

**Housing Authority of the City of Wildwood
Resolution #2016-01
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 \$104,675.03; Security Deposits Withdrawal (Crest Savings Bank Escrow Account) expenses totaling \$ 222.09; as listed and recommended for payment:

Regular Operating Expenditures			
Utilities		CK #	Amount
Atlantic City Electric	Electric Utility Bill	1709	14,395.60
City Of Wildwood	1st QTR Taxes Complete Care	1746	3,363.04
South Jersey Gas Co.	Gas Utility Bill	1752	444.35
Verizon Phone Service	Telephone Utility Bill	1745	448.38
Verizon Phone Service	Long Distance Telephone Utility Bill	1734	95.63
Subtotals Utilities:			18,747.00
Legal, Accounting & Consulting			
Robinson & Robinson	Legal Landlord/Tenant	1754	1,778.00
Robinson & Robinson	Legal/General Matters	1725	240.00
Subtotals Legal, Accounting & Consulting:			2,018.00
Insurance/Registration/Subscriptions & Fees			
NJ JIFF	2016 Assesment Bill 1st installment	1731	38526.32
NJ NAHRO	Yearly Membership	1739	175.00
Press Of Atalntic City	Legal Ads	1749	1586.13
PHADA	Yearly Membership	1744	300.00
Subtotals Insurance/Registration/Subscriptions & Fees:			40,587.45
Administration Service Contracts			
Comcast Cable	Cable Modem, Internet Service/IP Address & Cable TV	1716	161.12
First Advantage	Back Ground Checks	1732	262.50
Holly City Development Corp	Consultant Fees	1728	442.77
Innovative Business Solutions	Computer Back Up	1730	102.00
Kyocera Copier	Copier Lease Contract	1717	175.61
Millville Housing Authority	Executive Director Services	1761	6,800.00
Millville Housing Authority	Additional Expenses	1736	526.84
Millville Housing Authority	Kevin Timm Payroll	1757	1,483.90
Paychex	Payroll Services	1742	783.95
Pitney Bowes	Postage Machine Contract	1747	54.00
Verizon Wireless	Cell Phone Bill	1714	321.24
Subtotals Administration Service Contracts:			11,113.93
Administration Other			
Bills Corner Deli	Refreshments for Resident Advisory Board Meeting	1712	73.00
FedEX	Postage	1724	50.80
Richard Olarsch	Employee Drug Testing	1740	90.00
Subtotals Administration Other:			213.80
Administration Supplies & Materials			
Employee Data Forms	Employee Attendance Calenders	1723	23.00
Staples	Office Supplies	1753	95.85
WB Mason	Office Supplies	1755	262.80
Subtotals Administration Supplies & Materials:			381.65
Petty Cash			
Petty Cash - General	Replenish Petty Cash	1743	4.99
Subtotals Petty Cash:			4.99
Health Benefits Coverage			
Delta Dental	Dental Insurance	1720	219.19
Planned Administrator (BCS)	Vision Insurance	1710	46.67
William Cottman	Benefits Oct-Dec 2015	1718	314.70
Subtotals Health Benefits Coverage:			580.56
Maintenance Contracts			
Ansercomm	Answering Service	1708	352.22
Cintas Fire	Fire Alarm Service Call	1715	3,000.00
CMCMUA	Bulk Trash Removal	1738	212.10
Evesham Lock Company	KeyFobs Sandman Towers	1733	1,002.64
EarthTec	Additional Trash Removal	1722	719.96
Harbor View Landscaping	Grounds Keeping-October 2015	1758	4,512.50
Mitchell Nichols Enterprises	Tree And Stump Removal	1737	1,100.00

