

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

Prepared By: S. Rampacsek

Treasurer Report:

Date: 7/18/19

Reconciled balance brought forward in **First Constitution Checking** Acct from last meeting: \$ 115,750.00

Deposits/Voided Checks since the last meeting (see Note 1): \$ 69.77

Vouchers/Fees paid/Transfers since last meeting: \$ -

Current Reconciled Balance Remaining in First Constitution Checking Account (Note 1): \$ **115,819.77**

Reconciled **First Constitution Savings** Balance brought forward from last meeting: \$ 115,750.00

Withdrawals/Transfers to Checking:

Deposits/Interest to Savings Account (see Note 4 & 5): \$ 69.77

Current Reconciled Balance Remaining in First Constitution Savings Account: \$ **115,819.77**

****MATCHES BALANCE IN BANK ONLINE****

GRAND TOTAL CASH ON HAND: \$ **231,639.54**

Total Dollar Amount of Current Month Voucher List to be Paid: \$ **94,769.50**

Notes - 7/18/19 Report:

1) Payment of the current month's voucher list would result in a First Constitution Checking b \$ 21,050.27 therefore a transfer FROM First Constit \$ - 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) Fire Tax Checks are due from the Borough within 30 days following the March, May, August, and November commissioner meetings.

5) Reflects interest in checking ending 0797 earned and posted of \$69.77 on 6/30/19. Also Reflects interest in checking ending 0827 earned and posted of \$69.77 on 6/30/19

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Accrual Basis

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	6,700.00	13,400.00	50.0%
6100-02 · Clerk Pay	0.00	1,500.00	0.0%
Total 6100-00 · Salary & Wages	6,700.00	14,900.00	45.0%
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	100.00	1,000.00	10.0%
Total 6400-00 · Professional Fees	16,760.18	33,000.00	50.8%
6400-05 · Election Expenses	3,845.22	4,000.00	96.1%
6500-00 · Office \Postage Exp			
6500-01 · Office Supplies	1,509.51	5,000.00	30.2%
6500-02 · Misc Supplies(petty cash)	55.00	200.00	27.5%
Total 6500-00 · Office \Postage Exp	1,564.51	5,200.00	30.1%
Total Expense	28,869.91	57,100.00	50.6%
Net Ordinary Income	(28,869.91)	(57,100.00)	50.6%
Other Income/Expense			
Other Expense			
7100-00 · Reimb for Exp & Losses			
7140-00 · Truck Equipment			
7140-01 · Fire Equipment	4,454.65	15,000.00	29.7%
7140-00 · Truck Equipment - Other	2,894.53		
Total 7140-00 · Truck Equipment	7,349.18	15,000.00	49.0%
7195-00 · Uniform & Equip(Firefighters)	8,883.98	15,000.00	59.2%
Total 7100-00 · Reimb for Exp & Losses	16,233.16	30,000.00	54.1%
7200-00 · Hydrant Rental Dom Water	29,110.43	58,000.00	50.2%
7400-00 · Insurance Premium	33,135.00	52,000.00	63.7%
7500-00 · Professional Services			
7500-03 · Training & Education	2,471.13	12,000.00	20.6%
Total 7500-00 · Professional Services	2,471.13	12,000.00	20.6%
7600-00 · Utilities	10,756.81	22,000.00	48.9%
7700-00 · Maint/Repairs			
7710-00 · Truck Service			
7710-01 · Radio Serv/Repair	0.00	5,000.00	0.0%
7710-02 · Fuel	0.00	5,000.00	0.0%
7710-04 · Truck Service	611.67	20,000.00	3.1%
7710-05 · Equipment Testing	2,942.96	6,000.00	49.0%
7710-00 · Truck Service - Other	72.00		
Total 7710-00 · Truck Service	3,626.63	36,000.00	10.1%
7720-00 · Air Pack & Bottle Repair	174.17	1,800.00	9.7%
7730-00 · Bldg Maintenance	25,817.94	32,500.00	79.4%
7740-00 · Bldg Supplies	242.99	2,000.00	12.1%
7750-00 · Fire Comp. Contract	16,250.00	32,500.00	50.0%
Total 7700-00 · Maint/Repairs	46,111.73	104,800.00	44.0%
7800-00 · Contingency	210.40	25,000.00	0.8%
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	54,688.00	117,650.00	46.5%
Total Other Expense	243,222.06	475,900.00	51.1%
Net Other Income	(243,222.06)	(475,900.00)	51.1%
Net Income	(272,091.97)	(533,000.00)	51.0%

