

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

Prepared By: S. Rampacek

Treasurer Report:

Date: 2/20/25

Reconciled balance brought forward in Lakeland Checking Acct from last meeting:	\$ 20,619.33
Deposits/Voiced Checks since the last meeting (see Note 1):	\$ 35,537.21
Vouchers/Fees paid/Transfers since last meeting:	\$ (36,149.96)
Current Reconciled Balance Remaining in Lakeland Checking Account (Note 1):	\$ 20,006.58
Reconciled Lakeland Savings Balance brought forward from last meeting:	\$ 724,149.58
Withdrawals/Transfers to Checking:	\$ (35,530.63)
Deposits/Interest to Savings Account (see Note 4 & 5):	\$ 150.12
Current Reconciled Balance Remaining in Lakeland Savings Account: **MATCHES BALANCE IN BANK ONLINE**	\$ 688,769.07
GRAND TOTAL CASH ON HAND:	\$ 708,775.65
Total Dollar Amount of Current Month Voucher List to be Paid:	\$ 35,439.60

Notes 2/20/25 Report:

1) Payment of the current month's voucher list would result in a Lakeland Checking balance of \$ (15,433.02) therefore a transfer FROM Lakeland Sav c \$ 35,433.02 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 \$6.58 on 2/2/2025. Also reflects interest earned in account ending 0827 in the amount of \$150.12 on 2/2/2025.

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 2024

2024

	Jan - Dec 24	Budget	% of Budget
Ordinary Income/Expense			
Expense			
Insurance Claims	0.00		
6100-00 · Salary & Wages			
6100-01 · Commissioners Pay	13,133.00	14,400.00	91.2%
6100-02 · Clerk Pay	0.00	1,300.00	0.0%
Total 6100-00 · Salary & Wages	13,133.00	15,700.00	83.6%
6400-00 · Professional Fees			
6400-01 · Legal Fees	9,965.00	20,000.00	49.8%
6400-02 · Accounting/Auditing Fees	10,350.00	10,000.00	103.5%
6400-04 · Medical Services	245.00	1,000.00	24.5%
Total 6400-00 · Professional Fees	20,560.00	31,000.00	66.3%
6400-05 · Election Expenses	2,072.25	4,000.00	51.8%
6500-00 · Office \Postage Exp			
6500-01 · Office Supplies	3,604.13	5,000.00	70.1%
6500-02 · Misc Supplies(petty cash)	0.00	200.00	0.0%
Total 6500-00 · Office \Postage Exp	3,604.13	5,200.00	67.4%
66900 · Reconciliation Discrepancies	43.32		
Total Expense	39,312.70	55,900.00	70.3%
Net Ordinary Income	(39,312.70)	(55,900.00)	70.3%
Other Income/Expense			
Other Expense			
7100-00 · Reimb for Exp & Losses			
7140-00 · Truck Equipment			
7140-01 · Fire Equipment	4,639.30	20,000.00	23.2%
Total 7140-00 · Truck Equipment	4,639.30	20,000.00	23.2%
7195-00 · Uniform & Equip(Firefighters)	21,343.39	20,000.00	106.7%
Total 7100-00 · Reimb for Exp & Losses	25,982.69	40,000.00	65.0%
7200-00 · Hydrant Rental Dom Water	70,607.01	75,000.00	94.1%
7400-00 · Insurance Premium	58,049.86	56,000.00	103.7%
7500-00 · Professional Services			
7500-03 · Training & Education	3,480.00	11,000.00	31.6%
Total 7500-00 · Professional Services	3,480.00	11,000.00	31.6%
7600-00 · Utilities	25,770.28	26,000.00	103.0%
7700-00 · Maint/Repairs			
7710-00 · Truck Service			
7710-01 · Radio Serv/Repair	10,147.32	10,000.00	101.5%
7710-02 · Fuel	3,330.54	5,000.00	66.6%
7710-04 · Truck Service	52,452.06	35,000.00	149.9%
7710-05 · Equipment Testing	9,482.19	13,200.00	71.8%
Total 7710-00 · Truck Service	75,412.11	63,200.00	119.3%
7720-00 · Air Pack & Bottle Repair	0.00	2,000.00	0.0%
7730-00 · Bldg Maintenance	44,954.02	42,200.00	106.5%
7740-00 · Bldg Supplies	1,186.92	1,000.00	118.7%
7750-00 · Fire Comp. Contract	32,500.00	32,500.00	100.0%
Total 7700-00 · Maint/Repairs	154,053.05	140,000.00	109.3%
7800-00 · Contingency	18,367.53	25,000.00	73.5%
7850-00 · LOSAP Program			
7850-01 · LOSAP Program	16,531.02	22,000.00	75.1%
Total 7800-00 · LOSAP Program	16,531.02	22,000.00	75.1%
9300-00 · Capttal - Radios & Air Filling	0.00	35,000.00	0.0%
9400-00 · Capital Projects	0.00	40,948.00	0.0%
Total Other Expense	373,841.24	471,848.00	79.2%
Net Other Income	(373,841.24)	(471,848.00)	79.2%
Net Income	(413,153.94)	(527,748.00)	78.3%

