

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

Prepared By: S. Rampacek

Treasurer Report:

Date: 09/17/2020

Reconciled balance brought forward in 1st Constitution Checking Acct from last meeting:	\$ 20,012.70
Deposits/Voided Checks since the last meeting (see Note 1):	\$ 49,694.14
Vouchers/Fees paid/Transfers since last meeting:	\$ (49,692.04)
Current Reconciled Balance Remaining in 1st Constitution Checking Account (Note 1):	\$ 20,014.80
Reconciled 1st Constitution Savings Balance brought forward from last meeting:	\$ 372,820.21
Withdrawals/Transfers to Checking:	\$ (49,679.34)
Deposits/Interest to Savings Account (see Note 4 & 5):	\$ 117,086.32
Current Reconciled Balance Remaining in 1st Constitution Savings Account: **MATCHES BALANCE IN BANK ONLINE**	\$ 440,227.19
GRAND TOTAL CASH ON HAND:	\$ 460,241.99
 Total Dollar Amount of Current Month Voucher List to be Paid:	 \$ 9,981.28

Notes - 09/17/2020 Report:

- 1) Payment of the current month's voucher list would result in a 1st Constitution Checking balance of: \$ 10,033.52 therefore a transfer FROM 1st Constitution Sav of \$ 9,966.48 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 \$14.80 on 08/31/2020. Also Reflects interest earned in account ending in 0827 in the amount of \$264.32 on 8/31/2020.
- 5) Fire Tax Checks are due from the Borough within 30 days following the March, May, August, and November commissioner meetings.
- 6) We received a check from Spotswood Fire Dept for the fittest Maintance that we requested in the amount of \$1072.00

**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	9,972.00	15,896.00	62.7%
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	11,951.00	30,000.00	39.8%
6400-05 · Election Expenses	1,425.00	5,000.00	28.5%
6500-00 · Office \Postage Exp			
6500-01 · Office Supplies	2,723.44	5,000.00	54.5%
6500-02 · Misc Supplies(petty cash)	0.00	200.00	0.0%
Total 6500-00 · Office \Postage Exp	2,723.44	5,200.00	52.4%
Total Expense	26,071.44	56,096.00	46.5%
Net Ordinary Income	(26,071.44)	(56,096.00)	46.5%
Other Income/Expense			
Other Expense			
7100-00 · Reimb for Exp & Losses			
7140-00 · Truck Equipment			
7140-01 · Fire Equipment	8,270.90	17,000.00	48.7%
Total 7140-00 · Truck Equipment	8,270.90	17,000.00	48.7%
7195-00 · Uniform & Equip(Firefighters)	13,186.16	17,000.00	77.6%
Total 7100-00 · Reimb for Exp & Losses	21,457.06	34,000.00	63.1%
7200-00 · Hydrant Rental Dom Water	38,608.48	58,000.00	66.6%
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	1,530.52	12,000.00	12.8%
7600-00 · Utilities	13,286.96	21,000.00	63.3%
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	12,985.57	20,000.00	64.9%
7710-05 · Equipment Testing	1,445.01	8,000.00	18.1%
Total 7710-00 · Truck Service	14,780.58	38,000.00	38.9%
7720-00 · Air Pack & Bottle Repair	0.00	2,000.00	0.0%
7730-00 · Bldg Maintenance	13,960.23	40,000.00	34.9%
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	54,516.23	114,500.00	47.6%
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	232,004.41	432,981.00	53.6%
Net Other Income	(232,004.41)	(432,981.00)	53.6%
Net Income	(258,075.85)	(489,077.00)	52.8%

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Jamesburg Board of Fire Commissioners
Accounts Payable Voucher List
 As of September 17, 2020

Date	Num	Account	Open Balance
AUTO KING PARTS & SUPPLIES			
09/17/2020	2020-01-041	7710-04 · Truck Service	23.99
Total AUTO KING PARTS & SUPPLIES			23.99
BETTER LIVING DEPT. STORE			
09/17/2020	2020-02-026	7730-00 · Bldg Maintenance	17.95
09/17/2020	2020-02-026	7730-00 · Bldg Maintenance	19.49
Total BETTER LIVING DEPT. STORE			37.44
CIRCLE JANITORIAL SUPPLIES, SOUTH			
09/17/2020	2020-02-023	7740-00 · Bldg Supplies	368.25
Total CIRCLE JANITORIAL SUPPLIES, SOUTH			368.25
EMERGENCY EQUIPMENT SALES, LLC			
09/17/2020	20-03-008	7195-00 · Uniform & Equip(Firefighters)	1,877.51
Total EMERGENCY EQUIPMENT SALES, LLC			1,877.51
GRAINGER			
09/17/2020	2020-02-025	7730-00 · Bldg Maintenance	205.94
Total GRAINGER			205.94
ISLAND TECH SERVICES			
09/17/2020	20-07-001	7140-01 · Fire Equipment	1,197.88
Total ISLAND TECH SERVICES			1,197.88
JCP&L			
09/17/2020	2020-03-086	7600-00 · Utilities	855.21
Total JCP&L			855.21
NETLINK WEB SERVICES, LLC			
09/17/2020	2020-03-081	6500-01 · Office Supplies	199.00
Total NETLINK WEB SERVICES, LLC			199.00
NJ AMERICAN WATER			
09/17/2020	2020-0-082	7200-00 · Hydrant Rental Dom Water	4,830.00
09/17/2020	2020-0-082	7600-00 · Utilities	26.81
Total NJ AMERICAN WATER			4,856.81
PSE&G			
09/17/2020	2020-03-083	7600-00 · Utilities	119.86
Total PSE&G			119.86
SANCHEZ LANDSCAPING, LLC			
09/17/2020	2020-02-024	7730-00 · Bldg Maintenance	45.00
Total SANCHEZ LANDSCAPING, LLC			45.00
STANDARD WASTE SERVICES			
09/17/2020	202003-084	7730-00 · Bldg Maintenance	139.40
Total STANDARD WASTE SERVICES			139.40
tom cooper			
09/17/2020	2020-01-042	6400-04 · Medical Services	50.00
Total tom cooper			50.00

