

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

RESOLUTION 2018-39

**A RESOLUTION APPROVING A CONTRACT AWARD TO PURCHASE A NEW PLAYGROUND
EQUIPMENT AT COMMISSIONERS COURT 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 to purchase playground equipment for Commissioners Court; and

WHEREAS, the Housing Authority of the City of Wildwood has contacted the State Contractor for Playgrounds - Ben Shaffer Recreation Inc. - in Requesting a Quote for New playground project; and

WHEREAS, the price point maximum for the playground project will not exceed 30,000.00;

AND WHEREAS, the Executive Director is in the process of negotiating the best possible terms; and;

NOW THEREFORE BE IT RESOLVED, that the Executive Director is hereby authorized by the Board of Commissioners to purchase playground equipment for the Commissioners Court Playground Project with State Approved Vendor Ben Shaffer Recreation Inc.

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 September 26, 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 2018-40

Resolution Authorizing the purchase of replacement Interior Residential Mailboxes for Sandman Towers for the Wildwood Housing Authority

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 purchase for replacement of Interior Residential Mailboxes for Sandman Towers, and;

WHEREAS, the current mailboxes are in need of replacement due to damages; and

WHEREAS, we have received quotes from Three (3) vendors; and

WHEREAS, the price point maximum for the Interior Residential Mailboxes project will not exceed \$10,000.00;

AND WHEREAS, the Housing Authority of the City of Wildwood Executive Director has determined that Mailbox Emporium quote has been chosen for the purchase of replacement of Interior Residential Mailboxes for Sandman Towers in the amount of \$ \$9,127.00. For a total of 5 Salsbury 3916D-20 Free Standing 4C Mailbox 20 MB1 Doors / 2 PL4.5s – Includes 3716D-20 Mailbox and 3916D Enclosure, which will keep us in compliance with U.S.P.S. standard code.

NOW THEREFORE BE IT RESOLVED, the Board of Commissioners has given the Executive Director Paul Dice authorization to purchase replacement Interior Residential Mailboxes for Sandman Towers from Mailbox Emporium.

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 September 21, 2018, at 3700 New Jersey Avenue, Wildwood, New Jersey 08260.

Motion by:

2nd by:

Ayes:

Nays:

Abstain:

Absent:

ATTEST: _____
Paul F. Dice, Board Secretary

Housing Authority of the City of Wildwood

Resolution #2018-42

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 \$146,169.90 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	3654	15,572.49
Atlantic City Electric	Tenant Utility Allowance	3647	75.00
City of Wildwood-Sewer	Sewer Utility Bill	3660	20,780.25
South Jersey Gas	Natural Gas Charges	3694	844.67
Verizon	Telephone Charges	3699	469.76
Verizon	Long Distance Charges	3700	89.83
Subtotals Utilities:			37,832.00
Legal, Accounting & Consulting			
Barry, Corrado, Grassi & Scwartz	M&M Settlement	3640	65000.00
Robinson & Robinson	Legal Landlord/Tenant	3689	997.00
Robinson & Robinson	General Legal Matters	3690	2,132.00
			68,129.00
Insurance/Registration/Subscriptions & Fees			
PHA-Web	Property Management Software	3677	1070.00
Subtotals Insurance/Registration/Subscriptions & Fees:			1,070.00
Administration Service Contracts			
Ansercomm	On Call Answering Service	3656	368.48
ADP	Payroll Services	3651	270.28
Coastal Enviromental	Mold Testing	3662	990.00
Comcast	Internet Charges	3662	168.64
First Advantage	Background Checks	3670	227.50
Kyocera Copier	Copier Lease Contract	3676	195.70
Max Communications	Telephone Charges	3678	266.33
Millville Housing	ED Services	3681	7,004.00
Millville Housing	Additional Expenses	3682	1,676.71
Millville Housing	Computer Back Up	3680	102.00
Verizon Wireless	Cell Phone Bill	3701	251.76
Subtotals Administration Service Contracts:			11,521.40
Administration Other			
Acme	Refreshments for Annual BBQ	3650	106.71
Dept. Of Community Affairs	Elevator Inspection Fee	3698	1210.00
FedEx	Postage	3669	133.75
Shop Rite	Refreshments for Annual BBQ	3702	267.39
Subtotals Administration Other:			1,717.85
Administration Supplies & Materials			
Staples	Office Supplies	3695	748.34
Subtotals Administration Supplies & Materials:			748.34
Petty Cash			
Petty Cash	Replenish Petty Cash	3685	311.56
Subtotals Petty Cash:			311.56
Health Benefits Coverage			
BCS	Vision Insurance	3686	35.82
Delta Dental	Dental Insurance	3665	266.40
Subtotals Health Benefits Coverage:			302.22
Maintenance Contracts			
Corbett	Monthly Treatments	3663	1230.00
EarthTech	Trash Removal	3667	1517.55
Thyssenkrup Elevator	Maintenance Contract	3697	2,885.76
Subtotals Maintenance Contract:			5,633.31
Maintenance Sevice Calls			
Cintas	Fire Alarm Repair	3657	1,389.75
Drain Dr	Drain Cleaning	3666	705.00
Falasca	HVAC Filters	3668	265.00
GE Mechanical	HVAC Repair	3671	1,703.61

