

**MINUTES OF THE JANUARY 2020 MEETING
OF THE WILDWOOD HOUSING AUTHORITY**

A regular meeting of the Wildwood Housing Authority Board of Commissioners was held on Wednesday, January 22, 2020, at 3700 New Jersey Avenue, Wildwood, New Jersey 08260. The meeting convened at 5:00 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: Vice Chairperson Juanita Jones, Commissioner Patricia Campbell, Commissioner Sandi Harris and Commissioner Sue Maxwell were present. Also, present were Executive Director Paul Dice, Matthew J. Robinson WHA Solicitor, Karen L. Chiarello Director of Administration and Betsy Loyle Director of Operations. In attendance were also the newly appointed City of Wildwood Commissioner and Deputy Mayor Krista Fitzsimons and Commissioner Steve Mikulski.

EXECUTIVE DIRECTOR’S REPORT:

The Wildwood Housing Authority (WHA) posted \$23,398 in positive net income for December 2019. The WHA maintains \$134,201 in year-to-date positive net income.

UNIT OCCUPANCY:

Actual vacancies as of 1/22/2020:

Sandman Towers:	2
Commissioners Court:	0

RECOMMENDED AGENCY PRIORITIES:

1. Paul Dice Executive Director discussed Sandman Towers Walk-in Showers. We are doing another seven tub conversions at \$73,780. Beyond that, we can convert another 10 units at \$10,600/unit.
2. Paul Dice Executive Director addressed projects that are either starting, ongoing or finalized such as Jersey Central Power and Light (JCP&L) Soil Remediation which was completed, Roof issues at Commissioners Court we recently had to perform an emergency roof repair on “H” Building and we also have a problem with a roof leaking in “B” building and are addressing that now, the Commissioners Court Playground we demolished the derelict rubber mat and backfill with wood chips, the Decking at Commissioners Court is coming loose so we hired Fabbri Builders to perform numerous repairs, Window Screens at Sandman Tower, Leaking Windows at Sandman Tower still experiencing some leaking in a few windows. We are working with Wolfe Painting to address the problem from inside the building.
3. Paul Dice Executive Director due to strong winds we’ve had some damage to cars behind Sandman Tower, we have had a series of incidents where empty trash bins have been blown against cars parked in the lot. We have ordered dumpsters with locking wheels to address the problem
4. Paul Dice Executive Director explained the reasoning about the Company Jan Pro who was hired to doing the Sandman Towers building cleaning of public areas.

PUBLIC PORTION:

- Paula Robbins Apt 106 inquired about window screens quality and on the 1st floor there is cold air and the air system in the solarium does not work
- Patrice Sands Apt 402 inquired about the price of the walk-in showers.
- Melanie Wyeth Apt 1003 asked about lobby phone intercom system.

APPROVAL OF MINUTES & RESOLUTIONS:

Chairperson Ronald Harwood requested for a motion for approval for the Wednesday, September 26, 2019, Meeting Minutes Commissioner Harris made the motion and Commissioner Campbell seconded. All others present were in

favor.

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

- Resolution# 2019-50 Approving the Payment of Regular Bills
Roll Call Vote:
Motion: Commissioner Campbell
Second: Commissioner Jones
Roll Call: Unanimous
- Resolution# 2019-51 Approving the Capital Fund Program, Electronic Transfers & Congregate Expenses Bills Payment
Roll Call Vote:
Motion: Commissioner Maxwell
Second: Commissioner Campbell
Roll Call: Unanimous
- Resolution# 2020-01 Approving the Payment of Regular Bills
Roll Call Vote:
Motion: Commissioner Jones
Second: Commissioner Campbell
Roll Call: Unanimous
- Resolution# 2020-02 Approving the Capital Fund Program, Electronic Transfers & Congregate Expenses Bills Payment
Roll Call Vote:
Motion: Commissioner Campbell
Second: Commissioner Jones
Roll Call: Unanimous
- Resolution# 2020-03 Authorizing JIF Fund Commissioner Representative for Fund Year 2020
Roll Call Vote:
Motion: Commissioner Jones
Second: Commissioner Campbell
Roll Call: Unanimous
- Resolution# 2020-04 Approving to enter into Professional Risk Management Services for 2020
Roll Call Vote:
Motion: Commissioner Campbell
Second: Commissioner Jones
Roll Call: Unanimous
- Resolution# 2020-05 Approving Contract Award for Bathroom Renovation Project for Sandman Towers
Roll Call Vote:
Motion: Commissioner Campbell
Second: Commissioner Jones
Roll Call: Unanimous
- Resolution# 2020-06 Approving a Contract Award for Floor Cleaning Services for ST
Roll Call Vote:
Motion: Commissioner Harris
Second: Commissioner Jones
Roll Call: Unanimous
- Resolution# 2020-07 Approving a Contract Award for a General Contractor for the WHA
Roll Call Vote:
Motion: Commissioner Maxwell
Second: Commissioner Campbell

Roll Call: Unanimous

Resolution# 2019-08 Approving a Contract Award to remove rubber from playground area and replace with mulch

Roll Call Vote:

Motion: Commissioner Jones

Second: Commissioner Campbell

Roll Call: Unanimous

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 5:29 pm Commissioner Maxwell made the motion, Commissioner Jones seconded. All present were in favor.

Paul F. Dice
Board Secretary

Date