RESOLUTION

Board Meeting Date
09-25-24

of the
SUMMIT HOUSING AUTHORITY

Date Submitted
9-25-24

RESOLUTION NO. 24-25-9-1

TITLE:

RESOLUTION REQUESTING THE APPROVAL FOR PAYMENT OF INVOICES
For the PERIOD OF AUGUST 28, 2024, THROUGH SEPTEMBER 25, 2024

Factual Contents Certified to by:

Budget Authorization Certified to by:

Commissioner WHIPPLE **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 9-24, in the amount of $ 97801.91 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 ELLIS **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.
Galietti	✓				Walker	✓			
Kendellen	✓				Whipple	✓			
Ellis	✓								
Kane	✓								
Lee	✓								

Hereby Certify that the above Resolution was adopted at a Commissioners Meeting of the Housing Authority on 9-25-24.

Secretary/ Executive Director

SUMMIT HOUSING AUTHORITY BILL APPROVAL					
AUGUST 28, 2024 - SEPTEMBER 25, 2024					
COMPANY	DESCRIPTION- 1st Run	PAYABLE	PRE PAID	TO BE PAID	CHECK #
Accurate Electrical & Mechanical	Electric install - 2 elevator connections	$ 29,725.46		$ 29,725.46	5734
	CHECK #5735 VOIDED				
Trilisa Green	Catering expense - Glenwood BBQ - Back to school	$ 1,120.00		$ 1,120.00	5736
Accurate Electrical & Mechanical	Electric install - HVAC power to elevator room	$ 2,375.00		$ 2,375.00	5737
Advance Communications	Messaging service - 08/14/24-09/10/24	$ 151.75		$ 151.75	5738
Bay Hill Environmental	Glenwood - Lead inspection/safe certificate	$ 7,200.00		$ 7,200.00	5739
Central Pro Services	Weaver - Unit C2 - tub surround & countertop	$ 1,026.16		$ 1,026.16	5740
Chatham Disposal Co.	Garbage monthly fee - 08/01/24-08/31/24	$ 1,495.86		$ 1,495.86	5741
Colline Integrated Security Services	Maintenance materials for all sites	$ 265.05		$ 265.05	5742
Comcast Business	Cable, Telephone & Internet Services from 08/20/24-09/19/24 - Main Office	$ 156.85		$ 156.85	5743
Comcast Business	Cable, Telephone & Internet Services from 08/24/24-09/23/24 - Chestnut Community room	$ 324.91		$ 324.91	5744
Comcast Business	Cable, Telephone & Internet Services from 08/25/24-09/24/24 - Chestnut Office	$ 265.77		$ 265.77	5745
Comcast Business	Cable, Telephone & Internet Services from 09/04/24-10/03/24 - Glenwood	$ 284.42		$ 284.42	5746
William R. Connelly, LLC	Legal services - September 2024	$ 1,300.00		$ 1,300.00	5747
Document Solutions Leasing	Copier lease - September - 2024	$ 239.58		$ 239.58	5748
Door Automation Corp	Chestnut - inner entrance door repair	$ 3,652.59		$ 3,652.59	5749
Door King Inc	Chestnut - door intercom system	$ 53.95		$ 53.95	5750
Dreyer's Lumber & Hardware, Inc.	Maintenance materials for all sites	$ 80.51		$ 80.51	5751
E&G Exterminators, Inc.	Extermination - special services	$ 80.00		$ 80.00	5752
	CHECK # 5753 VOIDED				
Goldstein Kelin LLC	Legal services - August 2024	$ 1,350.10		$ 1,350.10	5754
HD Supply	Maintenance materials for all sites	$ 528.90		$ 528.90	5755
The Home Depot	Maintenance materials for all sites	$ 2,238.40		$ 2,238.40	5756
Jacqueline Gray	Cell phone reimbursement - September - 2024	$ 50.00		$ 50.00	5757
Jacqueline Gray	Reimbursement for expenses - Amex	$ 1,849.93		$ 1,849.93	5758

