

Housing Authority of the City of Wildwood

Resolution #2018-17

Regular Monthly Expenses

WHEREAS, the Housing Authority of the city of Wildwood incurred various financial obligations since the last meeting; and it is the desire of the commissioners of said Authority to have their obligations kept current; and

WHEREAS, The Board of Commissioners have read and reviewed the itemized list of incurred regular operating expenses totaling \$49,561.84 Security Deposits Withdrawal (Crest Savings Bank Escrow Account) expenses totaling \$ 0.00; as listed and recommended for payment:

Regular Operating Expenditures			
Utilities			Amount
Atlantic City Electric	Monthly Electric Usage	3342	6,533.54
Atlantic City Electric	Tenant Utility Allowance	3377	299.00
South Jersey Gas	Natural Gas Charges	3370	1,054.63
Verizon	Telephone Charges	3373	93.09
Verizon	Long Distance Charges	3374	430.00
Subtotals Utilities:			8,410.26
Legal, Accounting & Consulting			
Polcari & Co	Accounting Services	3363	5950.00
Robinson & Robinson	Charges for Attending Feb 2018 Board Meeting	3368	520.00
Robinson & Robinson	Legal Landlord/Tenant	3367	740.00
Robinson & Robinson	General Legal Matters	3369	117.00
Subtotals Legal, Accounting & Consulting:			7,327.00
Insurance/Registration/Subscriptions & Fees			
None			
Subtotals Insurance/Registration/Subscriptions & Fees:			0.00
Administration Service Contracts			
ADP	Payroll Services	3338	127.99
Ansercomm	On Call Answering Service	3341	197.02
Comcast	Internet Charges	3349	173.64
First Advantage	Background Checks	3355	752.50
Kyocera Copier	Copier Lease Contract	3357	195.70
Max Communications	Phone Services	3358	208.79
Millville Housing	Additional Expenses Feb 2018	3332	7,561.71
Millville Housing	Executive Director Services March 2018	3331	7,004.00
Paychex	Payroll Services	3360	233.98
Pitney Bowes	Postage Machine Contract	3359	54.00
Purchase Power	Replenish Postage Meter	3364	400.00
Verizon Wireless	Cell Phone Bill	3375	406.96
Subtotals Administration Service Contracts:			17,316.29
Administration Other			
Caring Inc.	Security Deposit Reimbursement	3345	435.00
Subtotals Administration Other:			435.00
Administration Supplies & Materials			
Quill	Office Supplies	3365	328.97
WB Mason	Office Supplies	3376	339.54
Subtotals Administration Supplies & Materials:			668.51
Petty Cash			
Petty Cash	Replenish Petty Cash	3361	198.56
Subtotals Petty Cash:			198.56
Health Benefits Coverage			
BCS	Vision Insurance	3362	35.82
Delta Dental	Dental Insurance	3352	266.40
Subtotals Health Benefits Coverage:			302.22
Maintenance Contracts			
Cintas	Cleaning Supplies	3348	373.99
Cintas	First Aid Kit Refill	3347	121.97
Cintas	Fire Alarm Repair	3346	1930.00
Corbett	Monthly Treatments	3350	1355.00
Earthtec	Trash Removal	3353	719.96
Mitchell Nichols Enterprises	Dumpster Rental and Disposal Fees	3333	1,110.16
Thyssenkrupp	Elevator Contract	3371	2,885.78
			8,496.86

Maintenance Service Calls			
Falasca	Plumbing Repair	3354	1,137.70
Subtotals Maintenance Service Calls:			1,137.70
Maintenance Parts/Materials & Supplies			
Ace Plumbing	Maintenance Supplies	3337	13.60
Ace Hardware	Maintenance Supplies	3340	155.88
Billows	Maintenance Supplies	3343	95.64
Cape 47 Lumber	Maintenance Supplies	3344	276.02
Home Depot	Maintenance Supplies	3329	694.43
HD Supply	Maintenance Supplies	3356	1753.19
Paramount Chemical	Maintenance Supplies	3335	802.92
Riggins	Gas for Vehicles	3366	67.76
Subtotals Maintenance Parts/Materials & Supplies:			3,859.44
Security Deposit Refunds			
None			
Subtotals Security Deposit:			0.00
Security Deposits (Escrow Account)			
Crest Savings Bank	Deposit Security Deposit New Escrow Acct.	3351	1,410.00
Subtotals Security Deposits (Escrow Account):			1,410.00
Regular Operating Expenditures Total:			49,561.84
Security Deposits Withdrawal (Crest Savings Escrow Account)			
General Fund	Security Deposit Withdrawal	Transfer	
Subtotals Security Deposits Withdrawal (Bank Of America Escrow Account):			0.00
Interim Operating Expenditures			
None			
Subtotals Interim:			0.00
Summary Totals	Regular Operating Expenditures Total		49,561.84
	Security Deposits Withdrawal Expenditures Total		0.00
	Grand Total Resolution # 2018-17		49,561.84

