

MINUTES OF THE JANUARY 2023 MEETING OF THE WILDWOOD HOUSING AUTHORITY

A regular meeting of the Wildwood Housing Authority Board of Commissioners was held on Wednesday, January 25, 2023, at 3700 New Jersey Avenue, Wildwood, New Jersey 08260. The meeting convened at 4:00 p.m.

Vice Chairperson Patricia Campbell 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 Vice Chairperson Patricia Campbell, who announced the meeting was being conducted under the Open Public Meetings Act.

Vice Chairperson Patricia Campbell proceeded to call the roll at this time Commissioner Juanita Jones, Commissioner Sandi Harris, Commissioner Sue Maxwell and Commissioner Nancy Mercado were present, in the beginning part of meeting. Also, present were Executive Director Elizabeth Loyle and Matthew J. Robinson WHA Solicitor.

EXECUTIVE DIRECTOR'S REPORT:

The Wildwood Housing Authority (WHA) posted \$ \$ 9,614.00 in positive income for the month of December 2022. The authority maintains \$ 73,848.00 in year-to-date operating profit. There are 3 months remaining in our fiscal year.

UNIT OCCUPANCY:

Vacancies as of October 31, 2022: Sandman Towers: 3 Commissioners Court: 0 Percentage Occupied: 98

RECOMMENDED AGENCY PRIORITIES:

1. We are in the process of getting the Maintenance Shop fire alarm in compliance with the City of Wildwood Fire Departments Requirements by reconnecting the maintenance shop and Commissioners Court laundry rooms to the main fire panel in Sandman Tower.
2. The T-Mobile tablets should be arriving within the next two weeks, they will be providing 2 sessions of training. We will track the 10.00 payments per tablets, the tablets will be WHA property and tenants will be paying for the unlimited high-speed internet.

PUBLIC PORTION:

- None

APPROVAL OF MINUTES & RESOLUTIONS:

Vice Chairperson Patricia Campbell requested for a motion for approval for the Wednesday, November 16, 2022, 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# 2023-01

Approving the Payment of Regular Bills

Roll Call Vote:

Motion: Commissioner Jones

Second: Commissioner Harris

Roll Call: Unanimous

Resolution# 2023-02

Approving the Capital Fund Program, Electronic Transfers & Online Bills Payment

Roll Call Vote:

Motion: Commissioner Jones

Second: Commissioner Maxwell

Roll Call: Unanimous

- Resolution# 2023-03 Authorizing the Re-Appointment of Sandi Harris to the Wildwood Housing Authority Board of Commissioners
Roll Call Vote:
Motion: Commissioner Jones
Second: Commissioner Maxwell
Roll Call: Unanimous
- Resolution# 2023-04 Approving Professional Risk Management Services for 2023
Roll Call Vote:
Motion: Commissioner Harris
Second: Commissioner Jones
Roll Call: Unanimous
- Resolution# 2023-05 Approve the Signatories and users of the on-line web banking accounts.
for the WHA 2023
Roll Call Vote:
Motion: Commissioner Jones
Second: Commissioner Maxwell
Roll Call: Unanimous
- Resolution# 2023-06 Approving Contract Award for Snow Removal Services
Roll Call Vote:
Motion: Commissioner Jones
Second: Commissioner Harris
Roll Call: Unanimous
- Resolution# 2023-07 Approving an Annual Capital Fund Plan FYE April 1, 2023
Roll Call Vote:
Motion: Commissioner Jones
Second: Commissioner Mercado
Roll Call: Unanimous
- Resolution# 2023-08 Acknowledging the Annual Conflict of Interest Policy
Roll Call Vote:
Motion: Commissioner Jones
Second: Commissioner Harris
Roll Call: Unanimous
- Resolution# 2023-09 Approving Contract Award for Website Redesign and Maintenance Services
Roll Call Vote:
Motion: Commissioner Harris
Second: Commissioner Maxwell
Roll Call: Unanimous
- Resolution# 2023-10 Resolution Appointing Chairperson
Roll Call Vote:
Motion: Commissioner Maxwell
Second: Commissioner Harris
Roll Call: Unanimous
- Resolution# 2023-11 Resolution Appointing Vice Chairperson
Roll Call Vote:
Motion: Commissioner Jones
Second: Commissioner Campbell
Roll Call: Unanimous

OLD BUSINESS:

- None

NEW BUSINESS:

- Commissioner Vice Chairperson Patricia Campbell has been resolution appointed to Chairperson and Sandi Harris by resolution has been appointed as Vice Chairperson.

Vice Chairperson Patricia Campbell requested for a motion to adjourn the WHA public meeting at 4:16 pm Commissioner Harris made the motion, Commissioner Maxwell seconded. All presents were in favor.

Elizabeth A. Loyle
Board Secretary

Date