RESOLUTION

Board Meeting Date
09-27-23

of the
SUMMIT HOUSING AUTHORITY

Date Submitted
9-27-23

RESOLUTION NO. 23-27-9-1

LE:

RESOLUTION REQUESTING THE APPROVAL FOR PAYMENT OF INVOICES For JULY 27, 2023, THROUGH SEPTEMBER 27, 2023

Factual Contents Certified to by:

Budget Authorization Certified to by:

Commissioner WHITE **Submitted the following Resolution:**

WHEREAS, in the course of administering the operations of the Housing Authority of the City of Summit expenses are incurred.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE HOUSING AUTHORITY OF THE CITY OF SUMMIT:

1. That the attached list of bills, Number 09-23 in the amount of $218,045.14 be approved for payment.
2. That the proper officers of the Authority be authorized to pay all items on the list of invoices.
3. That this Resolution shall take effect immediately.

Commissioner WALKER **seconded the motion.**

X – Indicates Vote **A.B. – Absent** **N.V. – Not Voting**

RECORD OF COMMISSIONERS VOTE ON FINAL PASSAGE

COMMISSIONER	AYE	NAY	N.V.	A.B.	COMMISSIONER	AYE	NAY	N.V.	A.B.
Dresdale				✓	Walker	✓			
Ellis	✓				Whipple Jr.				✓
Galietti	✓				White	✓			
Kendellen				✓					

I Hereby Certify that the above Resolution was adopted at a Commissioners Meeting of the Housing Authority on 9-27-23.

Secretary/ Executive Director

SUMMIT HOUSING AUTHORITY BILL APPROVAL					
JULY 27, 2023 - SEPTEMBER 27, 2023					
COMPANY	**DESCRIPTION- 1st Run - August**	**PAYABLE**	**PRE PAID**	**TO BE PAID**	**CHECK #**
Advance Communications Inc.	Message service - 07/18/23-08/15/23	$ 202.80		$ 202.80	4743
AVS Technology	Chestnut - work on door timing @ Broad Street	$ 405.00		$ 405.00	4744
Chatham Disposal	Monthly garbage fee - July & August 2023	$ 2,991.72		$ 2,991.72	4745
Comcast Business	Cable, Telephone & Internet Services from 07/24/23-08/23/23 - Chestnut Community room	$ 295.72		$ 295.72	4746
Comcast Business	Cable, Telephone & Internet Services from 07/20/23-08/19/23 - Main Office	$ 156.85		$ 156.85	4747
Comcast Business	Cable, Telephone & Internet Services from 07/25/23-08/24/23 - Chestnut Office	$ 256.90		$ 256.90	4748
Comcast Business	Cable, Telephone & Internet Services from 07/19/23-08/18/23 - Weaver	$ 276.22		$ 276.22	4749
Comcast Business	Cable, Telephone & Internet Services from 07/10/23-08/09/23 - 12 Chestnut MDM-2	$ 136.17		$ 136.17	4750
CSG Advisors	Consulting Fees - June 2023	$ 883.00		$ 883.00	4751
DKS Cellular - Door King Inc.	Chestnut - Intercom charge - 06/17/23-07/16/23	$ 53.95		$ 53.95	4752
Document Solutions	Office copier lease	$ 161.52		$ 161.52	4753
Door Automation Corp	Chestnut - repair to outer entrance door	$ 509.00		$ 509.00	4754
E & G Exterminators	Exterminator contract fee	$ 1,130.00		$ 1,130.00	4755
Goksu Construction, LLC	Chestnut - 207A - repair roof	$ 8,850.00		$ 8,850.00	4756
Hanover Supply Co.	Maintenance materials for all sites	$ 1,382.09		$ 1,382.09	4757
HD Supply	Maintenance materials for all sites	$ 1,579.95		$ 1,579.95	4758
Home Depot	Maintenance materials for all sites	$ 1,732.40		$ 1,732.40	4759
JCP&L	Weaver - Vacant Unit D2	$ 41.34		$ 41.34	4760
Mava Landscape Inc.	Lawn service for all properties	$ 1,783.00		$ 1,783.00	4761
McCloskey Mechanical Contractors, Inc	Glenwood - Unit: 1B - drain repair Weaver - Unit: 1C - repaired kitchen drain	$ 1,698.00		$ 1,698.00	4762
Metro Elevator	Chestnut - repaired door timing delay	$ 550.00		$ 550.00	4763
MS&B	Professional services rendered	$ 3,842.00		$ 3,842.00	4764

