

Housing Authority of the City of Wildwood

Resolution #2018-30

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 \$68,123.08 Security Deposits Withdrawal (Crest Savings Bank Escrow Account) expenses totaling \$ 0.00; as listed and recommended for payment:

Regular Operating Expenditures			
Utilities			Amount
Atlantic City Electric	Monthly Electric Usage	3523	11,281.83
Atlantic City Electric	Tenant Utility Allowance	3576	192.00
City of Wildwood-Water	Water Utility Bill	3538	10,809.80
South Jersey Gas	Natural Gas Charges	3569	832.86
Verizon	Telephone Charges	3573	92.21
Verizon	Long Distance Charges	3574	450.00
Subtotals Utilities:			23,658.70
Legal, Accounting & Consulting			
American Arbitration Association	M&M Counterclaim Charges	3528	1650.00
Polcari & Co.	Accounting Services	3564	2700.00
MMPF	Architectural Services	3557	2980.00
Robinson & Robinson	Charges for Attending June 2018 Board Meeting	3567	520.00
Robinson & Robinson	Legal Landlord/Tenant	3566	1,265.00
Robinson & Robinson	General Legal Matters	3568	884.00
Subtotals Legal, Accounting & Consulting:			9,999.00
Insurance/Registration/Subscriptions & Fees			
NJ DMV	Registration for Puck Up	3599	98.00
NJ Dept. of Unemployment	Unemploment Reimbursement Charge 12/2017	3571	74.92
Lexis Nexis Matthew Binder	Civil Service Renewal 10/2018-9/2019	3552	77.22
Hartford Insurance	Flood Insurance	3547	3797.00
Subtotals Insurance/Registration/Subscriptions & Fees:			4,047.14
Administration Service Contracts			
Ansercomm	On Call Answering Service	3521	184.00
ADP	Payroll Services	3529	407.81
Comcast	Internet Charges	3539	153.61
First Advantage	Background Checks	3544	192.50
Kyocera Copier	Copier Lease Contract	3551	281.74
Max Communications	Phone Services	3553	354.83
Millville Housing	Hearing Officer, ED Services, Additional Expenses	3555	7,233.50
Pitney Bowes	Postage Machine Contract & Ink for Postage Machine	3560	156.73
Verizon Wireless	Cell Phone Bill	3575	336.74
Subtotals Administration Service Contracts:			9,301.46
Administration Other			
Bills Corner Deli	Employee Appreciation Lunch	3534	53.50
Melissa L. Wheeler	Flowers for T. Oslar	3554	86.50
Subtotals Administration Other:			140.00
Administration Supplies & Materials			
Staples Advantage	Office Supplies	3570	97.05
Subtotals Administration Supplies & Materials:			97.05
Petty Cash			
Petty Cash	Replenish Petty Cash	3579	382.35
Subtotals Petty Cash:			382.35
Health Benefits Coverage			
BCS	Vision Insurance	3562	35.82
Delta Dental	Dental Insurance	3542	266.40
Subtotals Health Benefits Coverage:			302.22
Maintenance Contracts			
Corbett	Monthly Treatments	3540	946.67
Mitchell Nichols Enterprises	Dumpster Rental and Disposal Fees	3556	946.29
Thyssenkrupp	Elevator Contract	3572	1,804.00
Subtotals Maintenance Contracts:			3,696.96

Maintenance Service Calls			
Cintas	Fire Alarm Repair	3536	2911.99
Fire Defense	Fire Pump Inspection	3543	147.00
GE Mechanical	HVAC Repair	3545	3,556.46
Modern Group	Generator Maintenance	3558	812.00
Subtotals Maintenance Service Calls:			7,427.45
Maintenance Parts/Materials & Supplies			
Billows	Maintenance Supplies	3533	161.27
Cape 47 Lumber	Maintenance Supplies	3535	77.94
Cintas	First Aid Kit Refill	3537	102.69
Grove Supply	Plumbing Supplies	3546	158.80
Home Depot	Maintenance Supplies	3548	2440.65
Homeland Industrial Supply	Maintenance Supplies	3549	920.00
Johnstone Supply	PTECH Units	3550	4288.25
Paramount Chemical	Maintenance Supplies	3561	45.59
Plumbmaster	Plumbing Supplies	3563	30.18
Riggins	Gas for Vehicles	3565	68.85
Subtotals Maintenance Parts/Materials & Supplies:			8,294.22
Security Deposit Refunds			
Greg Masker	Apt 606 Security Deposit Refund	3577	109.88
Carl Bove	Apt 909 Security Deposit Refund	3578	431.65
Subtotals Security Deposit:			541.53
Security Deposits (Escrow Account)			
Crest Savings Bank	Deposit Security Deposit New Escrow Acct.	3541	235.00
Subtotals Security Deposits (Escrow Account):			235.00
Regular Operating Expenditures Total:			68,123.08
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 Expenditures			
Subtotals Interim:			0.00
Summary Totals			
	Regular Operating Expenditures Total		68,123.08
	Security Deposits Withdrawal Expenditures Total		0.00
	Grand Total Resolution # 2018-30		68,123.08