COMPANY	DESCRIPTION- 1st Run	PAYABLE	PRE PAID	TO BE PAID	
Jackie Roundtree	Reimbursement for expenses	$ 114.66		$ 114.66	5759
JCP&L	Weaver Unit: C2 - vacant unit	$ 20.12		$ 20.12	5760
JCP&L	Weaver Unit: A5 - vacant unit	$ 18.11		$ 18.11	5761
JCP&L	Chestnut - Unit: 101A - vacant unit	$ 36.38		$ 36.38	5762
JCP&L	Chestnut - Unit: 321C - vacant unit	$ 13.27		$ 13.27	5763
JCP&L	Chestnut - Unit: 111B - vacant unit	$ 13.67		$ 13.67	5764
JCP&L	Chestnut - Unit: 313B - vacant unit	$ 14.40		$ 14.40	5765
JCP&L	Chestnut - Unit 134D - vacant unit	$ 24.25		$ 24.25	5766
William Katchen, LLC	Accounting services - September - 2024	$ 2,750.00		$ 2,750.00	5767
Kryston's Hardware	Maintenance materials for all sites	$ 135.62		$ 135.62	5768
Mava Landscape, Inc.	Monthly landscape services for all sites	$ 1,620.00		$ 1,620.00	5769
Mayda B. Kuriawa	Replenish petty cash	$ 394.50		$ 394.50	5770
Metropolitan Life Insurance	Employee life policies	$ 44.08		$ 44.08	5771
NJ Advance Media	Advertising for Assistant Director/Property Manager	$ 557.00		$ 557.00	5772
New Jersey American Water	Water services DCKFS - 08/01/24-08/30/24	$ 251.88		$ 251.88	5773
New Jersey American Water	Water services Chestnut TFS - 07/02/24-07/31/24	$ 3,218.55		$ 3,218.55	5774
New Jersey American Water	Water services Weaver - 08/01/24-08/30/24	$ 2,119.20		$ 2,119.20	5775
New Jersey American Water	Water services Glenwood - 07/31/24-08/26/24	$ 1,786.61		$ 1,786.61	5776
New Jersey American Water	Water services Glenwood - 07/31/24-08/26/24	$ 188.39		$ 188.39	5777
National Tenant Network	Tenant Reporting	$ 54.00		$ 54.00	5778
Novogradac	Audit 2023 service charge	$ 10,925.00		$ 10,925.00	5779
Pascale Plumbing & Heating	Weaver - Unit:B2 - cleared and replaced sink Glenwood - cleaned 5 burner boxes in 5 boilers	$ 4,012.00		$ 4,012.00	5780
PC Problems, LLC	Repaired drum unit in main office	$ 329.90		$ 329.90	5781
PSE&G	Weaver - Unit: D5 - vacant unit	$ 25.47		$ 25.47	5782
PSE&G	Weaver - Unit: C2 - vacant unit	$ 7.59		$ 7.59	5783
Ramtown Floors by Design, Inc.	Weaver - Unit: 2C - new floor	$ 5,098.50		$ 5,098.50	5784
Rashan Womack	Reimbursement for expenses	$ 16.81		$ 16.81	5785
Sebco Laundry Systems, Inc	Chestnut - 5th flr washer repair	$ 190.00		$ 190.00	5786
The Sherwin Williams Co.	Maintenance materials for all sites	$ 1,337.63		$ 1,337.63	5787
Slade Industries	Elevator Maintenance - September 2024	$ 515.00		$ 515.00	5788
Slade Industries	Elevator service call - elevator shut down	$ 702.00		$ 702.00	5789

COMPANY	DESCRIPTION- 1st Run	PAYABLE	PRE PAID	TO BE PAID	CHECK #
State of NJ	Quarterly report balance due	$ 80.17		$ 80.17	5790
Vda - Elevator & Escalator Consulting	Consulting fee through 09/30/24	$ 1,200.00		$ 1,200.00	5791
Verizon	Camera/elevator lines for period 08/17/24-09/16/24	$ 294.86		$ 294.86	5792
Verizon	Phone & Fax lines for period 08/17/24-09/16/24	$ 67.73		$ 67.73	5793
Verizon Wireless	Cell phone charges - 09/02/24-09/01/24	$ 205.80		$ 205.80	5794
Worrall Community Newspapers, Inc.	Public Notice - Zoom Meeting - 9/9/24	$ 11.25		$ 11.25	5795
	CHECK # 5796 VOIDED				5796
Genserve, LLC	Service call - elevator inspection	$ 1,125.00		$ 1,125.00	5797
TOTAL		$ 95,334.59		$ 95,334.59	

SUMMIT HOUSING AUTHORITY BILL APPROVAL					
AUGUST 28, 2024 - SEPTEMBER 25, 2024					
COMPANY	DESCRIPTION- 2nd Run	PAYABLE	PRE PAID	TO BE PAID	CHECK #
Comcast Business	Cable, Telephone & Internet Services from 08/20/24-09/19/24 - Chestnut - MDM2	$ 139.37		$ 139.37	5798
Document Solutions Leasing	Copier - copies overage	$ 210.24		$ 210.24	5799
Jackie Roundtree	Reimbursement for expenses- mileage	$ 184.72		$ 184.72	5800
E&G Exterminators, Inc.	Special Service - 09/17/24	$ 60.00		$ 60.00	5801
P.C. Richards	Appliances - 2 electric stoves/delivery	$ 1,619.94		$ 1,619.94	5802
Ready Refresh	Water cooler monthly fee	$ 40.47		$ 40.47	5803
PSE&G	Chestnut - gas charge - 08/07/24-09/05/24	$ 212.58		$ 212.58	5804
TOTAL		$ 2,467.32	$95,334.59	$ 97,801.91	