Jamesburg Board of Fire Commissioners
Accounts Payable Voucher List
 As of January 1, 2025

2024

<u>Date</u>	<u>Num</u>	<u>Account</u>	<u>Open Balance</u>
CAMPBELL SUPPLY CO. INC.			
12/31/2024	2024-01-054	7710-04 · Truck Service	7,119.51
12/31/2024	2024-01-054	7710-04 · Truck Service	3,074.81
12/31/2024	2024-01-054	7710-04 · Truck Service	690.13
Total CAMPBELL SUPPLY CO. INC.			10,884.45
MIDDLESEX COUNTY TREASURER			
12/31/2024	20224-03-0...	7710-02 · Fuel	524.76
Total MIDDLESEX COUNTY TREASURER			524.76
MONROE TWSP. B.O.F.C.#1			
12/31/2024	2024-01-055	7500-03 · Training & Education	267.85
12/31/2024	2024-01-055	7500-03 · Training & Education	468.74
Total MONROE TWSP. B.O.F.C.#1			736.59
SAMUEL KLEIN & COMPANY			
12/31/2024	2024-03-142	6400-02 · Accounting/Auditing Fees	900.00
Total SAMUEL KLEIN & COMPANY			900.00
TOTAL			13,045.80

Jamesburg Board of Fire Commissioners
Budgeted Appropriations vs. Actual
January through December 2025

