

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

Prepared By: S. Rampacek

Treasurer Report:

Date: 1/16/25

Reconciled balance brought forward in Lakeland Checking Acct from last meeting:	\$ 20,006.58
Deposits/Voiced Checks since the last meeting (see Note 1):	\$ 34,022.13
Vouchers/Fees paid/Transfers since last meeting:	\$ (33,409.38)
Current Reconciled Balance Remaining in Lakeland Checking Account (Note 1):	\$ 20,619.33
Reconciled Lakeland Savings Balance brought forward from last meeting:	\$ 757,394.72
Withdrawals/Transfers to Checking:	\$ (33,402.80)
Deposits/Interest to Savings Account (see Note 4 & 5):	\$ 157.66
Current Reconciled Balance Remaining in Lakeland Savings Account:	\$ 724,149.58
MATCHES BALANCE IN BANK ONLINE	
GRAND TOTAL CASH ON HAND:	\$ 744,768.91
Total Dollar Amount of Current Month Voucher List to be Paid:	\$ 35,537.43

Notes 1/16/25 Report:

1) Payment of the current month's voucher list would result in a Lakeland Checking balance of \$ (14,918.10) therefore a transfer FROM Lakeland Savings \$ 34,918.10 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 \$6.80 on 12/31/2024. Also reflects interest earned in account ending 0827 in the amount of \$157.66 on 12/31/2024.

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

6) Verizon check Cancelled had to be a online payment in Feb for Dec 2024

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	13,763.00	14,400.00	95.6%
6100-02 - Clerk Pay	0.00	1,300.00	0.0%
Total 6100-00 - Salary & Wages	13,763.00	15,700.00	87.7%
6400-00 - Professional Fees			
6400-01 - Legal Fees	9,965.00	20,000.00	49.8%
8400-02 - 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	3,504.13	5,000.00	70.1%
6500-02 - Misc Supplies (petty cash)	0.00	200.00	0.0%
Total 6500-00 - Office & Postage Exp	3,504.13	5,200.00	67.4%
66900 - Reconciliation Discrepancies	43.32		
Total Expense	39,942.70	55,900.00	71.5%
Net Ordinary Income	(39,942.70)	(55,900.00)	71.5%
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	70,807.01	75,000.00	94.1%
7400-00 - Insurance Premium	58,049.66	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	26,770.28	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	6,482.19	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	44,594.02	42,200.00	105.7%
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%
7700-00 - Maint/Repairs - Other	360.00		
Total 7700-00 - Maint/Repairs	154,063.05	140,900.00	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 7850-00 - LOSAP Program	16,531.02	22,000.00	75.1%
9300-00 - Capital - 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	(413,783.94)	(527,748.00)	78.4%

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2024

Jamesburg Board of Fire Commissioners
Accounts Payable Voucher List
 As of December 31, 2024

Date	Num	Account	Open Balance
BETTER LIVING DEPT. STORE 12/31/2024	2024-02-041	7730-00 · Bldg Maintenance	22.93
Total BETTER LIVING DEPT. STORE			22.93
JCP&L 12/31/2024	2024-03-140	7600-00 · Utilities	813.69
Total JCP&L			813.69
K.W. RASTALL OIL 12/31/2024	2024-01-053	7730-00 · Bldg Maintenance	337.86
Total K.W. RASTALL OIL			337.86
MC MASTER-CARR SUPPLY CO. 12/31/2024	2024-02-040	7730-00 · Bldg Maintenance	46.92
Total MC MASTER-CARR SUPPLY CO.			46.92
NEW JERSEY FIRE EQUIPMENT CO. 12/31/2024 12/31/2024	2024-01-051 24-09-001	7195-00 · Uniform & Equip(Firefig... 7710-05 · Equipment Testing	588.00 855.00
Total NEW JERSEY FIRE EQUIPMENT CO.			1,443.00
NJ-AMERICAN WATER COMP. 12/31/2024	2024-03-138	7200-00 · Hydrant Rental Dom W...	6,930.99
Total NJ-AMERICAN WATER COMP.			6,930.99
NJ AMERICAN WATER 12/31/2024	2024-03-139	7600-00 · Utilities	94.51
Total NJ AMERICAN WATER			94.51
PSE&G 12/31/2024	2024-03-137	7600-00 · Utilities	538.42
Total PSE&G			538.42
SANCHEZ LANDSCAPING, LLC 12/31/2024 12/31/2024	2024-02-042 2024-02-042	7730-00 · Bldg Maintenance 7700-00 · Maint/Repairs	275.00 360.00
Total SANCHEZ LANDSCAPING, LLC			635.00
TACTICAL PUBLIC SAFETY, LLC 12/31/2024	24-11-001	7710-01 · Radio Serv/Repair	3,094.20
Total TACTICAL PUBLIC SAFETY, LLC			3,094.20
W.B. MASON CO. INC. 12/31/2024 12/31/2024 12/31/2024 12/31/2024	2024-03-136 2024-03-136 2024-03-136 2024-03-136	6500-01 · Office Supplies 6500-01 · Office Supplies 6500-01 · Office Supplies 6500-01 · Office Supplies	7.99 152.04 37.83 78.65
Total W.B. MASON CO. INC.			276.61
TOTAL			<u>14,234.13</u>