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Jamesburg Board of Fire Commissioners
Accounts Payable Voucher List
As of July 18, 2019

Date	Num	Account	Open Balance
1844carkeyz llc 6/30/2019	19-05-001(2)	7730-00 · Bldg Maintenance	1,644.00
Total 1844carkeyz llc			1,644.00
BETTER LIVING DEPT. STORE 7/18/2019	2019-02-030	7730-00 · Bldg Maintenance	24.28
7/18/2019	19-05-005	7730-00 · Bldg Maintenance	439.00
Total BETTER LIVING DEPT. STORE			463.28
carpet on wheels 7/18/2019	19-02-001	7730-00 · Bldg Maintenance	1,612.00
Total carpet on wheels			1,612.00
CENTRAL JERSEY FAMILY MEDICAL GROUP 7/18/2019	2019-01-035	6400-04 · Medical Services	100.00
Total CENTRAL JERSEY FAMILY MEDICAL GROUP			100.00
CENTRAL JERSEY SECURITY 7/18/2019	2019-03-056	7730-00 · Bldg Maintenance	149.85
Total CENTRAL JERSEY SECURITY			149.85
Coastal Fire Training LLC 7/18/2019	19-06-001	7140-00 · Truck Equipment	896.00
Total Coastal Fire Training LLC			896.00
DOUG'S HOSE DUMMIES, LLC 7/18/2019	2019-01-043	7195-00 · Uniform & Equip(Firefighters)	235.00
Total DOUG'S HOSE DUMMIES, LLC			235.00
GEORGE LOGAN TOWING, INC. 7/18/2019	2019-01-036	7500-03 · Training & Education	250.00
Total GEORGE LOGAN TOWING, INC.			250.00
JAMESBURG HARDWARE & APPLIANCE 7/18/2019	2019-02-031	7730-00 · Bldg Maintenance	273.62
Total JAMESBURG HARDWARE & APPLIANCE			273.62
JAMESBURG VOLUNTEER FIRE - PETTY CASH 7/18/2019	2019-01-044	7140-01 · Fire Equipment	83.70
7/18/2019	2019-01-044	6500-02 · Misc Supplies(petty cash)	55.00
Total JAMESBURG VOLUNTEER FIRE - PETTY CASH			138.70
JONATHON RAMPACEK 7/18/2019	19-06-004	7600-00 · Utilities	1,398.62
Total JONATHON RAMPACEK			1,398.62
Lee's Audio Electronics LLC 7/18/2019	19-06-003	7710-05 · Equipment Testing	1,200.00
Total Lee's Audio Electronics LLC			1,200.00
MC MASTER-CARR SUPPLY CO. 7/18/2019	2019-01-037	7140-00 · Truck Equipment	90.35
7/18/2019	2019-01-038	7140-00 · Truck Equipment	41.94
Total MC MASTER-CARR SUPPLY CO.			132.29
MIDDLESEX COUNTY FIRE ACADEMY 7/18/2019	2019-01-039	7500-03 · Training & Education	84.00
Total MIDDLESEX COUNTY FIRE ACADEMY			84.00
MINERVA CLEANERS, LLC 7/18/2019	2019-01-040	7195-00 · Uniform & Equip(Firefighters)	166.55
Total MINERVA CLEANERS, LLC			166.55
NETLINK WEB SERVICES, LLC 7/18/2019	2019-03-057	6500-01 · Office Supplies	199.00
Total NETLINK WEB SERVICES, LLC			199.00
NEW JERSEY FIRE EQUIPMENT CO. 7/18/2019	19-04-004	7140-01 · Fire Equipment	3,500.00
Total NEW JERSEY FIRE EQUIPMENT CO.			3,500.00
NJ-AMERICAN WATER COMP.			

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Jamesburg Board of Fire Commissioners
Accounts Payable Voucher List
As of July 18, 2019

