

Housing Authority of the City of Wildwood

Resolution #2016-32

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 \$175,035.67 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	1963	11,030.65
Atlantic City Electric	Utility Allowance Payment	2013	13.00
City of Wildwood-Sewer	Sewer Usage	2005	20,324.00
South Jersey Gas	April 2016 Gas Charges	2018	278.27
South Jersey Gas	May 2016 Gas Charges	2007	130.79
Verizon Phone Service	Telephone Utility Bill	1998	539.01
Verizon Phone Service	Long Distance Telephone Utility Bill	1989	96.56
Subtotals Utilities:			32,412.28
Legal, Accounting & Consulting			
Aquarius Capital	Employee Benefits Valuation	1962	3500.00
Polcari and Co	Accounting Services	2001	9960.00
Triad Associates	Tax Credit Assesments	2010	12000.00
Robinson & Robinson	Legal Landlord/Tenant	2009	564.00
Robinson & Robinson	May 2016 Board Meeting	1966	533.00
Robinson & Robinson	Legal/General Matters	1982	286.00
Subtotals Legal, Accounting & Consulting:			26,843.00
Insurance/Registration/Subscriptions & Fees			
Hartford Insuranve Company	Flood Insurance	1984	17523.00
JIFF	PERMA Insurance	1986	38526.31
NJ DMV	Registration for Van	1994	109.50
Press of AC	Legal Ad	2002	4.59
Subtotals Insurance/Registration/Subscriptions & Fees:			56,163.40
Administration Service Contracts			
Comcast Cable	Cable Modem, Internet Service/IP Address & Cable TV	1971	159.74
First Advantage	Background Checks	1987	105.00
Innovative Business Solutions	Computer Back Up	1985	102.00
Kyocera Copier	Copier Lease Contract	1972	175.61
Millville Housing Authority	Executive Director Services	1992	6,800.00
Millville Housing Authority	Additional Expenses	2020	2,365.22
Millville Housing Authority	Kevin Timm Payroll	2015	989.27
Paychex	Payroll Services	1996	447.52
Pitney Bowes	Postage Machine Contract	1999	54.00
Purchase Power	Replenish Postage Machine	2000	400.00
U.S. Security Associates	Security Guard	2004	19,649.57
Verizon Wireless	Cell Phone Bill	1968	319.08
Subtotals Administration Service Contracts:			31,567.01
Administration Other			
FedEX	Postage	1980	140.04
Subtotals Adminstration Other:			140.04
Administration Supplies & Materials			
Staples	Office Supplies	2008	247.62
Subtotals Administration Supplies & Materials:			247.62
Petty Cash			
Petty Cash - General	Replenish Petty Cash	1997	411.33
Subtotals Petty Cash:			411.33
Health Benefits Coverage			
Delta Dental	Dental Insurance	1974	301.99
BCS Vision	Vision Insurance	1964	32.94
Subtotals Health Benefits Coverage:			334.93

Maintenance Contracts			
Ansercomm	Answering Service	1961	224.93
Cintas	Cleaning Supplies	1969	866.09
Clean and Polish	Window Cleaning	2012	3096.00
Ehrlich	K9 Inspections	2019	2200.00
Ehrlich	Bed Bug Treatments	1977	1500.00
Ehrlich	Monthly Treatments	2014	1,719.00
Mitchell Nichols Enterprises	Spring Cleaning/Landscaping April and May	2016	8,642.63
Mitchell Nichols Enterprises	Dumpster Rental and Disposal Fees	1993	802.88
Thyssenkrupp	Elevator Maintenance Contract	1978	2,700.96
			21,752.49
Maintenance Service Calls			
Cintas Fire Protection	Fire Alarm Repair	1970	960.00
Falasca Contractors	Plumbing Repair	1979	610.00
GE Mechanical	Boiler Repair	1981	235.99
Marlee Contractors	HVAC Repair	1991	337.75
Subtotals Maintenance Service Calls:			2,143.74
Maintenance Parts/Materials & Supplies			
Billows	Maintenance Supplies	1965	401.03
Cape 47 Lumber	Maintenance Supplies	1967	97.64
Grove Supply	Maintenance Supplies	1983	18.72
Home Depot	Maintenance Supplies	1976	577.47
Mr Tire	Service for Dump Truck	2011	547.68
NJDEP	Decal for Dump Truck	1975	178.00
Paramount Chemical	Maintenance Supplies	2017	534.15
Subtotals Maintenance Parts/Materials & Supplies:			2,354.69
Security Deposit Refunds			
Salters Davis	Apt 209 Security Deposit Refund	1960	159.14
Subtotals Security Deposit:			159.14
Security Deposits (Escrow Account)			
Crest Savings Bank	Deposit Security Deposit New Escrow Acct.	1973	506.00
Subtotals Security Deposits (Escrow Account):			506.00
Regular Operating Expenditures Total:			175,035.67
Security Deposits Withdrawal (Crest Savings Escrow Account)			
General Fund	Security Deposit Withdrawal	Transfer	0.00
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	175,035.67
		Security Deposits Withdrawal Expenditures Total	0.00
		Grand Total Resolution # 2016-32	175,035.67