COMPANY	DESCRIPTION- 1st Run	PAYABLE	PRE PAID	TO BE PAID	CHECK #
New Jersey American Water	Water services - Chestnut TFS	$ 3,098.14		$ 3,098.14	4765
New Jersey American Water	Water services - DCKFS	$ 234.15		$ 234.15	4766
New Jersey American Water	Water services - Weaver	$ 1,081.15		$ 1,081.15	4767
PSE&G	Gas service - Glenwood & Weaver	$ 1,243.72		$ 1,243.72	4768
PSE&G	Gas service - Chestnut	$ 642.41		$ 642.41	4769
PSE&G	Weaver - vacant unit - D2	$ 13.67		$ 13.67	4770
PSE&G	Weaver - vacant unit - B8	$ 38.46		$ 38.46	4771
Public Employees Retirement System	Pension reimbursement for Jacqueline Gray	$ 28,683.93		$ 28,683.93	4772
Ready Refresh	Bottled water service - 06/15/23-07/14/23	$ 7.98		$ 7.98	4773
Safe Life Security Corp.	Closed cicuit TV service contract - 07/01/23-12/31/23	$ 294.00		$ 294.00	4774
Sargeant Fence & Construction	Weaver - new fence	$ 7,685.00		$ 7,685.00	4775
Sue Fieseler	Reimburse for tenant activity expenses	$ 294.47		$ 294.47	4776
Teknikon Group, Inc	Chestnut - heat pumps repair - materials	$ 2,353.00		$ 2,353.00	4777
Verizon	Camera lines for period 077/17/23-08/16/23	$ 41.92		$ 41.92	4778
Verizon	Phone & fax for period 07/17/23-08/16/23	$ 41.92		$ 41.92	4779
TOTAL		$ 74,671.55		$ 74,671.55	

SUMMIT HOUSING AUTHORITY BILL APPROVAL					
JULY 27, 2023 - SEPTEMBER 27, 2023					
COMPANY	DESCRIPTION- 2nd Run - August	PAYABLE	PRE PAID	TO BE PAID	CHECK #
Advance Communications Inc	Message service - 08/16/23-09/12/23	$ 204.30		$ 204.30	4780
All County Sewer & Drain Service	Weaver - Units D3 & D4 Laundry Room - sewer block cleared	$ 1,265.00		$ 1,265.00	4781
AMC Precision Glass Inc.	Weaver - Unit: C2 -window repair	$ 186.59		$ 186.59	4782
Barco Products	Glenwood & Weaver - Additional steel signs	$ 1,302.49		$ 1,302.49	4783
Central Pro Services	Weaver - Unit D2 - Tub surround & countertop	$ 950.04		$ 950.04	4784
Comcast	Cable, Telephone & Internet Services from 08/19/23-09/18/23 - Chestnut Community room	$ 276.22		$ 276.22	4785
Comcast	Cable, Telephone & Internet Services from 08/10/23-09/09/23 - Chestnut Community room	$ 136.17		$ 136.17	4786
Law Offices of William Connelly, LLC	Legal services - August 2023	$ 1,300.00		$ 1,300.00	4787
DoorKing Inc.	Chestnut - Intercom system fee 07/17/23-08/16/23	$ 53.95		$ 53.95	4788
Door Automation Corp.	Chestnut - door magnet repair	$ 509.00		$ 509.00	4789
E & G Exterminators, Inc.	Contract fee - exterminators - all sites	$ 1,130.00		$ 1,130.00	4790
Feinstein,Raiss,Booker & Goldstein LLC	Legal Fees period ended 07/31/23	$ 599.00		$ 599.00	4791
Patricia Forsyth	Unit: 207A Lamp replacement	$ 20.00		$ 20.00	4792
FP Mailing Solutions	Postage meter rental 08/04/23-11/03/23	$ 125.04		$ 125.04	4793
The Great American Sign Co, Inc	Weaver - outdoor sign	$ 2,550.00		$ 2,550.00	4794
Hanover Supply Co.	Maintenance materials for all sites	$ 58.82		$ 58.82	4795
HD Supply	Maintenance materials for all sites	$ 518.55		$ 518.55	4796
Home Depot Credit Services	Maintenance materials for all sites	$ 2,956.70		$ 2,956.70	4797
Jacqueline Gray	Cell phone usage & expenses reimbursement	$ 63.99		$ 63.99	4798
Jackie Roundtree	Cell phone usage reimbursement	$ 50.00		$ 50.00	4799
Jerry's Artarama	Chestnut - Art supplies	$ 599.10		$ 599.10	4800
JCP&L	Electric services - all sites	$ 9,582.89		$ 9,582.89	4801
JCP&L	Weaver - Electric services vacant Unit: C6	$ 54.74		$ 54.74	4802
William Katchen, LLC	Accountant services - August 2023	$ 2,650.00		$ 2,650.00	4803
Keeping It Green Irrigation	Weaver - installed irrigation system	$ 2,900.00		$ 2,900.00	4804

