

**MINUTES OF THE JUNE 2018 MEETING
OF THE WILDWOOD HOUSING AUTHORITY**

A regular meeting of the Wildwood Housing Authority Board of Commissioners was held on Wednesday, June 27, 2018, at 3700 New Jersey Avenue, Wildwood, New Jersey 08260. The meeting convened at 4:58 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 Harwood, 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: Commissioner Sandi Harris, Commissioner Patricia Campbell, and Commissioner Sue Maxwell were present, and Vice Chairperson Juanita Jones was absent. Also present were Executive Director Paul Dice and Matthew J. Robinson WHA Solicitor.

EXECUTIVE DIRECTOR'S REPORT

For April 2018, the WHA posted a consolidated month-to-date profit of \$36,125 and posted a positive \$47,097 in year-to-date net income. (04/1/18 to 3/31/19).

UNIT OCCUPANCY

Overall 100% Percentage	<u>Actual vacancies as of 6/27/2018:</u>
Sandman Towers:	0
Commissioners Court:	0

RECOMMENDED AGENCY PRIORITIES

1. Matthew J. Robinson, WHA Solicitor addressed a change in non-member union dues in Illinois 5-4 which could affect us as a public-sector employer.
2. Paul Dice Executive Director discussed a Cost of Living Adjustment (COLA) to offer a 3% COLA and seek approval to issue same retroactive to 4/1/18.
3. Paul Dice Executive Director gave a brief update on the Sandman Tower - Exterior Painting.
4. Paul Dice Executive Director Landscaping and Snow Removal Bids
5. Paul Dice Executive Director commented on the playground equipment the City of Wildwood recently dismantled, we are evaluating the City of Wildwood playground equipment and looking into the re-assembly cost.
6. Paul Dice Executive Director discussed Trash/Recycling - Commissioners Court. Pail outlined the pros and cons of expanding the current location. We're still in the process of evaluating cost and feasibility.

ADMINISTRATIVE REPORTS

1. Yinelda Dorta Assistant Executive Director communicated on working with Larry Merighi WHA Architect, being on Fire Watch due to Fire pump controllers, BBQ update on holding an event with Cape Assist this year
2. Melissa Wheeler, Financial Assistant gave an update on Tenant Direct Debit Deposit with eh banks, more paperwork is required before we can process rent payment through the bank.

PUBLIC PORTION

- Paula Robbins Apt 106 commented on the trash issues every weekend, trash bin filled up & disgusting.
- Carmella Newkirk Apt 807 asked for bigger containers.
- Lisa Hartman Apt 208 asked if they can report who is overflowing the trash room.
- Melanie Wyeth Apt 1003 was wondering if we can send out a notice to residents about the trash room.

APPROVAL OF MINUTES & RESOLUTIONS

Chairperson Ronald Harwood requested for a motion for approval for the Wednesday, May 23, 2018, Meeting Minutes Commissioner Campbell made the motion and Commissioner Harris seconded. All others present were in favor.

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

Resolution# 2018-26

Approving the Payment of Regular Bills

Roll Call Vote:

Motion: Commissioner Campbell

Second: Commissioner Harris

Roll Call: Unanimous

Resolution# 2018-27

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

Roll Call Vote:

Motion: Commissioner Campbell

Second: Commissioner Harris

Roll Call: Unanimous

Resolution# 2018-28

Adopting changes to the WHA'S Personnel Policy and Procedures Manual
And Employee Handbook as recommended by MELJIF

Roll Call Vote:

Motion: Commissioner Campbell

Second: Commissioner Harris

Roll Call: Unanimous

Chairperson Ronald Harwood asked for a motion to go into Closed Session at 5:30 pm. Commissioner Campbell made the motion, Commissioner Maxwell seconded.

Resolution# 2018-29

Approving Resolution for Executive Closed Session

Roll Call Vote:

Motion: Commissioner Campbell

Second: Commissioner Maxwell

Roll Call: Unanimous

The Regular Meeting of the Wildwood Housing Authority was back in session at 5:50 pm. Commissioner Campbell made the motion, Commissioner Maxwell seconded

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

Chairperson Ronald Harwood requested for a motion to adjourn the WHA public meeting at 5:50 pm Commissioner Campbell made the motion, Commissioner Maxwell seconded. All present were in favor.

Paul F. Dice
Board Secretary

Date