2025

	Jan - Dec 25	Budget	% of Budget
Ordinary Income/Expense			
Expense			
6100-00 - Salary & Wages			
6100-01 - Commissioners Pay	0.00	14,400.00	0.0%
6100-02 - Clerk Pay	0.00	1,300.00	0.0%
Total 6100-00 - Salary & Wages	0.00	15,700.00	0.0%
6400-00 - Professional Fees			
6400-01 - Legal Fees	0.00	20,000.00	0.0%
6400-02 - Accounting/Auditing Fees	8,181.50	10,000.00	81.8%
6400-04 - Medical Services	0.00	1,000.00	0.0%
Total 6400-00 - Professional Fees	8,181.50	31,000.00	26.4%
6400-05 - Election Expenses	400.00	4,000.00	10.0%
6500-00 - Office \Postage Exp			
6500-01 - Office Supplies	405.99	5,000.00	8.1%
6500-02 - Misc Supplies(petty cash)	0.00	200.00	0.0%
Total 6500-00 - Office \Postage Exp	405.99	5,200.00	7.8%
66900 - Reconciliation Discrepancies	(43.32)		
Total Expense	8,944.17	55,900.00	16.0%
Net Ordinary Income	(8,944.17)	(55,900.00)	16.0%
Other Income/Expense			
Other Expense			
7100-00 - Reimb for Exp & Losses			
7140-00 - Truck Equipment			
7140-01 - Fire Equipment	38.76	20,000.00	0.2%
Total 7140-00 - Truck Equipment	38.76	20,000.00	0.2%
7195-00 - Uniform & Equip(Firefighters)	0.00	30,000.00	0.0%
Total 7100-00 - Reimb for Exp & Losses	38.76	50,000.00	0.1%
7200-00 - Hydrant Rental Dom Water	6,930.99	75,000.00	9.2%
7400-00 - Insurance Premium	22,062.00	60,000.00	36.8%
7500-00 - Professional Services			
7500-03 - Training & Education	0.00	11,000.00	0.0%
Total 7500-00 - Professional Services	0.00	11,000.00	0.0%
7600-00 - Utilities	3,384.99	26,000.00	13.0%
7700-00 - Maint/Repairs			
7710-00 - Truck Service			
7710-01 - Radio Serv/Repair	0.00	10,000.00	0.0%
7710-02 - Fuel	0.00	5,000.00	0.0%
7710-04 - Truck Service	70.78	50,000.00	0.1%
7710-05 - Equipment Testing	0.00	13,200.00	0.0%
Total 7710-00 - Truck Service	70.78	78,200.00	0.1%
7720-00 - Air Pack & Bottle Repair	0.00	2,000.00	0.0%
7730-00 - Bldg Maintenance	2,834.62	43,000.00	6.6%
7740-00 - Bldg Supplies	0.00	2,000.00	0.0%
7750-00 - Fire Comp. Contract	0.00	36,000.00	0.0%
Total 7700-00 - Maint/Repairs	2,905.40	161,200.00	1.8%
7800-00 - Contingency	0.00	25,000.00	0.0%
7850-00 - LOSAP Program			
7850-01 - LOSAP Program	0.00	22,000.00	0.0%
Total 7850-00 - LOSAP Program	0.00	22,000.00	0.0%
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	35,322.14	505,200.00	7.0%
Net Other Income	(35,322.14)	(505,200.00)	7.0%
Net Income	(44,266.31)	(561,100.00)	7.9%

Jamesburg Board of Fire Commissioners
Accounts Payable Voucher List
 As of February 28, 2025

2025

Date	Num	Account	Open Balance
ANDY STONAKER - PETTY CASH			
02/20/2025	2025-02-003	7730-00 · Bldg Maintenance	71.73
02/20/2025	2025-02-003	7730-00 · Bldg Maintenance	170.59
Total ANDY STONAKER - PETTY CASH			242.32
APRIL BANCHS			
02/20/2025	2025-03-016	6400-05 · Election Expenses	150.00
Total APRIL BANCHS			150.00
BOROUGH OF JAMESBURG SEWER UTILITY			
02/20/2025	2025-03-011	7600-00 · Utilities	250.00
Total BOROUGH OF JAMESBURG SEWER UTILITY			250.00
CENTRAL JERSEY SECURITY			
02/20/2025	2025-02-007	7730-00 · Bldg Maintenance	110.00
Total CENTRAL JERSEY SECURITY			110.00
FOLEY, INCORPORATED			
02/20/2025	2025-02-004	7730-00 · Bldg Maintenance	793.59
Total FOLEY, INCORPORATED			793.59
GANNETT NEW JERSEY NEWSPAPERS			
02/20/2025	2025-03-012	6400-02 · Accounting/Auditing Fees	81.50
Total GANNETT NEW JERSEY NEWSPAPERS			81.50
GRAINGER			
02/20/2025	2025-01-003	7140-01 · Fire Equipment	38.76
Total GRAINGER			38.76
JAMESBURG HARDWARE & APPLIANCE			
02/20/2025	2025-02-005	7730-00 · Bldg Maintenance	27.99
Total JAMESBURG HARDWARE & APPLIANCE			27.99
JCP&L			
02/20/2025	2025-03-005	7600-00 · Utilities	798.03
Total JCP&L			798.03
JENNIE LUDAS			
02/20/2025	2025-03-017	6400-05 · Election Expenses	150.00
Total JENNIE LUDAS			150.00
NETLINK WEB SERVICES, LLC			
02/20/2025	2025-03-003	6500-01 · Office Supplies	199.00
Total NETLINK WEB SERVICES, LLC			199.00
NJ-AMERICAN WATER COMP.			
02/20/2025	2025-03-008	7200-00 · Hydrant Rental Dom W...	6,930.99
Total NJ-AMERICAN WATER COMP.			6,930.99
NJ AMERICAN WATER			
02/20/2025	2025-03-007	7600-00 · Utilities	32.75
Total NJ AMERICAN WATER			32.75
OLIVER L.E. SODEN AGENCY			
02/20/2025	2025-03-013	7400-00 · Insurance Premium	2,016.00
Total OLIVER L.E. SODEN AGENCY			2,016.00