COMPANY	DESCRIPTION- 2nd Run	PAYABLE	PRE PAID	TO BE PAID	CHECK #
Keith Kinard	Waterproof signage - all sites	$ 236.90		$ 236.90	4805
Elizabeth Kozlowski	Reimburse tenant for art supplies purchased	$ 87.57		$ 87.57	4806
Metro Elevator	Maintenance contract - August 2023 - Elevator repair 08/01/23	$ 350.00		$ 350.00	4807
Mayda B. Kuriawa	Reimbursement for expenses	$ 92.75		$ 92.75	4808
Metro Fire & Communications Systems	Chestnut - fire alarm panel repair	$ 511.80		$ 511.80	4809
McCloskey Mechanical Contractors, Inc.	Weaver - drain repairs Units: C1 & C3	$ 1,518.00		$ 1,518.00	4810
McCloskey Mechanical Contractors, Inc.Ch	Chestnut - Laundry room repairs	$ 414.00		$ 414.00	4811
Morristown Housing Authority	Shared ageement services - August 2023	$ 1,000.00		$ 1,000.00	4812
MS&B	Services - Review articles of Incorporation	$ 642.50		$ 642.50	4813
New Jersey American Water	Chestnut - TFS - water services 07/01/23-08/01/23	$ 2,945.71		$ 2,945.71	4814
New Jersey American Water	Glenwood - water services 06/30/23-07/31/23	$ 1,596.46		$ 1,596.46	4815
New Jersey American Water	DCKFS - water services 07/01/23-08/01/23	$ 234.15		$ 234.15	4816
New Jersey American Water	Weaver - water services 07/01/23-08/01/23	$ 993.65		$ 993.65	4817
PSE&G	Glenwood & Weaver - gas service	$ 1,123.16		$ 1,123.16	4818
PSE&G	Weaver - vacant unit D2	$ 9.63		$ 9.63	4819
Ready Refresh	Water Coolers - Main Offfice & SS Office	$ 91.68		$ 91.68	4820
Ramtown Floors by Design, Inc.	Weaver - Unit: D2 - new floor	$ 5,915.00		$ 5,915.00	4821
Safe Life Security Corp	Glenwood - Extra camera - camera replacement	$ 790.00		$ 790.00	4822
Staples	Office supplies for main office and SS office	$ 667.17		$ 667.17	4823
Sue Fieseler	Reimbursement for expenses	$ 191.99		$ 191.99	4824
State of New Jersey	Department of Labor Assessment Charge	$ 89.54		$ 89.54	4825
Verizon	Camera lines for period 08/17/23-09/16/23	$ 41.92		$ 41.92	4826
Verizon	Phone & Fax for period 08/17/23-09/16/23	$ 41.92		$ 41.92	4827
JCP&L	Weaver - Electric services - vacant unit D2	$ 76.94		$ 76.94	4828
Metro Elevator	Chestnut - elevator repair	$ 275.00		$ 275.00	4829
TOTAL		$ 49,980.03	$74,671.55	$ 124,651.58	

