

## **MINUTES OF THE OCTOBER 2020 MEETING OF THE ILDWOOD HOUSING AUTHORITY**

A regular meeting of the Wildwood Housing Authority Board of Commissioners was held on Wednesday, October 28, 2020, at 3700 New Jersey Avenue, Wildwood, New Jersey 08260. The meeting convened at 5:02 p.m.

Chairperson Ronald Harwood announced the Sunshine Law requirement had been met, properly posted and advertised, during COVID-19 we will be posting the GoToMeeting invite in the ad for the public could join and on our website.

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, Commissioner Sue Maxwell and Resident Commissioner Maria Maldonado were present. Also, present were Executive Director Paul Dice, Matthew J. Robinson WHA Solicitor, Tony Polcari WHA Accountant, Karen Chiarello Director of Administration, Betsy Loyle Director of Operations, Denise Smith Account Manager, City of Wildwood Commissioner Steve Mikulski and City of Wildwood Commissioner/Deputy Mayor Krista Fitzsimons and special guest Carol Hackenberg Executive Director of Cape May Housing Authority.

### **EXECUTIVE DIRECTOR'S REPORT:**

The Wildwood Housing Authority (WHA) posted \$19,817 in positive net income for September 2020. The WHA maintains \$120,823 in year-to-date positive net income.

### **UNIT OCCUPANCY:**

Actual vacancies as of 10/28/2020: Sandman Towers: 3 Commissioners Court: 2 Percentage Occupied: 97

### **RECOMMENDED AGENCY PRIORITIES:**

1. Paul Dice Executive Director talked about the Elevator Upgrade bid. Paul and Yinelda met with the representatives of the general contractor – Capri Construction; the elevator sub-contractor – Schindler; and the electrical company – Leaway, to discussed Covid19 contingency plans, if the State shuts down the project, working hours and workflow projections. We expect the project to begin in late February and take 12 to 13 weeks per elevator car.
2. Paul Dice Executive Director discussed the new trash compactor has been installed in Sandman Towers and is working fine and for Commissioners Court for the roofs, the architect is still working on a scope of work to repair/replace the roofs on buildings B, C, F & H.

### **ADMINISTRATIVE REPORTS**

1. Yinelda Dorta Assistance Executive Director we are looking to provide a homecooked Thanksgiving Dinner meal to the Sandman Tower Residents, they to stick to CDC and Cape May County Health Department guidance will be delivered to their apartments. Congregate Services Program (CSP) is no longer in Wildwood Housing Authority hands, Caring Inc now holds the grant and rights to the program.

### **PUBLIC PORTION:**

- None

### **APPROVAL OF MINUTES & RESOLUTIONS:**

Chairperson Ronald Harwood requested for a motion for approval for the Wednesday, August 26, 2020, Meeting Minutes Commissioner Maxwell made the motion and Commissioner Jones seconded. All others present were in favor.

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

Resolution# 2020-41

Approving the Payment of Regular Bills

Roll Call Vote:

Motion: Commissioner Campbell

Second: Commissioner Harris  
Roll Call: Unanimous

Resolution# 2020-42

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

Roll Call Vote:

Motion: Commissioner Jones  
Second: Commissioner Campbell  
Roll Call: Unanimous

Resolution# 2020-43

Approving the Payment of Regular Bills

Roll Call Vote:

Motion: Commissioner Campbell  
Second: Commissioner Jones  
Roll Call: Unanimous

Resolution# 2020-44

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

Roll Call Vote:

Motion: Commissioner Campbell  
Second: Commissioner Jones  
Roll Call: Unanimous

Resolution# 2020-45

Approving a contract award for Natural Gas Utility Provider for the WHA

Roll Call Vote:

Motion: Commissioner Campbell  
Second: Commissioner Maxwell  
Roll Call: Unanimous

Resolution# 2020-45

Approval for Executive Closed Session: Contractual Matter

Roll Call Vote:

Motion: Commissioner Jones  
Second: Commissioner Campbell  
Roll Call: Unanimous

Chairperson Ronald Harwood asked for a motion to go into Closed Session at 5:33 pm. Commissioner Campbell made the motion, Commissioner Jones seconded.

The Regular Meeting of the Wildwood Housing Authority was back in session at 5:43 pm. Commissioner Campbell made the motion. Commissioner Harris seconded.

Chairperson Ronald Harwood requested for a motion to adjourn the WHA public meeting at 5:43 pm Commissioner Jones made the motion, Commissioner Campbell seconded. All present were in favor.

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Paul F. Dice  
Board Secretary

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Date