

**MINUTES OF THE JULY 2016 MEETING
OF THE WILDWOOD HOUSING AUTHORITY**

A regular meeting of the Wildwood Housing Authority Board of Commissioners was held on Wednesday, July 27, 2016 at 3700 New Jersey Avenue, Wildwood, New Jersey 08260. The meeting convened at 5:00 p.m.

Chairperson Ronald Harwood announced the Sunshine Law requirement had been met, properly posted and advertised.

The meeting was called to order by Chairperson Ronald, who announced the meeting was being conducted under the Open Public Meetings Act.

Chairperson Ronald Harwood proceeded to call the roll at this time. Present were: Vice Chairperson Juanita Jones, Commissioner Patricia Campbell, Commissioner Sue Maxwell and Commissioner Sandi Harris were present. Also present were Executive Director Paul Dice and Matthew J. Robinson WHA Solicitor.

EXECUTIVE DIRECTOR'S REPORT

For May 2016 the WHA posted a positive net income of \$6,222 and it maintains a positive net total income of \$29,401 for the fiscal year-to-date (4/1/16 to 3/31/17). WHA has operated during that time period without having to deplete reserves.

UNIT OCCUPANCY

	<u>Percentage</u>	<u>Actual vacancies as of 07/27/2016:</u>
Sandman Towers:	98 %	3(1 Leased up before 07/31/2016)
Commissioners Court:	97 %	2(1 Leased up before 07/31/2016)

RECOMMENDED AGENCY PRIORITIES

1. Executive Director Paul Dice introduced Lawrence J. Merighi, Architect who talked about the new WHA office bid, only one company responding Maxwell Construction of Pleasantville, NJ bid \$268,000. The price is more than double the budgeted price, we will be going out to re-bid.
2. Executive Director Paul Dice talk about a quote from Wolfe, Inc. to paint the 6 columns under the solarium of Sandman Towers and 2 wall portions of the CompleteCare building. Executive Director Paul Dice also talked about receiving a rough estimate quote to paint the rest of the Sandman Towers building, caulking windows and replacing screens.
3. Executive Director Paul Dice introduced Lawrence J. Merighi, Architect who talked about the options for a proposal that CompleteCare brought to Paul Dice concerning leasing some space in the Maintenance Shop to put in a Pharmacy.
4. Executive Director Paul Dice talked about the Bed Bug issue in Sandman Towers. The issues required multiple heat and chemical treatments. We are working with Ehrlich to address this problem and find a comprehensive solution to this problem.
5. Assistant Executive Director Yinelda Dorta talked about the mold issue with an apartment. Tenants were put up in a motel until the mold issues is resolved. Yinelda also talked about the installing new door locks in Sandman Tower.

PUBLIC PORTION

- Patrick Lawley Apt 205 asked about CompleteCare pharmacy.
- Barbara Gutterman Apt 1005 would like an extra trash room key & Complain people riding bikes through roundabout.
- Rose De Rosa Apt 304 cable in the dining room out.

APPROVAL OF MINUTES & RESOLUTIONS

Chairperson Ronald Harwood asked for a motion of approval for the Wednesday, May 18, 2016 Meeting Minutes Commissioner Campbell made the motion and Commissioner Jones seconded. All others present were in favor.

The monthly payables and resolutions were presented for approval at this time:

Resolution# 2016-32

Approving the Payment of Regular Bills

Roll Call Vote:

Motion: Commissioner Campbell

Second: Commissioner Harris

Roll Call: Unanimous

Resolution# 2016-33

Approving the Capital Fund Program, Electronic Transfers &
Congregate Expenses Bills Payment

Roll Call Vote:

Motion: Commissioner Campbell

Second: Commissioner Harris

Roll Call: Unanimous

Resolution #2016-34

Approving Contract Award for Heating & Air Conditioning Services (HVAC)

Roll Call Vote:

Motion: Commissioner Campbell

Second: Commissioner Harris

Roll Call: Unanimous

Resolution #2015-35

Approving Contract Award for Plumbing Services

Roll Call Vote:

Motion: Commissioner Campbell

Second: Commissioner Harris

Roll Call: Unanimous

Resolution# 2016-36

Approving the Payment of Regular Bills

Roll Call Vote:

Motion: Commissioner Harris

Second: Commissioner Campbell

Roll Call: Unanimous

Resolution# 2016-37

Approving the Capital Fund Program, Electronic Transfers &
Congregate Expenses Bills Payment

Roll Call Vote:

Motion: Commissioner Jones

Second: Commissioner Campbell

Roll Call: Unanimous

Resolution #2015-38

Approving Collective Bargaining Agreement for Employee 3% raises

Roll Call Vote:

Motion: Commissioner Harris

Second: Commissioner Jones

Roll Call: Unanimous

Resolution #2015-39

Approving Contract Award for Electrical Services

Roll Call Vote:

Motion: Commissioner Campbell

Second: Commissioner Jones

Roll Call: Unanimous

Chairperson Ronald Harwood asked if there was any old or new business.

Chairperson Ronald Harwood asked for a motion to adjourn the WHA public meeting at 6:12 pm Commissioner Maxwell made the motion, Commissioner Jones seconded. All present were in favor.

Paul F. Dice
Board Secretary

Date