

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

Prepared By: S. Rampacek

Treasurer Report:

Date: 4/10/25

Reconciled balance brought forward in Lakeland Checking Acct from last meeting:	\$ 20,005.16
Deposits/Voiced Checks since the last meeting (see Note 1):	\$ 36,873.26
Vouchers/Fees paid/Transfers since last meeting:	\$ (36,878.36)
Current Reconciled Balance Remaining in Lakeland Checking Account (Note 1):	\$ 20,000.06
Reconciled Lakeland Savings Balance brought forward from last meeting:	\$ 653,466.21
Withdrawals/Transfers to Checking:	\$ (36,866.40)
Deposits/Interest to Savings Account (see Note 4 & 5):	\$ 130,058.84
Current Reconciled Balance Remaining in Lakeland Savings Account: **MATCHES BALANCE IN BANK ONLINE**	\$ 746,658.65
GRAND TOTAL CASH ON HAND:	\$ 766,658.71
Total Dollar Amount of Current Month Voucher List to be Paid:	\$ 36,878.36

Notes 4/10/25 Report:

1) Payment of the current month's voucher list would result in a Lakeland Checking balance of \$ (16,878.30) therefore a transfer FROM Lakeland Sav c \$ 36,878.30 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 \$6.86 on 3/31/2025. Also reflects interest earned in account ending 0827 in the amount of \$143.11 on 3/31/2025.

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 2025**

	Jan - Dec 25	Budget	% of Budget
Ordinary Income/Expense			
Expense			
6100-00 · Salary & Wages			
6100-01 · Commissioners Pay	3,596.00	14,400.00	25.0%
6100-02 · Clerk Pay	0.00	1,300.00	0.0%
Total 6100-00 · Salary & Wages	3,596.00	15,700.00	22.9%
6400-00 · Professional Fees			
6400-01 · Legal Fees	2,045.00	20,000.00	10.2%
6400-02 · Accounting/Auditing Fees	8,263.00	10,000.00	82.6%
6400-04 · Medical Services	0.00	1,000.00	0.0%
Total 6400-00 · Professional Fees	10,308.00	31,000.00	33.3%
6400-05 · Election Expenses	1,892.18	4,000.00	47.3%
6500-00 · Office \Postage Exp			
6500-01 · Office Supplies	819.97	5,000.00	16.4%
6500-02 · Misc Supplies(petty cash)	0.00	200.00	0.0%
Total 6500-00 · Office \Postage Exp	819.97	5,200.00	15.8%
66900 · Reconciliation Discrepancies	(43.32)		
Total Expense	16,572.83	55,900.00	29.6%
Net Ordinary Income	(16,572.83)	(55,900.00)	29.6%
Other Income/Expense			
Other Expense			
7100-00 · Reimb for Exp & Losses			
7140-00 · Truck Equipment			
7140-01 · Fire Equipment	459.52	20,000.00	2.3%
Total 7140-00 · Truck Equipment	459.52	20,000.00	2.3%
7195-00 · Uniform & Equip(Firefighters)	1,800.00	30,000.00	6.0%
Total 7100-00 · Reimb for Exp & Losses	2,259.52	50,000.00	4.5%
7200-00 · Hydrant Rental Dom Water	20,792.97	75,000.00	27.7%
7400-00 · Insurance Premium	22,062.00	60,000.00	36.8%
7500-00 · Professional Services			
7500-03 · Training & Education	1,127.00	11,000.00	10.2%
Total 7500-00 · Professional Services	1,127.00	11,000.00	10.2%
7600-00 · Utilities	6,329.95	26,000.00	24.3%
7700-00 · Maint/Repairs			
7710-00 · Truck Service			
7710-01 · Radio Serv/Repair	0.00	10,000.00	0.0%
7710-02 · Fuel	544.74	5,000.00	10.9%
7710-04 · Truck Service	3,297.94	50,000.00	6.6%
7710-05 · Equipment Testing	1,721.90	13,200.00	13.0%
Total 7710-00 · Truck Service	5,564.58	78,200.00	7.1%
7720-00 · Air Pack & Bottle Repair	0.00	2,000.00	0.0%
7730-00 · Bldg Maintenance	6,928.31	43,000.00	16.1%
7740-00 · Bldg Supplies	0.00	2,000.00	0.0%
7750-00 · Fire Comp. Contract	9,000.00	36,000.00	25.0%
Total 7700-00 · Maint/Repairs	21,492.89	161,200.00	13.3%
7800-00 · Contingency	0.00	25,000.00	0.0%
7850-00 · LOSAP Program			
7850-01 · LOSAP Program	22,790.64	22,000.00	103.6%
Total 7850-00 · LOSAP Program	22,790.64	22,000.00	103.6%
9300-00 · Capital - Radios & Air Filling	0.00	35,000.00	0.0%
9600-00 · Commitments for Future Capital	0.00	40,000.00	0.0%
Total Other Expense	96,854.97	505,200.00	19.2%
Net Other Income	(96,854.97)	(505,200.00)	19.2%
Net Income	(113,427.80)	(561,100.00)	20.2%