NOW THEREFORE BE IT RESOLVED that the Secretary/Treasurer is hereby authorized to pay the May/June 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 June 22, 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 #2016-33
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 \$9,937.70 Elec. Transfers exp ttl \$7,511.03 ; Congregate Services Prog. expenses totalling \$ 22,578.00 as listed and recommended for payment:

Capital Fund Program (CFP) Expenditures			
Evesham Lock and Safe	Key Fob Upgrade	1988	3364.70
Larocca Contracting	Apartment Painting	1990	3000.00
Paramount Chemical	Appliances	1995	2670.10
Sears	Hot Water Heater Commissioners Courts	2003	476.99
Sherwin Williams	Painting Supplies	2006	425.91
Subtotals Capital Fund Program (CFP) Expenditures:			
Capital Fund Program Operating Expenditures Total:			9,937.70
Electronic Transfers			
Aflac	Additional Employee Insurance	Elec. Transfer	108.68
State of NJ Division of Pension & Benefits	DCRP	Elec. Transfer	118.81
State of NJ Division of Pension & Benefits	Pension May 2016	Elec. Transfer	1,623.12
State of NJ Division of Pension & Benefits	Health Benefits Coverage May 2016	Elec. Transfer	3,919.83
State of NJ Division of Pension & Benefits	Cottman & Evans Health Benefits	Elec. Transfer	1,740.59
Subtotals Electronic Transfers:			7,511.03
Electronic Transfer Operating Expenditures Total:			7,511.03
Congregate Services Program (CSP)			
Caring Inc	Grant Jan-March 2016	247	22303.00
Drain Dr.	Service Call	248	275.00
Congregate Services Program (CSP) Total:			22,578.00
Congregate Services Program Operating Expenditures Total:			22,578.00
CFP Expenditures Total			9,937.70
Electronic Transfer Expenditures Total			8,918.14
Congregate Expenditures Total			22,578.00
Grand Total Resolution # 2016-33			41,433.84

NOW THEREFORE BE IT RESOLVED that the Secretary/Treasurer is hereby authorized to pay the May/June 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 2016-34

A RESOLUTION APPROVING A CONTRACT AWARD FOR
HEATING AND AIR CONDITIONING (HVAC) 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 desires to award a contract for Heating and Air Conditioning (HVAC) Services

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 Heating and Air Conditioning (HVAC); and

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

WHEREAS, the Housing Authority of the City of Wildwood Executive Director has determined that GE Mechanical submitted the most responsible and responsive bid at \$108.25 an hour;

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 Heating and Air Conditioning (HVAC) Services with Marlee Contractors, LLC from June 30, 2016 to June 29, 2017, with a possible 1-year extension option.

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 June 22, 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 2016-35

A RESOLUTION APPROVING A CONTRACT AWARD FOR
PLUMBING 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 desires to award a contract for Plumbing Services

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 Plumbing Services; and

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

WHEREAS, the Housing Authority of the City of Wildwood Executive Director has determined that Falasca Mechanical, Inc. submitted the lowest responsible and responsive bid at \$127.00 an hour;

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 Plumbing Services with Falasca Mechanical, Inc. from June 30, 2015 to June 29, 2016, with a possible two-year extension option.

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 June 22, 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