Prep Boyz	Bed Bug Treatments & Roach Clean Outs	1748	1,800.00
Prep Boyz	Exterminating Contract	1760	1,557.20
Riggins	Vehicle Refuel	1750	88.46
			14,345.08
Maintenance Service Calls			
Marlee Contractors	HVAC Repair	1756	1,176.41
Subtotals Maintenance Service Calls:			1,176.41
Maintenance Parts/Materials & Supplies			
All Risk	Repair to Nurses Station Ceiling	1707	9252.49
Billows	Maintenance Supplies	1711	146.72
Cape 47 Lumber	Maintenance Supplies	1713	186.43
Discount Hydraulics	Tires for Bobcat	1729	1436.16
Grove Supply	Maintenance Supplies	1726	47.82
HD Supply	Maintenance Supplies	1727	1486.92
Home Depot	Maintenance Supplies	1721	202.37
Paramount Chemical	Maintenance Supplies	1741	701.96
Sherwin Williams	Painting Supplies	1751	551.60
Subtotals Maintenance Parts/Materials & Supplies:			14,012.47
Security Deposit Refunds			
Natalia Moya	Apt E2 Security Deposit Refund	1706	637.69
Subtotals Security Deposit:			637.69
Security Deposits (Escrow Account)			
Crest Savings Bank	Deposit Security Deposit New Escrow Acct.	1719	856.00
Subtotals Security Deposits (Escrow Account):			856.00
Regular Operating Expenditures Total:			104,675.03
Security Deposits Withdrawal (Crest Savings Escrow Account)			
General Fund	Security Deposit Withdrawal	Transfer	222.09
Subtotals Security Deposits Withdrawal (Bank Of America Escrow Account):			222.09
Interim Operating Expenditures			
No expenses at this time			0.00
Subtotals Interim:			0.00
Summary Totals		Regular Operating Expenditures Total	104,675.03
		Security Deposits Withdrawal Expenditures Total	222.09
		Grand Total Resolution # 2016-01	104,897.12

NOW THEREFORE BE IT RESOLVED that the Secretary/Treasurer is hereby authorized to pay the January 2016 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 January 27, 2016 at 5:00 pm at 3700 New Jersey Avenue, Wildwood NJ 08260.

Motion By: _____ ;2nd by _____

Aves:

Nays:

Abstain:

Absent:

ATTEST: _____

Paul Dice, Board Secretary

Housing Authority of the City of Wildwood
Resolution #2016-02
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 \$63,301.11 Elec. Transfers exp ttl \$6,242.49 ; Congregate Services Prog. expenses totalling \$ 102.75 as listed and recommended for payment:

Capital Fund Program (CFP) Expenditures			
Fabbri Builders	Repair to Sandman Towers - Exterior walls	1762	60,000.00
Marlee Contracting	Heat Pump Condensing Unit Apt F6	1735	2672.91
Paramount Chemical	Appliances	1749	628.20
Subtotals Capital Fund Program (CFP) Expenditures:			
Capital Fund Program Operating Expenditures Total:			63,301.11
Electronic Transfers			
Aflac	Additional Employee Insurance	Elec. Transfer	108.68
State of NJ Division of Pension & Benefits	DCRP	Elec. Transfer	91.54
State of NJ Division of Pension & Benefits	Pension December 2015	Elec. Transfer	1,606.21
State of NJ Division of Pension & Benefits	Health Benefits Coverage January 2016	Elec. Transfer	3,919.83
State of NJ Division of Pension & Benefits	William Cottman Health Benefits January 2016	Elec. Transfer	516.23
Subtotals Electronic Transfers:			6,242.49
Electronic Transfer Operating Expenditures Total:			6,242.49
Congregate Services Program (CSP)			
Reel Fire Protection	Hood Range Annual Inspection	243	102.75
Congregate Services Program (CSP) Total:			102.75
Congregate Services Program Operating Expenditures Total:			102.75
CFP Expenditures Total			63,301.11
Electronic Transfer Expenditures Total			8,918.14
Congregate Expenditures Total			102.75
Grand Total Resolution # 2016-02			72,322.00

NOW THEREFORE BE IT RESOLVED that the Secretary/Treasurer is hereby authorized to pay the January 2016 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 January 27, 2016 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
County of Cape May
State of New Jersey

Resolution 2016-03

**A RESOLUTION AUTHORIZING A PROFESSIONAL RISK MANAGEMENT
CONSULTING SERVICE FOR WILDWOOD HOUSING AUTHORITY**

WHEREAS, the Housing Authority of the City of Wildwood (WHA), a Public body created and organized pursuant to and in accordance with the provisions of the Laws of the State of New Jersey is a member of the New Jersey Public Housing Authority Joint Insurance Fund; and

WHEREAS, the Wildwood Housing Authority Board of Commissioners has determined that it is in the financial best interest to secure professional risk management brokerage and insurance services; and

NOW THEREFORE BE IT RESOLVED, that the WHA Executive Director is hereby authorized by the Board of Commissioners to enter into a Risk Management Consultant Agreement with William R. Mints Insurance Agency from January 1, 2016 through December 31, 2016 at the best possible terms.