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Jamesburg Board of Fire Commissioners
Accounts Payable Voucher List
As of September 17, 2020

<u>Date</u>	<u>Num</u>	<u>Account</u>	<u>Open Balance</u>
W.B. MASON CO. INC. 09/17/2020	2020-03-085	6500-01 · Office Supplies	4.99
Total W.B. MASON CO. INC.			4.99
TOTAL			9,981.28

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Jamesburg Board of Fire Commissioners
Monthly Check Register
September 2020

Date	Num	Name	Memo	Amount
1106-00 - 1st Constitution				
09/17/2020	9336	AUTO KING PARTS & SUPPLI...	Invoice # 703571	(23.99)
09/17/2020	9337	BETTER LIVING DEPT. STORE	Inv # A467658, A468908	(37.44)
09/17/2020	9338	CIRCLE JANITORIAL SUPPLI...	Invoice # 22078-20	(368.25)
09/17/2020	9339	EMERGENCY EQUIPMENT S...	Invoice #20-0596	(1,877.51)
09/17/2020	9340	GRAINGER	INV# 9631181998	(205.94)
09/17/2020	9341	ISLAND TECH SERVICES	Invoice # ITSNJ40625	(1,197.88)
09/17/2020	9342	JCP&L		(855.21)
09/17/2020	9343	NETLINK WEB SERVICES, LLC	Invoice # NWS2569	(199.00)
09/17/2020	9344	NJ AMERICAN WATER	A/C # 1018-210028471827 &1018-2...	(4,856.81)
09/17/2020	9345	PSE&G	Invoice # 503100076824	(119.86)
09/17/2020	9346	SANCHEZ LANDSCAPING, LLC	Invoice#6285	(45.00)
09/17/2020	9347	STANDARD WASTE SERVICES	Invoice #384857	(139.40)
09/17/2020	9348	tom cooper	Account #124648	(50.00)
09/17/2020	9349	W.B. MASON CO. INC.	Invoice #213060188	(4.99)
Total 1106-00 - 1st Constitution				(9,981.28)
TOTAL				(9,981.28)

Jamesburg Board of Fire Commissioners
Outstanding Checks
 January 1 through September 9, 2020

09/11/20

Type	Date	Num	Name	Account	Paid Am...
Bill Pmt -Check	08/20/2020	9309	CAMPBELL SUPPLY CO. INC.	1106-00 · 1st Constitution	
Bill	08/20/2020	2020-01-034		7710-04 · Truck Service	-278.20
TOTAL					-278.20
Bill Pmt -Check	08/20/2020	9312	DINA WALKER	1106-00 · 1st Constitution	
Bill	08/20/2020	2020-03-069		6100-01 · Commissioners Pay	-733.00
TOTAL					-733.00
Bill Pmt -Check	08/20/2020	9316	JAMESBURG HARDWARE & APP...	1106-00 · 1st Constitution	
Bill	08/20/2020	2020-02-020		7730-00 · Bldg Maintenance	-17.38
TOTAL					-17.38
Bill Pmt -Check	08/20/2020	9317	JAMESBURG VOL FIRE DEPT	1106-00 · 1st Constitution	
Bill	08/20/2020	2020-03-071		7750-00 · Fire Comp. Contract	-8,125.00
TOTAL					-8,125.00
Bill Pmt -Check	08/20/2020	9319	JOSEPH D YOUSOUF, ESQUIRE	1106-00 · 1st Constitution	
Bill	08/20/2020	2020-03-077		6400-01 · Legal Fees	-4,262.00
TOTAL					-4,262.00
Bill Pmt -Check	08/20/2020	9321	NETLINK WEB SERVICES, LLC	1106-00 · 1st Constitution	
Bill	08/20/2020	2020-03-080		6500-01 · Office Supplies	-199.00
TOTAL					-199.00
Bill Pmt -Check	08/20/2020	9322	NJ-AMERICAN WATER COMP.	1106-00 · 1st Constitution	
Bill	08/20/2020	2020-03-079		7200-00 · Hydrant Rental Do...	-4,830.00
				7600-00 · Utilities	-26.81
TOTAL					-4,856.81
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	08/20/2020	9326	SANCHEZ LANDSCAPING, LLC	1106-00 · 1st Constitution	
Bill	08/20/2020	2020-02-021		7730-00 · Bldg Maintenance	-60.00
TOTAL					-60.00
Bill Pmt -Check	08/20/2020	9334	AWOGS	1106-00 · 1st Constitution	
Bill	08/20/2020	2020-01-037		7195-00 · Uniform & Equip(Fi...	-617.00
TOTAL					-617.00

09/11/20

Jamesburg Board of Fire Commissioners
Outstanding Checks
January 1 through September 9, 2020

<u>Type</u>	<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Account</u>	<u>Paid Am...</u>
Bill Pmt -Check	08/20/2020	9335	BETTER LIVING DEPT. STORE	1106-00 · 1st Constitution	
Bill	08/20/2020	2020-01-036		7500-03 · Training & Education	-194.93
TOTAL					-194.93