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	0.00	10,000.00	0.0%
6400-04 · Medical Services	0.00	1,000.00	0.0%
Total 6400-00 · Professional Fees	0.00	31,000.00	0.0%
6400-05 · Election Expenses	0.00	4,000.00	0.0%
6500-00 · Office \Postage Exp			
6500-01 · Office Supplies	199.00	5,000.00	4.0%
6500-02 · Misc Supplies(petty cash)	0.00	200.00	0.0%
Total 6500-00 · Office \Postage Exp	199.00	5,200.00	3.8%
Total Expense	199.00	55,900.00	0.4%
Net Ordinary Income	(199.00)	(55,900.00)	0.4%
Other Income/Expense			
Other Expense			
7100-00 · Reimb for Exp & Losses			
7140-00 · Truck Equipment			
7140-01 · Fire Equipment	0.00	20,000.00	0.0%
Total 7140-00 · Truck Equipment	0.00	20,000.00	0.0%
7195-00 · Uniform & Equip(Firefighters)	0.00	30,000.00	0.0%
Total 7100-00 · Reimb for Exp & Losses	0.00	50,000.00	0.0%
7200-00 · Hydrant Rental Dom Water	0.00	75,000.00	0.0%
7400-00 · Insurance Premium	20,046.00	60,000.00	33.4%
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	613.78	26,000.00	2.4%
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	986.27	43,000.00	2.3%
7740-00 · Bldg Supplies	0.00	2,000.00	0.0%
7750-00 · Fire Comp. Contract	0.00	35,000.00	0.0%
Total 7700-00 · Maint/Repairs	1,057.05	161,200.00	0.7%
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	21,716.83	505,200.00	4.3%
Net Other Income	(21,716.83)	(505,200.00)	4.3%
Net Income	(21,915.83)	(561,100.00)	3.9%

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Jamesburg Board of Fire Commissioners
Accounts Payable Voucher List
 As of January 31, 2025

2025

Date	Num	Account	Open Balance
ANDY STONAKER - PETTY CASH 01/16/2025	2025-02-001	7730-00 · Bldg Maintenance	116.22
Total ANDY STONAKER - PETTY CASH			116.22
AUTO KING PARTS & SUPPLIES 01/16/2025	2025-01-001	7710-04 · Truck Service	70.78
Total AUTO KING PARTS & SUPPLIES			70.78
Encore Flew Protection 01/16/2025	2025-02-003	7730-00 · Bldg Maintenance	500.60
Total Encore Flew Protection			500.60
FIRST RESPONDER JOINT INSURANCE FUND 01/16/2025	2025-03-002	7400-00 · Insurance Premium	20,046.00
Total FIRST RESPONDER JOINT INSURANCE FUND			20,046.00
NETLINK WEB SERVICES, LLC 01/16/2025	2025-03-002	6500-01 · Office Supplies	199.00
Total NETLINK WEB SERVICES, LLC			199.00
SANCHEZ LANDSCAPING, LLC 01/16/2025	2025-02-002	7730-00 · Bldg Maintenance	115.00
01/16/2025	2025-02-002	7730-00 · Bldg Maintenance	90.00
Total SANCHEZ LANDSCAPING, LLC			205.00
STANDARD WASTE SERVICES 01/16/2025	2025-03-001	7730-00 · Bldg Maintenance	164.45
Total STANDARD WASTE SERVICES			164.45
VERIZON 01/16/2025	2025-03-001	7600-00 · Utilities	613.78
Total VERIZON			613.78
TOTAL			21,915.83

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Jamesburg Board of Fire Commissioners