NOW THEREFORE BE IT RESOLVED that the Secretary/Treasurer is hereby authorized to pay the March 2018 monthly bills that are presented to the Board of Commissioners for Consideration on this date

ADOPTED:

Ronald Harwood, Chairperson

Juanita Jones, Vice Chairperson

Patricia Campbell, Commissioner

Sandi Harris, Commissioner

Sue Maxwell, Commissioner

This is to certify that this is a true copy of a Resolution approved by the Board of Commissioners of the Housing Authority of the City of Wildwood at a meeting held on March 28 2018 at 5:00 pm at 3700 New Jersey Avenue, Wildwood NJ 08260.

Motion By: _____ ;2nd by _____

Ayes:

Nays:

Abstain:

Absent:

ATTEST: _____

Paul Dice, Board Secretary

Housing Authority of the City of Wildwood

Resolution #2018-18

Regular Monthly Capital Fund Program, Electronic Transfers & Congregate Expenses

WHEREAS, the Housing Authority of the city of Wildwood incurred various financial obligations since the last meeting; and it is the desire of the commissioners of said Authority to have their obligations kept current; and

WHEREAS, The Board of Commissioners have read and reviewed the itemized list of incurred Capital Fund Prog. Grant exp ttl 9,488.66 Elec. Transfers exp ttl \$9,578.56; Congregate Services Prog. expenses totalling \$ 0.00 as listed and recommended for payment:

Capital Fund Program (CFP) Expenditures			
All New Tub & Tile	Tub Refurnishing	3339	505.00
Home Depot	Hot Water Heaters	3330	1552.00
Mitchell Nichols	Trench to Reconnect Fire Alarm Sstem	3334	3500.00
Paramount Chemical	Appliances	3336	2431.66
Tree Surgeon	Tree Removal	3372	1500.00
Subtotals Capital Fund Program (CFP) Expenditures:			
Capital Fund Program Operating Expenditures Total:			9,488.66
Electronic Transfers			
State of NJ Division of Pension & Benefits	Annual Employer Appropriation	Elec. Transfer	23721.89
State of NJ Division of Pension & Benefits	DCRP	Elec. Transfer	116.13
State of NJ Division of Pension & Benefits	Pension February 2018	Elec. Transfer	2,000.40
State of NJ Division of Pension & Benefits	Health Benefits Coverage March 2018	Elec. Transfer	5,647.00
State of NJ Division of Pension & Benefits	Cottman & Evans Health Benefits March 2018	Elec. Transfer	1,815.03
Subtotals Electronic Transfers:			9,578.56
Electronic Transfer Operating Expenditures Total:			9,578.56
Congregate Services Program (CSP)			
None			
Congregate Services Program (CSP) Total:			0.00
Congregate Services Program Operating Expenditures Total:			0.00
CFP Expenditures Total			9,488.66
Electronic Transfer Expenditures Total			9,440.56
Congregate Expenditures Total			0.00
Grand Total Resolution # 2018-18			18,929.22

NOW THEREFORE BE IT RESOLVED that the Secretary/Treasurer is hereby authorized to pay the March 2018 monthly bills that are presented to the Board of Commissioners for Consideration on this date

ADOPTED:

Ronald Harwood, Chairperson

Juanita Jones, Vice Chairperson

Patricia Campbell, Commissioner

Sandi Harris, Commissioner

Sue Maxwell, Commissioner

This is to certify that this is a true copy of a Resolution approved by the Board of Commissioners of the Housing Authority of the City of Wildwood at a meeting held on March 28, 2018 at 5:00 pm at 3700 New Jersey Avenue, Wildwood NJ 08260.

Motion By: _____ ;2nd by _____

Ayes:

Nays:

Abstain:

Absent:

ATTEST: _____

Paul Dice, Board Secretary