Jamesburg Board of Fire Commissioners
Accounts Payable Voucher List
As of April 30, 2025

Date	Num	Account	Open Balance
BA Shields			
04/10/2025	2025-03-001	7195-00 · Uniform & Equip(Firefig...	1,800.00
Total BA Shields			1,800.00
BETTER LIVING DEPT. STORE			
04/10/2025	2025-02-016	7730-00 · Bldg Maintenance	154.03
Total BETTER LIVING DEPT. STORE			154.03
CAMPBELL SUPPLY CO. INC.			
04/10/2025	2025-01-007	7710-04 · Truck Service	1,280.13
Total CAMPBELL SUPPLY CO. INC.			1,280.13
CENTRAL JERSEY SECURITY			
04/10/2025	2025-02-014	7730-00 · Bldg Maintenance	165.00
Total CENTRAL JERSEY SECURITY			165.00
GRAINGER			
04/10/2025	2025-01-010	7140-01 · Fire Equipment	82.76
Total GRAINGER			82.76
MIDDLESEX COUNTY FIRE ACADEMY			
04/10/2025	2025-02-009	7500-03 · Training & Education	539.00
Total MIDDLESEX COUNTY FIRE ACADEMY			539.00
NETLINK WEB SERVICES, LLC			
04/10/2025	2025-03-039	6500-01 · Office Supplies	199.00
Total NETLINK WEB SERVICES, LLC			199.00
NJ-AMERICAN WATER COMP.			
04/10/2025	2025-03-040	7200-00 · Hydrant Rental Dom W...	6,930.99
Total NJ-AMERICAN WATER COMP.			6,930.99
PSE&G			
04/10/2025	2025-03-037	7600-00 · Utilities	620.11
Total PSE&G			620.11
Quality Chevy			
04/10/2025	2025-01-008	7710-04 · Truck Service	1,947.03
Total Quality Chevy			1,947.03
SANCHEZ LANDSCAPING, LLC			
04/10/2025	2025-02-015	7730-00 · Bldg Maintenance	100.00
Total SANCHEZ LANDSCAPING, LLC			100.00
STANDARD WASTE SERVICES			
04/10/2025	2025-03-041	7730-00 · Bldg Maintenance	164.45
Total STANDARD WASTE SERVICES			164.45
TEAM LIFE, INC.			
04/10/2025	2025-01-011	7140-01 · Fire Equipment	338.00
Total TEAM LIFE, INC.			338.00
VALIC c/o CHASE BANK OF TEXAS			
04/10/2025	2025-03-036	7850-01 · LOSAP Program	22,790.64
Total VALIC c/o CHASE BANK OF TEXAS			22,790.64

04/09/25

Jamesburg Board of Fire Commissioners
Accounts Payable Voucher List
As of April 30, 2025

Date	Num	Account	Open Balance
W.B. MASON CO. INC. 04/10/2025	2025-03-038	6500-01 · Office Supplies	7.99
Total W.B. MASON CO. INC.			7.99
TOTAL			<u>37,119.13</u>

Jamesburg Board of Fire Commissioners Monthly Check Register April 2025

Date	Num	Name	Memo	Amount
1106-00 - 1st Constitution				
04/10/2025	10361	BA Shields	Invoice # INV-700540	(1,800.00)
04/10/2025	10362	BETTER LIVING DEPT. ...	Inv # 11004	(154.03)
04/10/2025	10363	CAMPBELL SUPPLY CO...	Invoice # R1010148593:04, R...	(1,280.13)
04/10/2025	10364	CENTRAL JERSEY SEC...	Invoice # 104431	(165.00)
04/10/2025	10365	GRAINGER	INV# 9450906558	(82.76)
04/10/2025	10366	MIDDLESEX COUNTY FI...	Invoice #25-0317	(539.00)
04/10/2025	10367	NETLINK WEB SERVICE...	Invoice # NWS3318	(199.00)
04/10/2025	10368	Quality Chevy	Invoice # 88341, 88533	(1,947.03)
04/10/2025	10369	SANCHEZ LANDSCAPIN...	Invoice # 14527	(100.00)
04/10/2025	10370	STANDARD WASTE SE...	Invoice # 525888	(164.45)
04/10/2025	10371	TEAM LIFE, INC.	Invoice 49304	(338.00)
04/10/2025	10372	VALIC c/o CHASE BANK ...	2024 CONTRIBUTIONS - 24 ...	(22,790.64)
04/10/2025	10373	W.B. MASON CO. INC.	Invoice # 252517647	(7.99)
04/10/2025	online pay	NJ-AMERICAN WATER ...	Hydrants	(6,930.99)
04/10/2025	online pay	PSE&G	Invoice # 503100145477	(620.11)
Total 1106-00 - 1st Constitution				(37,119.13)
TOTAL				(37,119.13)