Date	Num	Account	Open Balance
7/18/2019	2019-03-058	7200-00 · Hydrant Rental Dom Water	4,830.00
7/18/2019	2019-03-058	7200-00 · Hydrant Rental Dom Water	4,830.00
7/18/2019	2019-03-058	7200-00 · Hydrant Rental Dom Water	30.08
Total NJ-AMERICAN WATER COMP.			9,690.08
NORTHEASTERN BUILDING SUPPLY			
7/18/2019	15-05-002 &003	7730-00 · Bldg Maintenance	5,720.00
Total NORTHEASTERN BUILDING SUPPLY			5,720.00
PSE&G			
7/18/2019	2019-03-059	7600-00 · Utilities	91.71
Total PSE&G			91.71
SANCHEZ LANDSCAPING, LLC			
7/18/2019	2019-02-032	7730-00 · Bldg Maintenance	45.00
7/18/2019	19-06-005/007	7730-00 · Bldg Maintenance	2,500.00
Total SANCHEZ LANDSCAPING, LLC			2,545.00
SKYLANDS AREA FIRE EQUIPMENT & TRAINING,			
7/18/2019	19-04-003	7195-00 · Uniform & Equip(Firefighters)	8,072.43
7/18/2019	2019-01-042	7195-00 · Uniform & Equip(Firefighters)	130.00
Total SKYLANDS AREA FIRE EQUIPMENT & TRAINING,			8,202.43
STANDARD WASTE SERVICES			
7/18/2019	2019-02-060	7730-00 · Bldg Maintenance	139.40
Total STANDARD WASTE SERVICES			139.40
VELTING OVERHEAD DOOR, LLC			
7/18/2019	19-03-006	7730-00 · Bldg Maintenance	978.66
Total VELTING OVERHEAD DOOR, LLC			978.66
VERIZON			
7/18/2019	2019-03-061	7600-00 · Utilities	266.32
Total VERIZON			266.32
W.B. MASON CO. INC.			
7/18/2019	2019-06-062	6500-01 · Office Supplies	4.99
Total W.B. MASON CO. INC.			4.99
Winner Ford			
7/18/2019	19-03-008	9400-00 · Capital Projects	54,688.00
Total Winner Ford			54,688.00
TOTAL			94,769.50

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Jamesburg Board of Fire Commissioners
Monthly Check Register
 June 23 through July 18, 2019

Date	Num	Name	Memo	Amount
1106-00 - 1st Constitution				
7/18/2019	9027	1844carkeyz llc	Remaining balance po number 19-0...	(1,644.00)
7/18/2019	9026	BETTER LIVING DEPT. STORE		(463.28)
7/18/2019	9003	carpet on wheels	Carpet and flooring for hallway	(1,612.00)
7/18/2019	9004	CENTRAL JERSEY FAMILY M...	Invoice #99202	(100.00)
7/18/2019	9005	CENTRAL JERSEY SECURITY	Inv #89427 #rd Quarter	(149.85)
7/18/2019	9006	Coastal Fire Training LLC	Invoice #0022339 6/13/2019	(896.00)
7/18/2019	9007	DOUG'S HOSE DUMMIES, LLC	Invoice #125	(235.00)
7/18/2019	9008	GEORGE LOGAN TOWING, L...	INV# 34637 06/07/2019	(250.00)
7/18/2019	9009	JAMESBURG HARDWARE & ...	Invoice # A145041, a146938, FCH155...	(273.62)
7/18/2019	9010	JAMESBURG VOLUNTEER FI...	REIMB PETTY CASH 7/16/19 stamp...	(138.70)
7/18/2019	9011	JONATHON RAMPACEK	Lodging for firehouse Expo TN	(1,398.62)
7/18/2019	9012	Lee's Audio Electronics LLC	Invoice #4295	(1,200.00)
7/18/2019	9013	MC MASTER-CARR SUPPLY ...		(132.29)
7/18/2019	9014	MIDDLESEX COUNTY FIRE A...	Invoice #01-1912-19 4/18/19	(84.00)
7/18/2019	9015	MINERVA CLEANERS, LLC	Invoice #1054-4 7/9/19	(166.55)
7/18/2019	9016	NETLINK WEB SERVICES, LLC	Invoice # NWS2361 July 2019	(199.00)
7/18/2019	9017	NEW JERSEY FIRE EQUIPM...	Invocie #60876 6/25/19	(3,500.00)
7/18/2019	9018	NJ-AMERICAN WATER COMP.	Account #1018-210028471827 & 10...	(9,690.08)
7/18/2019	9019	NORTHEASTERN BUILDING ...	invoice #1906-377890, 1906-377891	(5,720.00)
7/18/2019	9020	PSE&G	Inv# 503100059250 A/C#13-014-190...	(91.71)
7/18/2019	9021	SANCHEZ LANDSCAPING, LLC		(2,545.00)
7/18/2019	9022	SKYLANDS AREA FIRE EQUI...		(8,202.43)
7/18/2019	9023	STANDARD WASTE SERVICES	Inv# 351753 Jul 2019	(139.40)
7/18/2019	9024	VELTING OVERHEAD DOOR,...	50% deposit for j9 motor	(978.66)
7/18/2019	9025	VERIZON	A/c# 455-860-114-0001-94	(266.32)
7/18/2019	9002	W.B. MASON CO. INC.	Inv# 200227108	(4.99)
7/18/2019	9001	Winner Ford	State Contact #A88758, T2101	(54,688.00)
Total 1106-00 - 1st Constitution				(94,769.50)
TOTAL				(94,769.50)