SUMMIT HOUSING AUTHORITY BILL APPROVAL					
JULY 27, 2023 - SEPTEMBER 27, 2023					
COMPANY	**DESCRIPTION- 1st Run - September**	**PAYABLE**	**PRE PAID**	**TO BE PAID**	**CHECK #**
Advance Communications Inc.	Message service - 09/13/23-10/10/23	$ 268.90		$ 268.90	4830
Central Pro Services	Weaver - Unit:D2 - reface kitchen cabinets	$ 2,705.05		$ 2,705.05	4831
Chatham Disposal	Monthly garbage fee	$ 1,495.86		$ 1,495.86	4832
City of Summit	Gasoline Usage Charge - 04/01/23-06/30/23	$ 517.97		$ 517.97	4833
Comcast Business	Cable, Telephone & Internet Services from 08/24/23-09/23/23 - Chestnut Community room	$ 295.72		$ 295.72	4834
Comcast Business	Cable, Telephone & Internet Services from 07/20/23-08/19/23 - Main Office	$ 313.70		$ 313.70	4835
Comcast Business	Cable, Telephone & Internet Services from 08/25/23-09/24/23 - Chestnut Office	$ 256.90		$ 256.90	4836
Comcast Business	Cable, Telephone & Internet Services from 09/04/23-10/03/23 - Glenwood	$ 276.22		$ 276.22	4837
Corey Coleman	Displaced tenant - Meal expense re-imbursement	$ 354.78		$ 354.78	4838
William Connelly, LLC	Legal services - September 2023 & Union County application fee - Summit FD Notice Appeal	$ 1,400.00		$ 1,400.00	4839
E & G Exterminators	Exterminator contract fee	$ 1,130.00		$ 1,130.00	4840
Feinstein,Raiss,Kelin,Booker & Goldstein	Legal services for period ending 08/31/23	$ 348.60		$ 348.60	4841
FP Mailing Solutions	Postage Machine rental 08/24/23-11/23/23	$ 98.85		$ 98.85	4842
GB Design Consultants	Design Meeting Fees 05/02/23	$ 975.00		$ 975.00	4843
GB Design Consultants	Design Meeting Fees 06/01/23 & 06/3/23	$ 675.00		$ 675.00	4844
Goksu Construction, LLC	Chestnut - Flooding on 1st floor - A-Wing	$ 14,875.00		$ 14,875.00	4845
HD Supply	Maintenance materials for all sites	$ 88.82		$ 88.82	4846
Jacqueline Grey	Cell phone reimbursement - September 2023	$ 50.00		$ 50.00	4847
JCP&L	Electric services for all sites	$ 7,485.93		$ 7,485.93	4848
JCP&L	Electric services - vacant unit: D2 Weaver	$ 9.71		$ 9.71	4849
William Katchen, LLC	Accountant services - September 2023	$ 2,650.00		$ 2,650.00	4850

COMPANY	DESCRIPTION- 1st Run	PAYABLE	PRE PAID	TO BE PAID	CHECK #
Keith Kinard	Reimbursement for hotel room for displaced tenant 08/31/23-09/07/23 - C. Coleman & HOTMA Training for J. Roundtree	$ 1,448.68		$ 1,448.68	4851
Kryston's Hardware	Maintenance materials for all sites	$ 4,531.91		$ 4,531.91	4852
Mava Landscape Inc.	Lawn service for all three properties	$ 1,543.00		$ 1,543.00	4853
Mayda B. Kuriawa	Reimbursement for Art Room supplies	$ 34.94		$ 34.94	4854
Metro Elevator	Monthly contract - September 2023	$ 350.00		$ 350.00	4855
Metro Elevator	Elevator repair call back - Car#1	$ 1,138.20		$ 1,138.20	4856
Metro Fire & Communications Systems	Fire alarm repair - Ground fault loop 1	$ 480.00		$ 480.00	4857
NTN - National Tenant Network	Background check fee	$ 27.00		$ 27.00	4858
New Jersey American Water	Water services - Chestnut TFS	$ 2,683.73		$ 2,683.73	4859
New Jersey American Water	Water services - DCKFS	$ 242.39		$ 242.39	4860
New Jersey American Water	Water services - Weaver	$ 967.30		$ 967.30	4861
New Jersey American Water	Water services - Glenwood	$ 1,510.26		$ 1,510.26	4862
NJ Advance Media	Star Ledger advertisements	$ 77.40		$ 77.40	4863
Pascale Plumbing & Heating	Glenwood - 5GW Unit: 1-A - sewer line repair	$ 1,880.00		$ 1,880.00	4864
Ramtown Floors by Design	Chestnut - 2nd floor carpet replacement Glenwood - GW1 Unit 1B floor replacement	$ 10,965.30		$ 10,965.30	4865
Safelife Security Corp	Glenwood - Installed new server and sofware	$ 1,595.00		$ 1,595.00	4866
Estate of George Simester	Security deposit from escrow account	$ 777.38		$ 777.38	4867
Stanley Champagne	Reimbursement for maintenance materials	$ 8.51		$ 8.51	4868
Staples	Office supplies for all offices	$ 577.44		$ 577.44	4869
Sue Fieseler	Reimburse for tenant activity expenses	$ 354.45		$ 354.45	4870
Teknikon Group, Inc	Chestnut - heat pumps repair - materials	$ 3,622.00		$ 3,622.00	4871
H. John Williams	Bus transportation - Wind Creek casino 09/23/23	$ 1,375.00		$ 1,375.00	4872
Worrall Community Newspapers	RFP - Website Design	$ 14.40		$ 14.40	4873
Worrall Community Newspapers	Subscription - I year - Local Source	$ 29.00		$ 29.00	4874
Verizon Wireless	Cell phone charges 09/02/23-10/01/23	$ 205.52		$ 205.52	4875
TOTAL		$ 72,710.82		$ 72,710.82	

