

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

Prepared By: S. Rampacek

Treasurer Report:

Date: 10/22/2020

Reconciled balance brought forward in 1st Constitution Checking Acct from last meeting:	\$ 20,014.80
Deposits/Voided Checks since the last meeting (see Note 1):	\$ 17.65
Vouchers/Fees paid/Transfers since last meeting:	\$ (9,981.28)
Current Reconciled Balance Remaining in 1st Constitution Checking Account (Note 1):	\$ 10,051.17
Reconciled 1st Constitution Savings Balance brought forward from last meeting:	\$ 440,227.19
Withdrawals/Transfers to Checking:	\$
Deposits/Interest to Savings Account (see Note 4 & 5):	\$ 271.37
Current Reconciled Balance Remaining in 1st Constitution Savings Account: **MATCHES BALANCE IN BANK ONLINE**	\$ 440,498.56
GRAND TOTAL CASH ON HAND:	\$ 450,549.73
 Total Dollar Amount of Current Month Voucher List to be Paid:	 \$ 27,882.19

Notes - 10/22/2020 Report:

1) Payment of the current month's voucher list would result in a 1st Constitution Checking balance of: \$ (17,831.02) therefore a transfer FROM 1st Constitution Sav of \$ 37,831.02 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 \$17.65 on 09/30/2020. Also Reflects interest earned in account ending in 0827 in the amount of \$271.37 on 09/30/2020.

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

11:02 PM

10/21/20

Accrual Basis

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	9,972.00	14,396.00	69.3%
6100-02 · Clerk Pay	0.00	1,500.00	0.0%
Total 6100-00 · Salary & Wages	<u>9,972.00</u>	<u>15,896.00</u>	<u>62.7%</u>
6400-00 · Professional Fees			
6400-01 · Legal Fees	11,816.00	17,000.00	69.5%
6400-02 · Accounting/Auditing Fees	0.00	12,000.00	0.0%
6400-04 · Medical Services	135.00	1,000.00	13.5%
Total 6400-00 · Professional Fees	<u>11,951.00</u>	<u>30,000.00</u>	<u>39.8%</u>
6400-05 · Election Expenses	1,425.00	5,000.00	28.5%
6500-00 · Office \Postage Exp			
6500-01 · Office Supplies	3,141.59	5,000.00	62.8%
6500-02 · Misc Supplies(petty cash)	0.00	200.00	0.0%
Total 6500-00 · Office \Postage Exp	<u>3,141.59</u>	<u>5,200.00</u>	<u>60.4%</u>
Total Expense	<u>26,489.59</u>	<u>56,096.00</u>	<u>47.2%</u>
Net Ordinary Income	(26,489.59)	(56,096.00)	47.2%
Other Income/Expense			
Other Expense			
7100-00 · Reimb for Exp & Losses			
7140-00 · Truck Equipment			
7140-01 · Fire Equipment	10,452.69	17,000.00	61.5%
Total 7140-00 · Truck Equipment	<u>10,452.69</u>	<u>17,000.00</u>	<u>61.5%</u>
7195-00 · Uniform & Equip(Firefighters)	13,186.16	17,000.00	77.6%
Total 7100-00 · Reimb for Exp & Losses	<u>23,638.85</u>	<u>34,000.00</u>	<u>69.5%</u>
7200-00 · Hydrant Rental Dom Water	43,438.48	58,000.00	74.9%
7400-00 · Insurance Premium	48,858.00	51,000.00	95.8%
7500-00 · Professional Services			
7500-03 · Training & Education	1,530.52	12,000.00	12.8%
Total 7500-00 · Professional Services	<u>1,530.52</u>	<u>12,000.00</u>	<u>12.8%</u>
7600-00 · Utilities	13,795.33	21,000.00	65.7%
7700-00 · Maint/Repairs			
7710-00 · Truck Service			
7710-01 · Radio Serv/Repair	2,018.00	5,000.00	40.4%
7710-02 · Fuel	0.00	5,000.00	0.0%
7710-04 · Truck Service	25,535.46	20,000.00	127.7%
7710-05 · Equipment Testing	6,411.75	8,000.00	80.1%
Total 7710-00 · Truck Service	<u>33,965.21</u>	<u>38,000.00</u>	<u>89.4%</u>
7720-00 · Air Pack & Bottle Repair	0.00	2,000.00	0.0%
7730-00 · Bldg Maintenance	14,719.48	40,000.00	36.8%
7740-00 · Bldg Supplies	1,400.42	2,000.00	70.0%
7750-00 · Fire Comp. Contract	24,375.00	32,500.00	75.0%
Total 7700-00 · Maint/Repairs	<u>74,460.11</u>	<u>114,500.00</u>	<u>65.0%</u>
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	<u>17,311.87</u>	<u>19,000.00</u>	<u>91.1%</u>
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	<u>33,449.29</u>	<u>33,448.00</u>	<u>100.0%</u>

1:14 AM
10/21/20
Accrual Basis

Jamesburg Board of Fire Commissioners
Budgeted Appropriations vs. Actual
January through December 2020

	<u>Jan - Dec 20</u>	<u>Budget</u>	<u>% of Budget</u>
9400-00 - Capital Projects	0.00	65,033.00	0.0%
Total Other Expense	259,468.45	432,981.00	59.9%
Net Other Income	(259,468.45)	(432,981.00)	59.9%
Net Income	<u>(285,958.04)</u>	<u>(489,077.00)</u>	<u>58.5%</u>

10/21/20

Jamesburg Board of Fire Commissioners
Accounts Payable Voucher List
As of October 22, 2020

