RESOLUTION

of the

SUMMIT HOUSING AUTHORITY

Board Meeting Date
01-24-24

Date Submitted
1-24-24

RESOLUTION NO. 24-24-1-1

TITLE:

RESOLUTION REQUESTING THE APPROVAL FOR PAYMENT OF INVOICES
For DECEMBER 21, 2023, THROUGH JANUARY 24, 2024

Factual Contents Certified to by: Keith Kid

Budget Authorization Certified to by: Keith Kid

Commissioner WALKER **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 01-24 in the amount of $144,925.26 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 WHIPPLE **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.
Eliot	✓				Lee	✓			
Ellis	✓				Walker	✓			
Galietti	✓				Whipple Jr.	✓			
Kendellen	✓								

I Hereby Certify that the above Resolution was adopted at a Commissioners Meeting of the Housing Authority on 1-24-24.

Keith Kinard
Secretary/ Executive Director

SUMMIT HOUSING AUTHORITY BILL APPROVAL					
DECEMBER 21, 2023 - JANUARY 24, 2023					
COMPANY	DESCRIPTION- 1st Run - DECEMBER	PAYABLE	PRE PAID	TO BE PAID	CHECK #
Advanced Communication Inc	Message service - 01/03/24-01/30/24	$ 208.50		$ 208.50	5106
AVS Technology	Chestnut - repaired D-Wing door - not locking	$ 135.00		$ 135.00	5107
Barco Products	Balance due	$ 0.10		$ 0.10	5108
Central Pro Services	Chestnut - Unit:405B - tub/surround and countertop Glenwood - 1 GW Unit 3B - kitchen cabinets repair 3GW Unit 1A - tub/surround	$ 2,896.41		$ 2,896.41	5109
Chatham Disposal	Monthly garbage fee - 12/01/23-12/31/23	$ 1,495.86		$ 1,495.86	5110
Colline Integrated Security Services	Maintenance materials for all sites	$ 918.99		$ 918.99	5111
Comcast Business	Cable, Telephone & Internet Services from 12/20/23-01/19/24 - Main Office	$ 156.85		$ 156.85	5112
Comcast Business	Cable, Telephone & Internet Services from 12/14/23-01/23/24 - Chestnut Community room	$ 324.73		$ 324.73	5113
Comcast Business	Cable, Telephone & Internet Services from 12/25/23-01/24/24 - Chestnut Office	$ 522.93		$ 522.93	5114
Comcast Business	Cable, Telephone & Internet Services from 12/10/23-01/09/24 - Community Rm2 - Cafe	$ 136.17		$ 136.17	5115
Comcast Business	Cable, Telephone & Internet Services from 12/17/23-01/16/24 - Community Rm2 - Cafe	$ 162.50		$ 162.50	5116
Document Solutions	Copier Lease - 12/1/23-12/31/23	$ 246.76		$ 246.76	5117
Document Solutions	Copier - overages	$ 195.18		$ 195.18	5118
Door King Inc	Monthly Intercom service fee - 11/17/23-12/16/23	$ 53.95		$ 53.95	5119
E & G Exterminators	Exterminator contract fee - December 2023	$ 1,130.00		$ 1,130.00	5120
E & G Exterminators	Treatment call	$ 120.00		$ 120.00	5121
Feinstein,Raiss,Kelin,Booker & Goldstein	Legal Fees - period ending 11/30/23	$ 632.80		$ 632.80	5122
Hanover Supply Co.	Maintenance materials for all sites	$ 1,025.15		$ 1,025.15	5123
HD Supply	Maintenance materials for all sites	$ 1,386.76		$ 1,386.76	5124
Home Depot Credit Services	Maintenance materials for all sites	$ 2,089.65		$ 2,089.65	5125
Jacqueline Grey	Cell phone reimbursement - January 2024	$ 50.00		$ 50.00	5126