Siemans	Fire Alarm Repair Commissioners Courts	3692	2,190.00
Siemans	Fire Pump Repair	3693	1,700.00
Thyssenkrup Elevator	Elevator Repair	3696	1,025.00
Subtotals Maintenance Service Calls:			8,978.36
Maintenance Parts/Materials & Supplies			
ABS Signs	Parking Signs	3648	1920.00
Ace Plumbing	Maintenance Supplies	3649	25.89
American Parts Distributor	Maintenance Supplies	3652	96.52
Billows	Maintenance Supplies	3655	159.64
Cape 47 Lumber	Maintenance Supplies	3656	539.54
Cintas Cleaning	Cleaning Supplies	3659	373.99
Cintas Medical	First Aid Kit Refill	3658	44.52
Discount Hydraulics	Bobcat Tires	3673	745.58
Grove Supply	Maintenance Supplies	3672	247.08
Home Depot	Maintenance Supplies	3674	1418.01
Johnstone Supply	Maintenance Supplies	3675	21.01
Paramount Chemical	Appliances	3684	1804.34
Paramount Chemical	Maintenance Supplies	3683	437.02
Reel Fire Protection	Fire Extinguisher Certification	3687	830.10
Riggins	Gas for Vehicles	3688	206.68
Sherwin Williams	Maintenance Supplies	3691	31.93
Subtotals Maintenance Parts/Materials & Supplies:			8,901.85
Security Deposit Refunds			
Damarys Espinosa	Apt D1 Security Deposit Refund	3646	573.32
Mary Lorenzi	Apt 902 Security Deposit Refund	3645	152.69
Subtotals Security Deposit:			726.01
Security Deposits (Escrow Account)			
Crest Savings Bank	Deposit Security Deposit New Escrow Acct.	3664	298.00
Subtotals Security Deposits (Escrow Account):			298.00
Regular Operating Expenditures Total:			146,169.90
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			
Subtotals Interim:			0.00
Summary Totals		Regular Operating Expenditures Total	146,169.90
		Security Deposits Withdrawal Expenditures Total	0.00
		Grand Total Resolution # 2018-42	146,169.90

NOW THEREFORE BE IT RESOLVED that the Secretary/Treasurer is hereby authorized to pay the September 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 September 26, 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 #2018-43

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 \$3889.15 Elec. Transfers exp ttl \$9309.71; Congregate Services Prog. expenses totalling \$ 0.00 as listed and recommended for payment:

Capital Fund Program (CFP) Expenditures			
Millville Glass	New Entry Doors	3679	3889.15
Subtotals Capital Fund Program (CFP) Expenditures:			
Capital Fund Program Operating Expenditures Total:			3,889.15
Electronic Transfers			
State of NJ Division of Pension & Benefits	DCRP	Elec. Transfer	134.98
State of NJ Division of Pension & Benefits	Pension September 2018	Elec. Transfer	1,711.82
State of NJ Division of Pension & Benefits	Health Benefits Coverage October 2018	Elec. Transfer	5,647.40
State of NJ Division of Pension & Benefits	Cottman & Evans Health Benefits oCTOBER 2018	Elec. Transfer	1,797.02
Subtotals Electronic Transfers:			9,291.22
Electronic Transfer Operating Expenditures Total:			9,291.22
Congregate Services Program (CSP)			
None			
Congregate Services Program (CSP) Total:			0.00
Congregate Services Program Operating Expenditures Total:			0.00
	CFP Expenditures Total		3,889.15
	Electronic Transfer Expenditures Total		9,440.56
	Congregate Expenditures Total		0.00
	Grand Total Resolution # 2018-43		13,329.71

NOW THEREFORE BE IF RESOLVED that the Secretary/Treasurer is hereby authorized to pay the September 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 September 26, 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 2018-44

Resolution Authorizing Settlement Agreement with M&M Construction Technology, Inc.

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 settle a litigation claim; and,

WHEREAS, in order to amicably settle and to avoid the costs and expenses of further litigation, we agree to settle and resolve the claim for 65,000.00; and

NOW THEREFORE BE IT RESOLVED, the Board of Commissioners has given the Executive Director Paul Dice authorization to execute on behalf of this Board the Settlement Agreement and Release with M&M Construction Technology, Inc., a copy of which is attached hereto.

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 F. Dice, Board Secretary

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

Resolution 2018-45

**A RESOLUTION APPROVING A CONTRACT AWARD FOR A BATHROOM
RENOVATIONS PROJECT FOR THE WILDWOOD HOUSING AUTHORITY
SANDMAN TOWERS**

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 Bathroom Renovations Project (Walk-in Showers) for Sandman Towers.

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 Bathroom Renovations Project; and

WHEREAS, the Housing Authority of the City of Wildwood Executive Director has received Five (5) bid proposal and reviewed all responses to the RFP; and

WHEREAS, the Housing Authority of the City of Wildwood Executive Director has determined that Capri Construction, of Vineland, New Jersey submitted the lowest responsible and responsive bid for Bathroom Renovation Project in the amount of \$49,658.00 base bid & Bid Alternate Renovation (plumbing) at \$9,503.00.

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 a Bathroom Renovation Project with Capri Construction.

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 September 21, 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