

**Housing Authority of the City of Wildwood**

**Resolution #2018-23**

**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 \$77,091.91 Security Deposits Withdrawal (Crest Savings Bank Escrow Account) expenses totaling \$ 224.37; as listed and recommended for payment:

<b>Regular Operating Expenditures</b>			
<b>Utilities</b>			Amount
Atlantic City Electric	Monthly Electric Usage	3429	9,640.64
Atlantic City Electric	Tenant Utility Allowance	3425	447.00
South Jersey Gas	Natural Gas Charges	3464	1,069.12
Verizon	Telephone Charges	3466	457.59
Verizon	Long Distance Charges	3465	92.33
<b>Subtotals Utilities:</b>			<b>11,706.68</b>
<b>Legal, Accounting &amp; Consulting</b>			
Polcari & Co.	Accounting Services	3458	7800.00
Robinson & Robinson	Charges for Attending April 2018 Board Meeting	3460	507.00
Robinson & Robinson	Legal Landlord/Tenant	3462	1,115.00
Robinson & Robinson	General Legal Matters	3460	585.00
<b>Subtotals Legal, Accounting &amp; Consulting:</b>			<b>10,007.00</b>
<b>Insurance/Registration/Subscriptions &amp; Fees</b>			
NJ-JIF	2nd Payment for 2018 Bill Assesment	3452	33044.19
<b>Subtotals Insurance/Registration/Subscriptions &amp; Fees:</b>			<b>33,044.19</b>
<b>Administration Service Contracts</b>			
Ansercomm	On Call Answering Service	3428	171.41
Comcast	Internet Charges	3435	168.64
First Advantage	Background Checks	3440	175.00
Kyocera Copier	Copier Lease Contract	3445	195.70
Max Communications	Phone Services	3447	207.79
Millville Housing	Hearing Officer	3449	178.50
Millville Housing	Additional Expenses	3450	102.00
Millville Housing	Executive Director Services May 2018	3451	7,004.00
Pitney Bowes	Postage Machine Contract	3453	54.00
Verizon Wireless	Cell Phone Bill	3467	326.49
<b>Subtotals Administration Service Contracts:</b>			<b>8,583.53</b>
<b>Administration Other</b>			
None			
<b>Subtotals Administration Other:</b>			<b>0.00</b>
<b>Administration Supplies &amp; Materials</b>			
WB Mason	Office Supplies	3468	282.01
<b>Subtotals Administration Supplies &amp; Materials:</b>			<b>282.01</b>
<b>Petty Cash</b>			
Petty Cash	Replenish Petty Cash	3456	245.72
<b>Subtotals Petty Cash:</b>			<b>245.72</b>
<b>Health Benefits Coverage</b>			
BCS	Vision Insurance	3457	35.82
Delta Dental	Dental Insurance	3438	266.40
<b>Subtotals Health Benefits Coverage:</b>			<b>302.22</b>
<b>Maintenance Contracts</b>			
ChuteMaster	Trash Chute Cleaning	3432	1200.00
Corbett	Monthly Treatments	3436	1148.34
Earthtec	Trash Removal	3439	719.96
Mitchell Nichols Enterprises	Dumpster Rental and Disposal Fees	3451	1,573.32
LaRacco Contracting	Apartment Painting	3446	2,050.00
<b>Subtotals Maintenance Contracts:</b>			<b>6,691.62</b>
<b>Maintenance Service Calls</b>			
All New Tub & Tile	Tub Repair	3427	505.00
Cintas	Fire Alarm Repair	2433	803.29
GE Mechanical	Plumbing Repair	3441	464.18
Service Master	Bio Hazard Clean Up	3463	987.92
<b>Subtotals Maintenance Service Calls:</b>			<b>2,760.39</b>