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

Prepared By: S. Rampacek

Treasurer Report:

Date: 7/18/19

Reconciled balance brought forward in PNC Checking Acct from last meeting:	\$ 20,000.00
Deposits/Voided Checks since the last meeting (see Note 1):	\$ 24,153.41
Vouchers/Fees paid/Transfers since last meeting:	\$ (24,153.41)
Current Reconciled Balance Remaining in PNC Checking Account (Note 1):	\$ 20,000.00
Reconciled PNC Savings Balance brought forward from last meeting:	\$ 186,659.44
Withdrawals/Transfers to Checking:	\$ (24,153.41)
Deposits/Interest to Savings Account (see Note 4 & 5):	\$ 153.03
Current Reconciled Balance Remaining in PNC Savings Account: **MATCHES BALANCE IN BANK ONLINE**	\$ 162,659.06
GRAND TOTAL CASH ON HAND:	\$ 182,659.06
Total Dollar Amount of Current Month Voucher List to be Paid:	\$ 6.83

Notes - 6/20/19 Report:

1) Payment of the current month's voucher list would result in a PNC Checking balance of: \$ 19,993.17 therefore a transfer FROM PNC Sav of \$ **6.83** 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 and posted of \$153.03 on 6/30/19. Corporate account analysis charge of 6.83 as charge to the checking account on 6/30/2019

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
Outstanding Checks**

07/17/19

January 1 through July 12, 2019

Type	Date	Num	Name	Account	Paid Amount
Bill Pmt -Check	6/18/2019	8436	CIRCLE JANITORIAL SUPPLIES, SOUTH	1104-00 · Cash in Checking-PNC	
Bill	6/18/2019	2019-02-022		7740-00 · Bldg Supplies	-140.99
TOTAL					<u>-140.99</u>
Bill Pmt -Check	6/18/2019	8443	JAMESBURG VOL FIRE DEPT	1104-00 · Cash in Checking-PNC	
Bill	6/18/2019	2019-02-049		7750-00 · Fire Comp. Contract	-16,250.00
TOTAL					<u>-16,250.00</u>
Bill Pmt -Check	6/18/2019	8444	JAMESBURG VOLUNTEER FIRE - PETTY C...	1104-00 · Cash in Checking-PNC	
Bill	6/18/2019	2019-01-028		7730-00 · Bldg Maintenance	-28.78
				7730-00 · Bldg Maintenance	-46.85
				7730-00 · Bldg Maintenance	-27.14
				7800-00 · Contingency	-200.00
TOTAL					<u>-302.77</u>
Bill Pmt -Check	6/18/2019	8446	MIDDLESEX COUNTY FIRE ACADEMY	1104-00 · Cash in Checking-PNC	
Bill	6/18/2019	2019-01-034		7500-03 · Training & Education	-126.00
TOTAL					<u>-126.00</u>
Bill Pmt -Check	6/18/2019	8447	NETLINK WEB SERVICES, LLC	1104-00 · Cash in Checking-PNC	
Bill	6/18/2019	2019-03-053		6500-01 · Office Supplies	-199.00
TOTAL					<u>-199.00</u>
Bill Pmt -Check	6/18/2019	8450	NJ-AMERICAN WATER COMP.	1104-00 · Cash in Checking-PNC	
Bill	6/18/2019	2019-03-052		7200-00 · Hydrant Rental Dom Water	-53.49
TOTAL					<u>-53.49</u>
Bill Pmt -Check	6/18/2019	8451	PAL AUTOMOTIVE SPECIALTIES, INC.	1104-00 · Cash in Checking-PNC	
Bill	6/18/2019	19-05-86		7710-04 · Truck Service	-384.64
TOTAL					<u>-384.64</u>
Bill Pmt -Check	6/18/2019	8454	AUTO KING PARTS & SUPPLIES	1104-00 · Cash in Checking-PNC	
Bill	6/18/2019	2019-01-032		7710-04 · Truck Service	-48.95
TOTAL					<u>-48.95</u>