SUMMIT HOUSING AUTHORITY BILL APPROVAL					
JULY 27, 2023 - SEPTEMBER 27, 2023					
COMPANY	DESCRIPTION- 2nd Run - September	PAYABLE	PRE PAID	TO BE PAID	CHECK #
Comcast	Cable, Telephone & Internet Services from 09/10/23-10/09/23 - MDM2	$ 136.17		$ 136.17	4876
Corey Coleman	Meal re-mbursement - 2 GW Unit: 1A - Displaced Tenant	$ 314.92		$ 314.92	4877
Document Solutions	Copier Contract fee	$ 25.80		$ 235.80	4878
Document Solutions	Copier - overage	$ 99.35		$ 99.35	4879
GenServe	Chestnut - generator service call	$ 760.00		$ 760.00	4880
HD Supply	Maintenance materials for all sites	$ 147.57		$ 147.57	4881
Home Depot Credit Services	Maintenance materials for all sites	$ 743.83		$ 743.83	4882
Jackie Roundtree	Cell phone reimbursement	$ 50.00		$ 50.00	4883
Lacretia Jones	Meal re-imbursement - 2 GW Unite: 2A - Displaced Tenant	$ 248.07		$ 248.07	4884
Magic Touch Construction Co., Inc.	Glenwood 5 - Toilet & sink backup	$ 751.95		$ 751.95	4885
Mc Closkey Mechanical Contractors, Inc	Weaver - Units: B1 & B2 - tub overflow Glenwood - Unit: 2 A-1 - water leak in unit	$ 3,933.00		$ 3,933.00	4886
Morristown Housing Authority	Shared services agreement - September 2023	$ 1,000.00		$ 1,000.00	4887
PSE&G	Gas service - Glenwood & Weaver	$ 1,116.58		$ 1,116.58	4888
PSE&G	Gas service - Weaver - vacant unit: D2	$ 15.54		$ 15.54	4889
PSE&G	Gas service - Weaver - vacant unit: B8	$ 14.55		$ 14.55	4890
Ramtown Floors by Design, Inc.	Chestnut - Units: 207A & 435D	$ 7,494.75		$ 7,594.75	4891
Ready Refresh	Water cooler rental	$ 63.90		$ 63.90	4892
Rutgers University	Training Courses - Jacqueline Gray	$ 615.00		$ 615.00	4893
Safe Life Security Corp.	Glenwood - installed new encoder w/8 channels	$ 2,080.00		$ 2,080.00	4894
Staples	Office supplies for all offices	$ 244.03		$ 244.03	4895
Summit Housing Authority	Escrow Account adjustment	$ 788.13		$ 788.13	4896
Worrall Community Newspapers, Inc.	Public Notice - RFQ - General Construction Svcs	$ 39.60		$ 39.60	4897
TOTAL		$ 20,682.74	$72,710.82	$ 93,393.56	