<b>Maintenance Parts/Materials &amp; Supplies</b>			
Ace Plumbing	Electrical Supplies	3426	6.11
Billows	Maintenance Supplies	3430	12.48
Cape 47 Lumber	Maintenance Supplies	3431	245.70
Cintas	First Aid Kit Refill	3434	101.08
Home Depot	Maintenance Supplies	3442	393.88
Homeland Industrial Supply	Maintenance Supplies	3443	431.88
Jad Corporation	Trash Compactor Bags	3444	735.19
Paramount Chemical	Maintenance Supplies	3455	261.32
Paramount Chemical	Appliances	3454	796.28
Riggins	Gas for Vehicles	3459	82.63
<b>Subtotals Maintenance Parts/Materials &amp; Supplies:</b>			<b>3,066.55</b>
<b>Security Deposit Refunds</b>			
None			
<b>Subtotals Security Deposit:</b>			<b>0.00</b>
<b>Security Deposits (Escrow Account)</b>			
Crest Savings Bank	Deposit Security Deposit New Escrow Acct.	3437	402.00
<b>Subtotals Security Deposits (Escrow Account):</b>			<b>402.00</b>
<b>Regular Operating Expenditures Total:</b>			<b>77,091.91</b>
<b>Security Deposits Withdrawal (Crest Savings Escrow Account)</b>			
General Fund	Security Deposit Withdrawal	Transfer	224.37
<b>Subtotals Security Deposits Withdrawal (Bank Of America Escrow Account):</b>			<b>224.37</b>
<b>Interim Operating Expenditures</b>			
None			
<b>Subtotals Interim:</b>			<b>0.00</b>
<b>Summary Totals</b>		Regular Operating Expenditures Total	77,091.91
		Security Deposits Withdrawal Expenditures Total	224.37
		<b>Grand Total Resolution # 2018-23</b>	<b>77,316.28</b>

**NOW THEREFORE BE IT RESOLVED** that the Secretary/Treasurer is hereby authorized to pay the May 2018 monthly bills that are presented to the Board of Commissioners for Consideration on this date May 23, 2018

**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 May 23 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 #2018-24**

**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 \$0.00 Elec. Transfers exp ttl \$9,599.29; Congregate Services Prog. expenses totalling \$ 21,650.52 as listed and recommended for payment:

<b>Capital Fund Program (CFP) Expenditures</b>			
None			
<b>Subtotals Capital Fund Program (CFP) Expenditures:</b>			
<b>Capital Fund Program Operating Expenditures Total:</b>			<b>0.00</b>
<b>Electronic Transfers</b>			
State of NJ Division of Pension & Benefits	DCRP	Elec. Transfer	137.39
State of NJ Division of Pension & Benefits	Pension May 2018	Elec. Transfer	2,017.48
State of NJ Division of Pension & Benefits	Health Benefits Coverage June 2018	Elec. Transfer	5,647.40
State of NJ Division of Pension & Benefits	Cottman & Evans Health Benefits June 2018	Elec. Transfer	1,797.02
<b>Subtotals Electronic Transfers:</b>			<b>9,599.29</b>
<b>Electronic Transfer Operating Expenditures Total:</b>			<b>9,599.29</b>
<b>Congregate Services Program (CSP)</b>			
Caring	3rd QTR Grant	273	21650.52
<b>Congregate Services Program (CSP) Total:</b>			<b>21,650.52</b>
<b>Congregate Services Program Operating Expenditures Total:</b>			<b>21,650.52</b>
	CFP Expenditures Total		0.00
	Electronic Transfer Expenditures Total		9,599.29
	Congregate Expenditures Total		21,650.52
	<b>Grand Total Resolution # 2018-24</b>		<b>31,249.81</b>

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

ADOPTED:

\_\_\_\_\_  
Ronald Harwood, Chairperson

\_\_\_\_\_  
Juanita Jones, Vice Chairperson

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Patricia Campbell, Commissioner

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Sandi Harris, Commissioner

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Sue Maxwell, Commissioner

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Motion By: \_\_\_\_\_ ;2nd by \_\_\_\_\_

Ayes:

Nays:

Abstain:

Absent:

ATTEST: \_\_\_\_\_  
Paul Dice, Board Secretary

Housing Authority of the City of Wildwood  
County of Cape May  
State of New Jersey

Resolution 2018-25

A RESOLUTION APPROVING AN EXECUTIVE SESSION OF THE WILDWOOD  
HOUSING AUTHORITY'S MAY 23, 2018 BOARD MEETING

**WHEREAS**, the Wildwood Housing Authority has determined that the below issues are permitted by N.J.S.A. 10:4-12(B) to be discussed without the public in attendance shall be discussed during an Executive Session to be held on May 23, 2018 at 5:00 P.M. and,

- (1) *Matters required by law to be confidential:* Any matter which by express provision of the Federal law or State statute or rule of court shall be rendered confidential or excluded from the provisions of the Open Public Meetings Act.
- (2) *Any matter in which the release of information would impair the right to receive federal funding.*
- (3) *Matters involving individual privacy:* Any matter, the disclosure of which constitutes an unwarranted invasion of individual privacy such as records, data, reports, recommendations or other personal material of any education, training, social service, medical, health, custodial, child protection, rehabilitation, legal defense, welfare, housing relocation, insurance and similar program or institution operated by a public body pertaining to any specific individual admitted to or served by such institution or program, including, but not limited to information relative to the individual's personal and family circumstances, and any material pertaining to admission, discharge, treatment, progress or condition of any individual, unless the individual concerned .
- (4) *Matters pertaining to a collective bargaining agreement:* Any matter involving a collective bargaining agreement, or the terms and conditions which are proposed for inclusion in any collective bargaining agreement, including the negotiation of the terms and conditions thereof with employees or representatives of employees of the public body.
- (5) *Matters relating to the purchase, lease acquisition of real property or investment of public funds:* Any matter involving the lease, purchase or acquisition of real property with public funds, the setting of banking rates or investment of public funds, where it could adversely affect the public interest if discussion of such matters were disclosed.
- (6) *Matters of public protection:* Any tactic and techniques utilized in protecting the safety and property of the public, provided that their disclosure could impair such protection.
- (7) *Matters relating to litigation, negotiations and attorney-client privilege:* Any matter of pending or anticipated litigation or contract negotiation other than in (4) above in which the Borough is or may become a party. Any matters falling within the attorney-client privilege, to the extent that confidentiality is required for the attorney to exercise ethical duties as a lawyer.
- (8) *Matters relating to the employment relationship:* Any matter involving the employment, appointment, termination of employment, terms and conditions of employment, evaluation of the performance of , promotion or disciplining of any specific prospective public officer or employee or current public officer or employee employed or appointed by the public body, unless all of the individual employees or appointees whose rights could be adversely affected request in writing that such matter or matters be discussed in public.
- (9) *Deliberations after public hearing.* Deliberations by the Borough occurring after a public hearing that may result in a civil penalty or the suspension or loss of a license or permit of a responding party; and

**WHEREAS**, the City of Wildwood Housing Authority has determined that it is necessary to go into a closed session to discuss certain matters relating to the items as permitted by N.J.S.A. 10:4-12b

**NOW, THEREFORE BE IT RESOLVED**, by the Commissioners of the Wildwood Housing Authority that the Authority will go into closed session to discuss the following, in accordance with the aforesaid provisions of the Open Public Meetings Act, after which it will reconvene in the public:

1. *Matters relating to litigation, negotiations and attorney-client privilege:* *Painting Contract*
2. *Matters relating to litigation, negotiations and attorney-client privilege:* *Snow Removal/Landscaping Contract*

**BE IT FURTHER RESOLVED** that the minutes of the closed session will be made available to the public when the need for privacy no longer exists.

ADOPTED:

\_\_\_\_\_  
Ronald Harwood, Chairperson

\_\_\_\_\_  
Juanita Jones, Vice Chairperson

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Patricia Campbell, Commissioner

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Ayes:

Nays:

Abstain:

Absent:

ATTEST: \_\_\_\_\_  
Paul Dice, Board Secretary