Date	Num	Account	Open Balance
PENGUIN MANAGEMENT, INC. 10/22/2020	2020-01-046	7710-01 · Radio Serv/Repair	1,668.00
Total PENGUIN MANAGEMENT, INC.			1,668.00
PSE&G 10/22/2020	2020-03-089	7600-00 · Utilities	145.88
Total PSE&G			145.88
SANCHEZ LANDSCAPING, LLC 10/22/2020 10/22/2020	2020-02-027 2020-02-027	7730-00 · Bldg Maintenance 7730-00 · Bldg Maintenance	75.00 100.00
Total SANCHEZ LANDSCAPING, LLC			175.00
STANDARD WASTE SERVICES 10/22/2020	2020-02-030	7730-00 · Bldg Maintenance	139.40
Total STANDARD WASTE SERVICES			139.40
VELTING OVERHEAD DOOR, LLC 10/22/2020 10/22/2020	2020-02-030 2020-02-030	7730-00 · Bldg Maintenance 7730-00 · Bldg Maintenance	225.00 70.00
Total VELTING OVERHEAD DOOR, LLC			295.00
VERIZON 10/22/2020	2020-03-090	7600-00 · Utilities	335.68
Total VERIZON			335.68
W.B. MASON CO. INC. 10/22/2020	2020-03-091	6500-01 · Office Supplies	4.99
Total W.B. MASON CO. INC.			4.99
TOTAL			27,882.19

10/21/20

Jamesburg Board of Fire Commissioners
Monthly Check Register
October 2020

<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Amount</u>
1106-00 - 1st Constitution				
10/22/2020	9350	AIR & GAS TECHNOLOGIES, ...	Invoice # 808541	(1,008.00)
10/22/2020	9351	APPROVED FIRE PROTECTI...		(1,320.10)
10/22/2020	9352	AUTO KING PARTS & SUPPLI...		(1,030.10)
10/22/2020	9353	CAMPBELL SUPPLY CO. INC.		(11,519.79)
10/22/2020	9354	CENTRAL JERSEY SECURITY	Invoice #92624	(149.85)
10/22/2020	9355	ELECTRONIC MEASUREMEN...	INV # 55919	(57.90)
10/22/2020	9356	FAIL SAFE TESTING, LLC	Invoice # 12455	(3,833.64)
10/22/2020	9357	JOHN A WALKER JR.	REIMB Items zoom	(214.16)
10/22/2020	9358	MC MASTER-CARR SUPPLY ...	INV# 4676996	(140.89)
10/22/2020	9359	NETLINK WEB SERVICES, LLC	Invoice # NWS2584	(199.00)
10/22/2020	9360	NEW JERSEY FIRE EQUIPM...	Invoice #64376	(788.00)
10/22/2020	9361	NJ AMERICAN WATER	A/C # 1018-210028471827 &1018-2...	(4,856.81)
10/22/2020	9362	PENGUIN MANAGEMENT, INC.	Invoice # 61982	(1,668.00)
10/22/2020	9363	PSE&G	Invoice #5031000078161	(145.88)
10/22/2020	9364	SANCHEZ LANDSCAPING, LLC	Invoice #6543,6485	(175.00)
10/22/2020	9365	STANDARD WASTE SERVICES	Invoice # 387213	(139.40)
10/22/2020	9366	VELTING OVERHEAD DOOR,...	invoice # 42886	(295.00)
10/22/2020	9367	VERIZON		(335.68)
10/22/2020	9368	W.B. MASON CO. INC.	Invoice # 213912231	(4.99)
Total 1106-00 - 1st Constitution				(27,882.19)
TOTAL				(27,882.19)

BANK RECONCILIATION

NAME OF CLIENT: JAMESBURG BOARD OF FIRE COMMISSIONERS

MONTH OF: September-20

NAME OF BANK: 1st Constitution Bank

PREPARED BY: SR

ACCOUNT #: 9760200797

BALANCE FORWARD:	09/01/2020	\$ 20,014.80	BAL. PER BANK STATEMENT	\$ 10,875.17
			AS OF: <u>30-Sep-20</u>	
ADD DEBITS:			ADD DEPOSITS IN TRANSIT:	
Online Banking Transfer				
Interest	\$ 17.65			
TOTAL DEBITS:	\$ 17.65			
	TOTAL	\$ 20,032.45		
			\$ -	
LESS CREDITS:			TOTAL IN TRANSIT:	\$ 10,875.17
VOUCHER LIST - 9/17/2020	\$ 9,981.28			
			LESS CHECKS OUTSTANDING:	
			TOTAL:	\$ 824.00
TOTAL CREDITS:	\$ 9,981.28			
ENDING BANK BALANCE-Per G/L	30-Sep-20	\$ 10,051.17	BANK BALANCE-Per Reconciliation:	\$ 10,051.17

\$0.00

NUMBER	AMOUNT	PAYEE NAME	DATE	P/O #
9323	575.00	Pradeep Matthew	8/20/20	
9343	199.00	Netlink Web Services	9/17/20	
9348	50.00	Tom Cooper	9/17/20	
	\$ 824.00			

10/20/20

Jamesburg Board of Fire Commissioners
Outstanding Checks
January through September 2020

Type	Date	Num	Name	Account	Paid Amount
Bill Pmt -Check	08/20/2020	9323	Pradeep Mathew	1106-00 · 1st Constitution	
Bill	08/20/2020	2020-03-073		6100-01 · Commissioners Pay	-575.00
TOTAL					-575.00
Bill Pmt -Check	09/17/2020	9343	NETLINK WEB SERVICES, LLC	1106-00 · 1st Constitution	
Bill	09/17/2020	2020-03-081		6500-01 · Office Supplies	-199.00
TOTAL					-199.00
Bill Pmt -Check	09/17/2020	9348	tom cooper	1106-00 · 1st Constitution	
Bill	09/17/2020	2020-01-042		6400-04 · Medical Services	-50.00
TOTAL					-50.00