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 January 27, 2016 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

RISK MANAGEMENT CONSULTANT'S AGREEMENT

THIS AGREEMENT entered into this 1ST day of JANUARY, 2016, between the WILDWOOD HOUSING AUTHORITY (hereinafter referred to as AUTHORITY) and WILLIAM R MINTS INS AGENCY (hereinafter referred to as the CONSULTANT).

WHEREAS, the CONSULTANT has offered to the AUTHORITY professional risk management consulting services as required in the bylaws of the New Jersey Public Housing Authority Joint Insurance Fund and the Municipal Excess Liability Joint Insurance Funds, and;

WHEREAS, the AUTHORITY desires these professional services pursuant to the resolution adopted by the governing body of the AUTHORITY at a meeting held on _____ and;

NOW, THEREFORE, the parties in consideration of the mutual promises and covenants set forth herein, agree as follows:

- I.* For and in consideration of the amount stated hereinafter, the CONSULTANT shall:
- a)* Assist the AUTHORITY in identifying its insurable Property & Casualty exposures and to recommend professional methods to reduce, assume or transfer the risk or loss.
 - b)* Assist the AUTHORITY in understanding the various coverages available from the New Jersey Public Housing Authority Joint Insurance Fund and the Municipal Excess Liability Joint Insurance Fund.
 - c)* Review with the AUTHORITY any additional coverages that the CONSULTANT feels should be carried but are not available from the FUND and subject to the AUTHORITY's authorization, place such coverages outside the FUND.
 - d)* Assist the AUTHORITY in the preparation of applications, statements of values, and similar documents requested by the FUND, it being understood that this Agreement does not include any appraisal work by the CONSULTANT.
 - e)* Review Certificates of Insurance from contractors, vendors and professionals when requested by the AUTHORITY.
 - f)* Review the AUTHORITY's assessment as prepared by the FUND and assist the AUTHORITY in the preparation of its annual insurance budget.

- g)* Review the loss and engineering reports and generally assist the safety committee in its loss containment objectives. Also, attend no less than one (1) Authority safety committee meeting per annum to promote the safety objectives and goals of the AUTHORITY and the FUND.
- h)* Assist where needed in the settlement of claims, with the understanding that the scope of the CONSULTANT's involvement does not include the work normally done by a public adjuster.
- i)* Perform any other risk management related services required by the FUND's bylaws.

2. In exchange for the above services, the CONSULTANT shall be compensated in the following manner:

- a)* The AUTHORITY authorizes the FUND to pay its CONSULTANT compensation for services rendered, an amount equal to six percent (6%) of the AUTHORITY's annual assessment as promulgated by the FUNDS. Said fee shall be paid to the CONSULTANT within thirty (30) days of payment of the AUTHORITY's assessment.
- b)* For any insurance coverages authorized by the AUTHORITY to be placed outside the FUND, the CONSULTANT shall receive as compensation the normal brokerage commissions paid by the insurance company. The premiums for said policies shall not be added to the FUND's assessment in computing the fee outlined in 2 (a).
- c)* If the AUTHORITY shall require of the CONSULTANT extra services other than those outlined above, the CONSULTANT shall be paid by the AUTHORITY a fee at the rate of _____ per hour, in addition to actual expenses incurred.

3. The term of this Agreement shall be one (1) year beginning on 1/1/2016 and ending on 1/1/2017. However, this Agreement may be terminated by either party at any time by mailing to the other written notice, certified mail return receipt, calling for termination at not less than thirty (30) days thereafter. In the event of termination of this Agreement, the CONSULTANT's fees outlined in 2 (a) above shall be prorated to date of termination.

