

**Housing Authority of the City of Wildwood
Resolution #2016-13
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 \$82,521.96; Security Deposits Withdrawal (Crest Savings Bank Escrow Account) expenses totaling \$ 0.00; as listed and recommended for payment:

Regular Operating Expenditures			
Utilities		CK #	Amount
Atlantic City Electric	Electric Utility Bill	1768	15,060.17
City of Wildwood-Sewer	Sewer Usage	1082	20,251.21
City Of Wildwood- Water	Water Consumption	1765	7,883.41
South Jersey Gas Co.	Gas Utility Bill	1084	600.81
Verizon Phone Service	Telephone Utility Bill	1796	621.32
Verizon Phone Service	Long Distance Telephone Utility Bill	1787	98.68
Subtotals Utilities:			44,515.60
Legal, Accounting & Consulting			
Polcari & Co	Accounting Services	1799	2500.00
Robinson & Robinson	Legal Landlord/Tenant	1805	1,608.00
Robinson & Robinson	Monthly Retainer	1812	182.00
Subtotals Legal, Accounting & Consulting:			4,290.00
Insurance/Registration/Subscriptions & Fees			
NJAHRA	Local Membership for 2016	1792	175.00
Subtotals Insurance/Registration/Subscriptions & Fees:			175.00
Administration Service Contracts			
Comcast Cable	Cable Modem, Internet Service/IP Address & Cable TV	1774	161.15
First Advantage	Back Ground Checks	1786	262.50
Innovative Business Solutions	Computer Back Up	1784	102.00
Kyocera Copier	Copier Lease Contract	1775	175.61
Millville Housing Authority	Executive Director Services	1806	6,800.00
Millville Housing Authority	Additional Expenses	1789	878.79
Millville Housing Authority	Kevin Timm Payroll	1811	989.27
Paychex	Payroll Services	1794	477.28
Purchase Power	Replenish Postage	1798	400.00
Pitney Bowes	Postage Machine Contract	1797	54.00
Verizon Wireless	Cell Phone Bill	1773	322.55
Subtotals Administration Service Contracts:			10,623.15
Administration Other			
Bills Corner Deli	Refreshments for Resident Advisory Board Meeting	1770	108.75
Caring Inc.	Thanksgiving Dinner	1772	417.25
Subtotals Administration Other:			526.00
Administration Supplies & Materials			
No Expenditures			0.00
Subtotals Administration Supplies & Materials:			0.00
Petty Cash			
Petty Cash - General	Replenish Petty Cash	1795	332.59
Subtotals Petty Cash:			332.59
Health Benefits Coverage			
Delta Dental	No Expenditures		0.00
Planned Administrator (BCS)	No Expenditures		0.00
Subtotals Health Benefits Coverage:			0.00
Maintenance Contracts			
Ansercomm	Answering Service	1767	190.78
CMCMUA	Bulk Trash Removal	1791	82.37
Coastal Enviromental	Air Quality Testing	1779	495.00
GMH Associates	Electrical Repair Elevators	1782	4,713.97
Harbor View Landscaping	Fall Clean Up	1790	4,231.25
Mitchell Nichols Enterprises	Snow Removal and Salting	1808	3,562.50
Prep Boyz	Bed Bug Treatments & Roach Clean Outs	1810	835.00
Prep Boyz	Exterminating Contract	1800	1,557.20
Riggins	Vehicle Refuel	1801	100.81
Thyssenkrupp Elevators	Elevator Repair	1778	544.49
			16,313.37

Maintenance Service Calls			
GE Mechanical	Boiler Repair	1780	629.24
Subtotals Maintenance Service Calls:			629.24
Maintenance Parts/Materials & Supplies			
Billows	Maintenance Supplies	1769	281.71
Cape 47 Lumber	Maintenance Supplies	1771	216.60
Discount Hydraulics	Dump Truck Repair	1783	839.81
Ed Lopizzo	Battery for Bob Cat and Sweeper	1788	370.14
Home Depot	Maintenance Supplies	1777	484.26
Knox Company	Knox Box for Maintenance Shop	1785	307.00
Mr. Tire	Auto Repair- Dump Truck	1806	111.08
Paramount Chemical	Maintenance Supplies	1809	881.39
Sherwin Williams	Painting Supplies	1803	229.45
Wildwood Glass	Window Repair Entry Doors Sandman	1781	238.96
Subtotals Maintenance Parts/Materials & Supplies:			3,960.40
Security Deposit Refunds			
Helen Lipponcot	Apt 706 Security Deposit Refund	1764	231.61
Debra Richardson	Apt 810 Security Deposit Refund	1766	356.00
Subtotals Security Deposit:			587.61
Security Deposits (Escrow Account)			
Crest Savings Bank	Deposit Security Deposit New Escrow Acct.	1776	569.00
Subtotals Security Deposits (Escrow Account):			569.00
Regular Operating Expenditures Total:			82,521.96
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			
No expenses at this time			0.00
Subtotals Interim:			0.00
Summary Totals			
Regular Operating Expenditures Total		82,521.96	
Security Deposits Withdrawal Expenditures Total		0.00	
Grand Total Resolution # 2016-13		82,521.96	

NOW THEREFORE BE IT RESOLVED that the Secretary/Treasurer is hereby authorized to pay the February 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 February 24, 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

Resolution #2016-14

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 \$55,608.70 Elec. Transfers exp ttl \$6,257.66 ; Congregate Services Prog. expenses totalling \$ 0.00 as listed and recommended for payment:

Capital Fund Program (CFP) Expenditures			
Fabbri Builders	Repair to Sandman Towers	1763	54,480.00
Paramount Chemical	Appliances	1793	1128.70
Subtotals Capital Fund Program (CFP) Expenditures:			
Capital Fund Program Operating Expenditures Total:			55,608.70
Electronic Transfers			
Aflac	Additional Employee Insurance	Elec. Transfer	108.68
State of NJ Division of Pension & Benefits	DCRP	Elec. Transfer	97.60
State of NJ Division of Pension & Benefits	Pension January 2016	Elec. Transfer	1,615.32
State of NJ Division of Pension & Benefits	Health Benefits Coverage February 2016	Elec. Transfer	3,919.83
State of NJ Division of Pension & Benefits	William Cottman Health Benefits February 2016	Elec. Transfer	516.23
Subtotals Electronic Transfers:			6,257.66
Electronic Transfer Operating Expenditures Total:			6,257.66
Congregate Services Program (CSP)			
No Expenditures			0.00
Congregate Services Program (CSP) Total:			0.00
Congregate Services Program Operating Expenditures Total:			0.00
		CFP Expenditures Total	55,608.70
		Electronic Transfer Expenditures Total	8,918.14
		Congregate Expenditures Total	0.00
		Grand Total Resolution # 2016-14	64,526.84

NOW THEREFORE BE IT RESOLVED that the Secretary/Treasurer is hereby authorized to pay the February 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

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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 2016-15

**A RESOLUTION APPROVING AN EXECUTIVE SESSION OF THE WILDWOOD HOUSING
AUTHORITY'S FEBRUARY 24, 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 Pertaining to a collective bargaining agreement
2. Matters Relating to the Employment Relationship:

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

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Motion By: _____ ; 2nd by _____

Ayes:

Nays:

Abstain:

Absent:

ATTEST: _____
Paul Dice, Board Secretary