02/18/25

Jamesburg Board of Fire Commissioners
Accounts Payable Voucher List
 As of February 28, 2025

2025

<u>Date</u>	<u>Num</u>	<u>Account</u>	<u>Open Balance</u>
PSE&G			
02/20/2025	2025-03-009	7600-00 · Utilities	1,076.80
Total PSE&G			1,076.80
RUSTY ALLEN			
02/20/2025	2025-03-015	6400-05 · Election Expenses	100.00
Total RUSTY ALLEN			100.00
SAMUEL KLEIN & COMPANY			
02/20/2025	2025-03-014	6400-02 · Accounting/Auditing Fees	7,250.00
02/20/2025	2025-03-014	6400-02 · Accounting/Auditing Fees	850.00
Total SAMUEL KLEIN & COMPANY			8,100.00
SANCHEZ LANDSCAPING, LLC			
02/20/2025	2025-02-006	7730-00 · Bldg Maintenance	90.00
02/20/2025	2025-02-006	7730-00 · Bldg Maintenance	240.00
02/20/2025	2025-02-006	7730-00 · Bldg Maintenance	90.00
02/20/2025	2025-02-006	7730-00 · Bldg Maintenance	90.00
Total SANCHEZ LANDSCAPING, LLC			510.00
STANDARD WASTE SERVICES			
02/20/2025	2025-03-010	7730-00 · Bldg Maintenance	164.45
Total STANDARD WASTE SERVICES			164.45
VERIZON			
02/20/2025	2025-03-006	7600-00 · Utilities	613.63
Total VERIZON			613.63
W.B. MASON CO. INC.			
02/20/2025	2025-03-004	6500-01 · Office Supplies	7.99
Total W.B. MASON CO. INC.			7.99
TOTAL			22,393.80