ATTEST:

AUTHORITY:

WILDWOOD HOUSING AUTHORITY
PAUL DICE, DIRECTOR

ATTEST:

CONSULTANT:

WILLIAM R MINTS INS AGENCY
ROBERT A CONNER, CIC

Note:

This sample has been promulgated by the JIF/MEL to assist municipalities or authorities in preparing or negotiating agreements with their risk managers. It does not represent an official statement of JIF/MEL policy, nor is it an endorsement of any form or amount of compensation. Careful consideration at the local level should be given to determine how the document may be amended to meet a community's or authority's unique needs or desires. Prior to use, the sample should also be reviewed by the local attorney for form, consistency with local JIF bylaws, inclusion of affirmative action language, etc.

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

Resolution 2016-04

A RESOLUTION APPROVING AUDITING SERVICES FOR THE
WILDWOOD HOUSING AUTHORITY

WHEREAS, the Housing Authority of the City of Wildwood, a Public body created and organized pursuant to and in accordance with the provisions of the Laws of the State of New Jersey seeks the services of an auditing firm; and

WHEREAS, the Housing Authority of the City of Wildwood has properly advertised as required by the New Jersey Public Law in soliciting a Request for Proposal (RFP) for auditing services; and

WHEREAS, the Housing Authority of the City of Wildwood Executive Director has received three (3) bid proposal and reviewed all responses to the RFP; and

WHEREAS, the Housing Authority of the City of Wildwood Executive Director has determined that the Hymanson, Parnes & Giampaolo submitted the lowest responsible bid;

NOW THEREFORE BE IT RESOLVED, that the Secretary/Treasurer is hereby authorized by the Board of Commissioners to enter into and execute a contract for auditing services with that Hymanson, Parnes & Giampaolo for calendar year 2016 at a flat annual rate of \$9,705.00

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 January 27, 2016 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
County of Cape May
State of New Jersey

Resolution 2016-05

A RESOLUTION AUTHORIZING FEE ACCOUNTING SERVICES FOR
THE WILDWOOD HOUSING AUTHORITY

WHEREAS, the Housing Authority of the City of Wildwood, a Public body created and organized pursuant to and in accordance with the provisions of the Laws of the State of New Jersey seeks the services of an fee accounting; and

WHEREAS, the Housing Authority of the City of Wildwood has properly advertised as required by the New Jersey Public Law in soliciting a Request for Proposal (RFP) for fee accounting services; and

WHEREAS, the Housing Authority of the City of Wildwood Executive Director has received two (2) bid proposal and reviewed all responses to the RFP; and

WHEREAS, the Housing Authority of the City of Wildwood Executive Director has determined that the Polcari & Co. submitted the lowest responsible bid;

NOW THEREFORE BE IT RESOLVED, that the Secretary/Treasurer is hereby authorized by the Board of Commissioners to enter into and execute a contract for fee accounting services with that Polcari & Co. for calendar year 2016 at a flat annual rate of \$31,200.00

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 January 27, 2016 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
County of Cape May
State of New Jersey

Resolution 2016-06

A RESOLUTION APPROVING ARCHITECTURAL SERVICES
FOR THE WILDWOOD HOUSING AUTHORITY

WHEREAS, the Housing Authority of the City of Wildwood, a Public body created and organized pursuant to and in accordance with the provisions of the Laws of the State of New Jersey seeks the services of an architectural firm; and

WHEREAS, the Housing Authority of the City of Wildwood has properly advertised as required by the New Jersey Public Law in soliciting a Request for Proposal (RFP) for architectural services; and

WHEREAS, the Housing Authority of the City of Wildwood Executive Director has received one (1) bid proposals and reviewed all responses to the RFP; and

WHEREAS, the Housing Authority of the City of Wildwood Executive Director has determined that the J. F. McKernan submitted the lowest responsible bid;

NOW THEREFORE BE IT RESOLVED, that the Secretary/Treasurer is hereby authorized by the Board of Commissioners to enter into and execute a contract for architectural services with J. F. McKernan for calendar year 2016 at a rate of \$135/hr.