Monthly Check Register

December 31, 2024 through January 31, 2025

Date	Num	Name	Memo	Amount
1106-00 - 1st Constitution				
12/31/2024	10306	BETTER LIVING DEPT. ...	Inv # 1-T00113,1-T00114, 1-T...	(22.93)
12/31/2024	10307	K.W. RASTALL OIL	Invoice # 3276548	(337.86)
12/31/2024	10308	MC MASTER-CARR SUP...	INV #38331727	(48.92)
12/31/2024	10309	NEW JERSEY FIRE EQ...		(1,443.00)
12/31/2024	10310	SANCHEZ LANDSCAPIN...	Invoice # 14395	(635.00)
12/31/2024	10311	TACTICAL PUBLIC SAF...	Invoice # 24-450	(3,094.20)
12/31/2024	10312	W.B. MASON CO. INC.	Invoice # 251264336,2512805...	(276.61)
12/31/2024	Online Pay	JCP&L		(813.69)
12/31/2024	Online Pay	NJ-AMERICAN WATER ...		(6,930.99)
12/31/2024	Online Pay	NJ AMERICAN WATER		(94.51)
12/31/2024	Online Pay	PSE&G		(538.42)
01/16/2025	10313	ANDY STONAKER - PET...	REIMBURSE EXPENSES	(118.22)
01/16/2025	10314	AUTO KING PARTS & S...	Invoice # 848364	(70.78)
01/16/2025	10315	Encore Flew Protection	Invoice # 12897973	(500.60)
01/16/2025	10316	FIRST RESPONDER JOI...	1st INSTALL- W/COMP, PKG,...	(20,046.00)
01/16/2025	10317	NETLINK WEB SERVICE...	Invoice # NWS3278	(199.00)
01/16/2025	10318	SANCHEZ LANDSCAPIN...	Invoice #	(205.00)
01/16/2025	10319	STANDARD WASTE SE...	Invoice # 519409	(164.45)
01/16/2025	Online Pay	VERIZON		(613.78)
Total 1106-00 - 1st Constitution				(36,149.96)
TOTAL				(36,149.96)

BANK RECONCILIATION

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

MONTH OF: **December-24**

NAME OF BANK: **PNC Bank**

PREPARED BY: **SR**

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

BALANCE FORWARD:		29-Nov-24	\$20,006.58	BAL. PER BANK STATEMENT	AS OF: 31-Dec-24	\$ 21,794.12
ADD DEBITS:				ADD DEPOSITS IN TRANSIT:		
Online Banking Transfer on 12/21/2024	\$	33,402.80				
Verizon Over transfer to account	\$	612.53				
Interest 12/31/2024	\$	6.80				
TOTAL DEBITS:	\$	34,022.13				
TOTAL			\$ 54,028.71			
LESS CREDITS:				TOTAL IN TRANSIT:		
VOUCHER LIST 12/19/2024	\$	33,409.38				\$ 21,794.12
ACCOUNT ANALYSIS FEE	\$					
TOTAL CREDITS:	\$	33,409.38				
ENDING BANK BALANCE-Per G/L		31-Dec-24	\$ 20,619.33	BANK BALANCE-Per Reconciliation:		\$ 20,619.33

NUMBER	AMOUNT	PAYEE NAME	DATE	P/O #
Online Pay	583.83	JCP&L	12/19/24	
Online Pay	53.67	NJ American water	12/19/24	
10298	199.00	Netlink Web	12/19/24	
10296	70.34	Jamesburg Hardware	12/19/24	
10299	267.95	Quality chevy	12/19/24	
TOTAL	\$ 1,174.79			

01/14/25

Jamesburg Board of Fire Commissioners Outstanding Checks January through December 2024

Type	Date	Num	Name	Account	Paid Amount
Bill Pmt -Che...	12/19/2024	online pay	JCP&L	1106-00 - 1st Constitut...	
Bill	12/19/2024	2024-03-130		7600-00 - Utilities	-583.83
TOTAL					-583.83
Bill Pmt -Che...	12/19/2024	online pay	NJ AMERICAN WATER	1106-00 - 1st Constitut...	
Bill	12/19/2024	2024-03-128		7600-00 - Utilities	-43.32
TOTAL				7600-00 - Utilities	-53.67
					-96.99
Bill Pmt -Che...	12/19/2024	10296	JAMESBURG HARDWARE & APPLIA...	1106-00 - 1st Constitut...	
Bill	12/19/2024	2024-02-037		7730-00 - Bldg Mainten...	-70.34
TOTAL					-70.34
Bill Pmt -Che...	12/19/2024	10298	NETLINK WEB SERVICES, LLC	1106-00 - 1st Constitut...	
Bill	12/19/2024	2024-03-131		6500-01 - Office Supplies	-189.00
TOTAL					-189.00
Bill Pmt -Che...	12/19/2024	10299	Quality Chevy	1106-00 - 1st Constitut...	
Bill	12/19/2024	2024-01-047		7710-04 - Truck Service	-267.95
TOTAL					-267.95