COMPANY	DESCRIPTION- 1st Run - DECEMBER	PAYABLE	PRE PAID	TO BE PAID	CHECK #
Jacqueline Grey	Employee Benefit - reimburse for glasses	$ 350.00		$ 350.00	5127
Jacqueline Grey	Reimbursement for expenses	$ 251.73		$ 251.73	5128
Jackie Roundtree	Cell phone reimbursement - January 2023	$ 50.00		$ 50.00	5129
Jeffrey Latimore	Reimbursement for work boots	$ 198.00		$ 198.00	5130
William Katchen, LLC	Accounting services - January 2023	$ 2,750.00		$ 2,750.00	5131
Keith Kinard	Reimbursement for Glenwood table & chairs	$ 1,301.81		$ 1,301.81	5132
Mayda Kuriawa	Reimbursement for expenses	$ 123.07		$ 123.07	5133
Metropolitan Life Insurance	Employee Benefit - life insurance	$ 10.72		$ 10.72	5134
Morristown Housing Authority	Shared agreement - January 2024	$ 1,000.00		$ 1,000.00	5135
NJAHRA	Annual Membership Fee	$ 175.00		$ 175.00	5136
New Jersey American Water	Water services - DCKFS - 12/01/23-12/29/23	$ 242.39		$ 242.39	5137
New Jersey American Water	Water services - Weaver - 12/01/23-12/29/23	$ 987.25		$ 987.25	5138
New Jersey American Water	Water services - Chestnut TFS - 12/01/23-12/29/23	$ 2,800.01		$ 2,800.01	5139
New Jersey American Water	Water services - Glenwood - 11/30/23-12/28/23	$ 1,468.90		$ 1,468.90	5140
NTN - National Tenant Network	Tenant background fees	$ 222.00		$ 222.00	5141
Pascale Plumbing & Heating	Glenwood - 3GW Unit 3C - heat valve repair	$ 420.00		$ 420.00	5142
PC Problems, LLC	Security subscription - 1 year	$ 2,492.70		$ 2,492.70	5143
New Jersey Public Housing Authority JIF	First installment - JIF Liability coverage	$ 66,410.50		$ 66,410.50	5144
PSE&G	Gas charge for all properties	$ 9,404.14		$ 9,404.14	5145
Ramtown Floors by Design, Inc.	Glenwood - Community Room Chestnut - 405A	$ 12,372.50		$ 12,372.50	5146
Rashan Womack	Reimbursement for expenses	$ 70.69		$ 70.69	5147
Sebco Laundry Systems, Inc.	Glenwood - W2, W4 & D2 - repaired	$ 1,062.34		$ 1,062.34	5148
Stanley Champagne	Reimbursement for work boots	$ 196.00		$ 196.00	5149
Staples	Supplies for all offices	$ 434.48		$ 434.48	5150
Teknikon Group, Inc	Chestnut - repaired 4 heat pumps	$ 1,830.00		$ 1,830.00	5151
Verizon	Phone & fax for period - 12/17/23-01/16/24	$ 42.48		$ 42.48	5152
Verizon	Camera lines for period - 12/17/23-01/16/24	$ 42.48		$ 42.48	5153
Worrall Community Newspapers	Legal Notices - RFP - Auditing Svc/2024 Mtg Dates	$ 62.10		$ 62.10	5154
TOTAL		$ 120,659.58		$ 120,659.58	

SUMMIT HOUSING AUTHORITY BILL APPROVAL					
DECEMBER 21, 2023 - JANUARY 24, 2023					
COMPANY	**DESCRIPTION- 2nd Run - DECEMBER**	**PAYABLE**	**PRE PAID**	**TO BE PAID**	**CHECK #**
Chatham Lawnmower Service, Inc	Snowblower repair	$ 622.90		$ 622.90	5155
Comcast Business	Cable, Telephone & Internet Services from 01/10/24-02/09/24 - MDM2	$ 275.54		$ 275.54	5156
Comcast Business	Cable, Telephone & Internet Services from 01/04/24-02/03/24 - Glenwood	$ 284.42		$ 284.42	5157
William R. Connelly, LLC	Legal services - January 2024	$ 1,300.00		$ 1,300.00	5158
Document Solutions	Copier Lease	$ 251.56		$ 251.56	5159
Document Solutions	Copier - overages	$ 195.18		$ 195.18	5160
E & G Exterminators	Treatment calls	$ 50.00		$ 50.00	5161
Feinstein,Raiss,Kelin,Booker & Goldstein	Legal Fees - period ending 12/31/23	$ 996.80		$ 996.80	5162
GenServe, LLC	Chestnut - Generator service call	$ 367.75		$ 367.75	5163
HD Supply	Maintenance materials for all sites	$ 72.60		$ 72.60	5164
FDR Hitches	Service snowplow installation on SHA trucks	$ 685.98		$ 685.98	5165
JCP&L	Electric services for all properties	$ 14,541.19		$ 14,541.19	5166
Magic Touch Construction Co., Inc	Glenwood (3 Unit 2C) - no heat & Weaver (Unit B7) - kitchen sink backup	$ 1,816.40		$ 1,816.40	5167
Metro Elevator	Monthly MaintenanceContract - January 2024	$ 350.00		$ 350.00	5168
NAHRO	Membership - 04/01/24-03/31/25	$ 312.00		$ 312.00	5169
Rashan Womack	Reimbursement for expenses	$ 180.68		$ 180.68	5170
Ready Refresh - Nestle	Water cooler charges - main office	$ 110.69		$ 110.69	5171
Ready Refresh - Nestle	Water cooler charges - social services office	$ 19.17		$ 19.17	5172
Staples	Supplies for all offices	$ 102.38		$ 102.38	5173
Summit Electrical	Maintenance materials for all sites	$ 203.80		$ 203.80	5174
Teknikon Group, Inc	Chestnut - repaired 2 heat pumps	$ 1,321.00		$ 1,321.00	5175
Verizon Wireless	Cell phone charges - 01/02/24-02/01/24	$ 205.64		$ 205.64	5176
TOTAL		$ 24,265.68	$120,659.58	$ 144,925.26	