
|        | \$ 601.22 |                      |         |       |

**Jamesburg Board of Fire Commissioners**  
**Outstanding Checks**  
 January 1 through August 1, 2020

08/19/20

| Type            | Date       | Num         | Name                           | Account                    | Paid Amount |
|-----------------|------------|-------------|--------------------------------|----------------------------|-------------|
| 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 | 07/16/2020 | 9296        | MAIN ELECTRIC SUPPLY CO., I... | 1106-00 · 1st Constitution |             |
| Bill            | 07/16/2020 | 2020-02-016 |                                | 7730-00 · Bldg Maintenance | -252.16     |
| TOTAL           |            |             |                                |                            | -252.16     |
| Bill Pmt -Check | 07/16/2020 | 9298        | NETLINK WEB SERVICES, LLC      | 1106-00 · 1st Constitution |             |
| Bill            | 07/16/2020 | 2020-03-064 |                                | 6500-01 · Office Supplies  | -199.00     |
| TOTAL           |            |             |                                |                            | -199.00     |