

MINUTES OF THE MARCH 2023 MEETING OF THE WILDWOOD HOUSING AUTHORITY

A regular meeting of the Wildwood Housing Authority Board of Commissioners was held on Wednesday, March 22, 2023, at 3700 New Jersey Avenue, Wildwood, New Jersey 08260. The meeting convened at 4:11 p.m.

Vice Chairperson Sandi Harris 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 where could join and on our website.

The meeting was called to order by Vice Chairperson Sandi Harris, who announced the meeting was being conducted under the Open Public Meetings Act.

Vice Chairperson Sandi Harris proceeded to call the roll at this time, Commissioner Juanita Jones, Commissioner Sue Maxwell, Commissioner Nancy Mercado were present, and Chairperson Patricia Campbell was Absent. Also, present were Executive Director Elizabeth Loyle, Matthew J. Robinson WHA Solicitor and Ralph Polcari WHA Accountant.

EXECUTIVE DIRECTOR'S REPORT:

The Wildwood Housing Authority (WHA) posted \$ \$ 2,428.00 in positive income for the month of February 2023. The authority maintains \$ 111,008.00 in year-to-date operating profit. There are 1 months remaining in our fiscal year.

UNIT OCCUPANCY:

Vacancies as of February 28, 2023: Sandman Towers: 6 Commissioners Court: 0 Percentage Occupied: 96

RECOMMENDED AGENCY PRIORITIES:

1. None.

PUBLIC PORTION:

- None

APPROVAL OF MINUTES & RESOLUTIONS:

Vice Chairperson Sandi Harris requested for a motion for approval for the Wednesday, February 22, 2023, Meeting Minutes Commissioner Jones made the motion and Commissioner Maxwell seconded. All others present were in favor.

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

<u>Resolution# 2023-16</u>	Approving the Payment of Regular Bills <u>Roll Call Vote:</u> Motion: Commissioner Maxwell Second: Commissioner Jones Roll Call: Unanimous
<u>Resolution# 2023-17</u>	Approving the Capital Fund Program, Electronic Transfers & Online Bills Payment <u>Roll Call Vote:</u> Motion: Commissioner Maxwell Second: Commissioner Jones Roll Call: Unanimous
<u>Resolution# 2023-18</u>	Presenting the WHA Budget for Adoption FYE: April 1, 2023, To: March 31, 2024 <u>Roll Call Vote:</u> Motion: Commissioner Jones Second: Commissioner Maxwell Roll Call: Unanimous

- Resolution# 2023-19 Authorizing a 3% for the Cost-of-Living Pay Increase for the WHA Employees for 2023:
Roll Call Vote:
Motion: Commissioner Jones
Second: Commissioner Mercado
Roll Call: Unanimous
- Resolution# 2023-20 Reviewing Annual Audit for the Fiscal Year Ending 3/31/2022.
Roll Call Vote:
Motion: Commissioner Maxwell
Second: Commissioner Jones
Roll Call: Unanimous
- Resolution# 2023-21 Approving Contract Award for Auditing Services
Roll Call Vote:
Motion: Commissioner Mercado
Second: Commissioner Jones
Roll Call: Unanimous
- Resolution# 2023-22 Approving Contract Award for Landlord/Tenant Legal Services
Roll Call Vote:
Motion: Commissioner Maxwell
Second: Commissioner Jones
Roll Call: Unanimous
- Resolution# 2023-23 Approving Contract Award for General Counsel Legal Services
Roll Call Vote:
Motion: Commissioner Jones
Second: Commissioner Mercado
Roll Call: Unanimous
- Resolution# 2023-24 Approving Contract Award for Fee Accounting Services
Roll Call Vote:
Motion: Commissioner Mercado
Second: Commissioner Jones
Roll Call: Unanimous
- Resolution# 2023-25 Approving Contract Award for Heating and Air Conditioning (HVAC) Services
Roll Call Vote:
Motion: Commissioner Maxwell
Second: Commissioner Jones
Roll Call: Unanimous
- Resolution# 2023-26 Approving Contract Award for Plumbing Services
Roll Call Vote:
Motion: Commissioner Mercado
Second: Commissioner Jones
Roll Call: Unanimous
- Resolution# 2023-27 Approving Contract Award for Exterminating Pest Services
Roll Call Vote:
Motion: Commissioner Jones
Second: Commissioner Maxwell
Roll Call: Unanimous

Resolution# 2023-28

Approval to write off Tenant Vacated Accounts

Roll Call Vote:

Motion: Commissioner Maxwell

Second: Commissioner Jones

Roll Call: Unanimous

OLD BUSINESS:

- None

NEW BUSINESS:

- None

Vice Chairperson Sandi Harris requested for a motion to adjourn the WHA public meeting at 4:19 pm Commissioner Maxwell made the motion, Commissioner Jones seconded. All presents were in favor.

Elizabeth A. Loyle
Board Secretary

Date