NOW THEREFORE BE IT RESOLVED that the Secretary/Treasurer is hereby authorized to pay the July 2018 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 July 25 2018 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 #2018-31

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 \$4,625.00 Elec. Transfers exp ttl \$9083.26; Congregate Services Prog. expenses totalling \$ 0.00 as listed and recommended for payment:

Capital Fund Program (CFP) Expenditures			Amount
All New Tub & Tile	Tub Refinishing		4625.00
Subtotals Capital Fund Program (CFP) Expenditures:			4,625.00
Capital Fund Program Operating Expenditures Total:			4,625.00
Electronic Transfers			
State of NJ Division of Pension & Benefits	DCRP	Elec. Transfer	121.73
State of NJ Division of Pension & Benefits	Pension July 2018	Elec. Transfer	1,517.11
State of NJ Division of Pension & Benefits	Health Benefits Coverage August 2018	Elec. Transfer	5,647.40
State of NJ Division of Pension & Benefits	Cottman & Evans Health Benefits August 2018	Elec. Transfer	1,797.02
Subtotals Electronic Transfers:			9,083.26
Electronic Transfer Operating Expenditures Total:			9,083.26
Congregate Services Program (CSP)			
None			0.00
Congregate Services Program (CSP) Total:			0.00
Congregate Services Program Operating Expenditures Total:			0.00
	CFP Expenditures Total		4,625.00
	Electronic Transfer Expenditures Total		9,440.56
	Congregate Expenditures Total		0.00
	Grand Total Resolution # 2018-31		14,065.56

NOW THEREFORE BE IT RESOLVED that the Secretary/Treasurer is hereby authorized to pay the July 2018 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 July 27, 2018 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 2018-32

A RESOLUTION AUTHORIZING A COLLECTIVE BARGAINING AGREEMENT OF 3% FOR THE
COST OF LIVING ADJUSTMENT FOR EMPLOYEES OF THE WILDWOOD HOUSING AUTHORITY
EMPLOYEES FOR 2018

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 under the Collective Bargaining Agreement for 2018 to allocate funding, in an amount of 3% for each employee, for the purpose of an employee pay increase; and;

WHEREAS, a 3% increase will be included in the 2018 budget; and;

NOW THEREFORE BE IT RESOLVED, that the WHA Executive Director is hereby authorized by the Board of Commissioners to give a 3% cost of living pay adjustment to the Wildwood Housing Authority employees that will be effective beginning April 1, 2018, for the year 2018.

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 July 25, 2018, 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 2018-33

A RESOLUTION AUTHORIZING TO INCLUDE WHA PERSONNEL PAUL DICE AND YINELDA DORTA TO SIGN THE STATE OF NEW JERSEY CONGREGATE HOUSING SERVICES PROGRAM GRANTS THROUGH THE STATE'S SYSTEM FOR ACCESSING GRANTS ELECTRONICALLY (SAGE).

WHEREAS, the Wildwood Housing Authority of the City of Wildwood (WHA) is a public body created and organized pursuant to, and in accordance with, the laws of the State of New Jersey;

WHEREAS, the WHA had outsourced the management of its Congregate Housing Services Program (CHSP) to Caring Inc. of Pleasantville, NJ; and

WHEREAS, the WHA has retained its status as grantee of CHSP funding through the State of NJ; and

WHEREAS, the WHA seeks to include WHA Personnel Paul Dice, Executive Director and Yinelda Dorta, Assistant Executive Director with authorization to sign the State of New Jersey CHSP grants through the state's computer program – SAGE.

NOW THEREFORE BE IT RESOLVED, that the Board of Commissioners will grant authorization to Wildwood Housing Authority Personnel Paul Dice and Yinelda Dorta with the authorization to sign the State of New Jersey CHSP grants through the state's computer program – SAGE.

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 July 25, 2018 at 3700 New Jersey Avenue, Wildwood, New Jersey 08260.

Motion by:

2nd by:

Ayes:

Nays:

Abstain:

Absent:

ATTEST: _____

Paul F. Dice, Board Secretary