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 January 27, 2016 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
County of Cape May
State of New Jersey

Resolution 2016-07

A Resolution Approving AEI Consultants to Complete a Rental Assistance Demonstration Program (RAD) Physical Condition and Needs Assessment

WHEREAS, THE Wildwood Housing Authority, a public body created and organized pursuant to and in accordance with the provisions of the Laws of the State of New Jersey advertised a Request for Proposal for a consultant to conduct a RAD Physical Condition and Needs Assessment for the WHA property Sandman Tower;

AND WHEREAS, the Housing Authority received five proposals for consideration;

AND WHEREAS, AEI Consultants, submitted the lowest bid and most responsive and responsible proposal in the amount of \$5,000;

NOW THEREFORE, BE IT RESOLVED BY THE HOUSING AUTHORITY OF THE CITY OF WILDWOOD THAT the Executive Director is authorized to enter into and execute a contract with AEI Consultants, 30 Montgomery Street, Jersey City, NJ, to conduct the RAD Physical Condition and Needs Assessment for Sandman Tower.

ADOPTED:

Ronald Harwood, Chairperson

Juanita Jones, Vice Chair Person

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 January 27, 2016 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
County of Cape May
State of New Jersey**

Resolution 2016-08

Authorizing the Appointment of Sue Maxwell to the Wildwood Housing Authority Board of Commissioners

WHEREAS, THE Wildwood Housing Authority, a public body created and organized pursuant to and in accordance with the provisions of the Laws of the State of New Jersey desires to appoint Sue Maxwell to the Wildwood Housing Authority Board of Commissioners;

AND WHEREAS, the Board of Commissioners of the City of Wildwood, County of Cape May and the State of New Jersey, passed Resolution #434-12-15 on the 9th day of December, 2015, appointing Sue Maxwell to the Wildwood Housing Authority Board of Commissioners;

NOW THEREFORE, BE IT RESOLVED; By the Housing Authority of the City of Wildwood that the above named Commissioners have been appointed to the WHA Board of Commissioners for a 5 year term expiring December, 31, 2019.

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 January 27, 2016 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
County of Cape May
State of New Jersey

Resolution 2016-09

A Resolution Approving the Establishment of a Human Resource Committee

WHEREAS, the Housing Authority of the City of Wildwood (WHA), a Public body created and organized pursuant to and in accordance with the provisions of the Laws of the State of New Jersey, desires to establish a Human Resource Committee; and

AND WHEREAS, it has been determined that the following three Commissioners are hereby elected to become members of the Human Resource Committee:

NOW THEREFORE BE IT RESOLVED, by the Board of Commissioners of the Wildwood Housing Authority of the City of Wildwood that the Human Resource Committee has been approved and established at the WHA Board of Commissioners meeting held on January 27, 2016.

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 January 27, 2016 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
County of Cape May
State of New Jersey

Resolution 2016-10

A Resolution Approving the Establishment of a Maintenance Committee

WHEREAS, the Housing Authority of the City of Wildwood (WHA), a Public body created and organized pursuant to and in accordance with the provisions of the Laws of the State of New Jersey, desires to establish a Maintenance Committee; and

AND WHEREAS, it has been determined that the following three Commissioners are hereby elected to become members of the Maintenance Committee:

NOW THEREFORE BE IT RESOLVED, by the Board of Commissioners of the Wildwood Housing Authority of the City of Wildwood that the Maintenance Committee has been approved and established at the WHA Board of Commissioners meeting held on January 27, 2016.

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 January 27, 2016 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
County of Cape May
State of New Jersey

Resolution 2016-11

A Resolution Approving the Establishment of a Finance Committee

WHEREAS, the Housing Authority of the City of Wildwood (WHA), a Public body created and organized pursuant to and in accordance with the provisions of the Laws of the State of New Jersey, desires to establish a Finance Committee; and

AND WHEREAS, it has been determined that the following three Commissioners are hereby elected to become members of the Finance Committee:

NOW THEREFORE BE IT RESOLVED, by the Board of Commissioners of the Wildwood Housing Authority of the City of Wildwood that the Finance Committee has been approved and established at the WHA Board of Commissioners meeting held on January 27, 2016.

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 January 27, 2016 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
County of Cape May
State of New Jersey**

Resolution 2016-12

**A RESOLUTION APPROVING AN EXECUTIVE SESSION OF THE WILDWOOD HOUSING
AUTHORITY'S JANUARY 27, 2016 BOARD MEETING**

WHEREAS, the Open Public Meetings Act, N.J.S.A. 10:4-12b permits a public body to go into a closed session during a public meeting to discuss certain matters as follows:

- (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 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 the Employment Relationship:
2. Matters relating to litigation, negotiations and attorney-client privilege

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

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 January 27, 2016 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