BANK RECONCILIATION

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

MONTH OF: **March-25**

NAME OF BANK: **PNC Bank**

PREPARED BY: **SR**

ACCOUNT #: **80-2874-0082**

BALANCE FORWARD:	01-Mar-25	\$20,005.16	BAL. PER BANK STATEMENT	\$ 41,593.16
			AS OF: 31-Mar-25	
ADD DEBITS:			ADD DEPOSITS IN TRANSIT:	
Online Banking Transfer on 3/21/2025	\$ 36,866.40			
Interest 3/31/2025	\$ 6.86			
TOTAL DEBITS:	\$ 36,873.26			
	TOTAL	\$56,878.42		
LESS CREDITS:			TOTAL IN TRANSIT:	
VOUCHER LIST 3/20/2025	\$ 36,878.36			\$ 41,593.16
ACCOUNT ANALYSIS FEE	\$ -		LESS CHECKS OUTSTANDING:	
TOTAL CREDITS:	\$ 36,878.36		TOTAL:	\$ 21,593.10
ENDING BANK BALANCE-Per G/L	31-Mar-25	\$ 20,000.06	BANK BALANCE-Per Reconciliation:	\$ 20,000.06

NUMBER	AMOUNT	PAYEE NAME	DATE	P/O #
Online Pay	687.29	JCP&L	3/20/25	
10339	1,273.00	Air & Gas	3/20/25	
10346	5.58	Jamesburg Hardware	3/20/25	
10347	9,000.00	Jamesburg Vol Fire Dept	3/20/25	
10348	6,389.00	Joseph Youssouf	3/20/25	
10349	661.57	Mcmaster Carr Supply	3/20/25	
10351	1,492.18	Middlesex County Treasurer	3/20/25	
10352	199.00	Netlink	3/20/25	
10353	630.00	Pradeep Mathew	3/20/25	
10354	588.00	Research Update	3/20/25	
10360	667.48	Western Post Services	3/20/25	
TOTAL	\$ 21,593.10			

Jamesburg Board of Fire Commissioners

Outstanding Checks

December 30, 2024 through March 31, 2025

04/09/25

Type	Date	Num	Name	Account	Paid Amount
Bill Pmt -Che...	03/20/2025	Online PAy	JCP&L	1106-00 · 1st Constitut...	
Bill	03/20/2025	2025-03-019		7600-00 · Utilities	-687.29
TOTAL					-687.29
Bill Pmt -Che...	03/20/2025	10339	AIR & GAS TECHNOLOGIES, INC.	1106-00 · 1st Constitut...	
Bill	03/20/2025	2025-01-004		7710-05 · Equipment T...	-1,273.00
TOTAL					-1,273.00
Bill Pmt -Che...	03/20/2025	10346	JAMESBURG HARDWARE & APPLIA...	1106-00 · 1st Constitut...	
Bill	03/20/2025	2025-02-012		7730-00 · Bldg Mainten...	-5.58
TOTAL					-5.58
Bill Pmt -Che...	03/20/2025	10347	JAMESBURG VOL FIRE DEPT	1106-00 · 1st Constitut...	
Bill	03/20/2025	2025-02-025		7750-00 · Fire Comp. C...	-9,000.00
TOTAL					-9,000.00
Bill Pmt -Che...	03/20/2025	10348	JOSEPH D YOUSOUF, ESQUIRE	1106-00 · 1st Constitut...	
Bill	12/31/2024	2024-03-144		6400-01 · Legal Fees	-4,344.00
Bill	03/20/2025	2025-03-029		6400-01 · Legal Fees	-2,045.00
TOTAL					-6,389.00
Bill Pmt -Che...	03/20/2025	10349	MC MASTER-CARR SUPPLY CO.	1106-00 · 1st Constitut...	
Bill	03/20/2025	2025-02-011		7730-00 · Bldg Mainten...	-661.57
TOTAL					-661.57
Bill Pmt -Che...	03/20/2025	10351	MIDDLESEX COUNTY TREASURER - ...	1106-00 · 1st Constitut...	
Bill	03/20/2025	2025-03-035		6400-05 · Election Expe...	-1,492.18
TOTAL					-1,492.18
Bill Pmt -Che...	03/20/2025	10352	NETLINK WEB SERVICES, LLC	1106-00 · 1st Constitut...	
Bill	03/20/2025	2025-03-021		6500-01 · Office Supplies	-199.00
TOTAL					-199.00
Bill Pmt -Che...	03/20/2025	10353	Pradeep Mathew	1106-00 · 1st Constitut...	
Bill	03/20/2025	2025-03-026		6100-01 · Commissione...	-630.00
TOTAL					-630.00
Bill Pmt -Che...	03/20/2025	10354	RESEARCH UPDATE INC	1106-00 · 1st Constitut...	
Bill	03/20/2025	2025-01-005		7500-03 · Training & Ed...	-588.00
TOTAL					-588.00

Jamesburg Board of Fire Commissioners

Outstanding Checks

December 30, 2024 through March 31, 2025

04/09/25

Type	Date	Num	Name	Account	Paid Amount
Bill Pmt -Che...	03/20/2025	10360	Western Pest Services	1106-00 · 1st Constitut...	
Bill	12/31/2024	2024-02-042		7730-00 · Bldg Mainten...	-492.00
Bill	03/20/2025	2025-02-013		7730-00 · Bldg Mainten...	-175.48
TOTAL					-667.48