Jamesburg Board of Fire Commissioners
Monthly Check Register
 February 2025

Date	Num	Name	Memo	Amount
1106-00 - 1st Constitution				
02/20/2025	10320	ANDY STONAKER - PETTY CASH	REIMBURSE EXPENSES	(242.32)
02/20/2025	10321	APRIL BANCHS	Elections 2025	(150.00)
02/20/2025	10322	BOROUGH OF JAMESBURG SE...		(250.00)
02/20/2025	10323	CAMPBELL SUPPLY CO. INC.	Invoice # R101014707:01, R1...	(10,884.45)
02/20/2025	10324	CENTRAL JERSEY SECURITY	Invoice #150967	(110.00)
02/20/2025	10325	FOLEY, INCORPORATED	account #C1006667-0407991	(793.59)
02/20/2025	10326	GANNETT NEW JERSEY NEWS...	Invoice # 0006905370	(81.50)
02/20/2025	10327	GRAINGER	INV# 9375746725	(38.76)
02/20/2025	10328	JAMESBURG HARDWARE & AP...	Invoice # A254368	(27.99)
02/20/2025	10329	JENNIE LUDAS	Elections 2025	(150.00)
02/20/2025	10330	MIDDLESEX COUNTY TREASUR...	Invoice # CV-13-12-24	(524.76)
02/20/2025	10331	MONROE TWSP. B.O.F.C.#1	3 for Swift Water Training	(736.59)
02/20/2025	10332	NETLINK WEB SERVICES, LLC	Invoice # NWS3292	(199.00)
02/20/2025	10333	OLIVER L.E. SODEN AGENCY	Invoice # 5369	(2,016.00)
02/20/2025	10334	RUSTY ALLEN	2025 ELECTION HELP	(100.00)
02/20/2025	10335	SAMUEL KLEIN & COMPANY		(9,000.00)
02/20/2025	10336	SANCHEZ LANDSCAPING, LLC	Invoice # 14432,14441,14458	(510.00)
02/20/2025	10337	STANDARD WASTE SERVICES	Invoice # 523034	(164.45)
02/20/2025	10338	W.B. MASON CO. INC.	Invoice # 251800993	(7.99)
02/20/2025	Online Pay	JCP&L		(798.03)
02/20/2025	Online Pay	NJ-AMERICAN WATER COMP.		(6,930.99)
02/20/2025	Online Pay	NJ AMERICAN WATER		(32.75)
02/20/2025	Online Pay	PSE&G		(1,076.80)
02/20/2025	Online Pay	VERIZON		(813.63)
Total 1106-00 - 1st Constitution				(35,439.60)
TOTAL				(35,439.60)

BANK RECONCILIATION

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

MONTH OF: **January-25**

NAME OF BANK: **PNC Bank**

PREPARED BY: **SR**

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

BALANCE FORWARD:	01-Jan-25	\$20,619.33	BAL. PER BANK STATEMENT	\$ 21,274.35
			AS OF: 01-Jan-25	
ADD DEBITS:			ADD DEPOSITS IN TRANSIT:	
Online Banking Transfer on 1/17/2025	\$ 35,350.63			
Interest 2/2/2025	\$ 6.58			
TOTAL DEBITS:	\$ 35,357.21			
	TOTAL	\$ 55,976.54		
LESS CREDITS:			TOTAL IN TRANSIT:	
VOUCHER LIST 1/16/2025	\$ 35,357.43			\$ 21,274.35
	\$ 612.53			
Verizon online reissues				
ACCOUNT ANALYSIS FEE	\$ -		LESS CHECKS OUTSTANDING:	
			TOTAL: \$ 1,267.77	
TOTAL CREDITS:	\$ 35,969.96			
ENDING BANK BALANCE-Per G/L	2-Feb-25	\$ 20,006.58	BANK BALANCE-Per Reconciliation:	\$ 20,006.58

\$

NUMBER	AMOUNT	PAYEE NAME	DATE	P/O #
Online Pay	813.69	JCP&L	12/31/24	
10307	337.86	K.W. Rastall Oil	12/31/24	
10313	116.22	Andy Stonaker	1/16/25	
TOTAL	\$ 1,267.77			

02/12/25

Jamesburg Board of Fire Commissioners
Outstanding Checks
January 1, 2024 through February 2, 2025

Type	Date	Num	Name	Account	Paid Amount
Bill Pmt -Che...	12/31/2024	Online Pay	JCP&L	1106-00 · 1st Constitut...	
Bill	12/31/2024	2024-03-140		7600-00 · Utilities	-813.69
TOTAL					-813.69
Bill Pmt -Che...	12/31/2024	10307	K.W. RASTALL OIL	1106-00 · 1st Constitut...	
Bill	12/31/2024	2024-01-053		7730-00 · Bldg Mainten...	-337.86
TOTAL					-337.86
Bill Pmt -Che...	01/16/2025	10313	ANDY STONAKER - PETTY CASH	1106-00 · 1st Constitut...	
Bill	01/16/2025	2025-02-001		7730-00 · Bldg Mainten...	-116.22
TOTAL					-116.22