RESOLUTION

Board Meeting Date
02-28-24

of the
SUMMIT HOUSING AUTHORITY

Date Submitted 2-28-24

RESOLUTION NO. 24-28-2-1

TITLE:

RESOLUTION REQUESTING THE APPROVAL FOR PAYMENT OF INVOICES For JANUARY 25, 2024, THROUGH FEBRUARY 28, 2024

Factual Contents Certified to by: Jacquelin Gray
Budget Authorization Certified to by: Jacquelin Gray

Commissioner KENDELLEN **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 02-28 in the amount of $116,796.39 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.
Eliot	X				Lee	X			
Ellis	X				Walker				X
Galietti	X				Whipple Jr.	X			
Kendellen	X								

I Hereby Certify that the above Resolution was adopted at a Commissioners Meeting of the Housing Authority on 2-28-24.

Jacquelin Gray
Secretary/ Interim Executive Director

SUMMIT HOUSING AUTHORITY BILL APPROVAL					
JANUARY 25, 2024 - FEBRUARY 28, 2024					
COMPANY	DESCRIPTION- 1st Run	PAYABLE	PRE PAID	TO BE PAID	CHECK #
	CHECK # 5177 - VOID				5177
ABL Appliance Brokers LTD	Appliances - 3 refrigerators& 3 electric stoves	$ 4,280.00		$ 4,280.00	5178
Advanced Communication Inc	Message service - 02/01/24-02/28/24	$ 162.60		$ 162.60	5179
Aramark	Maintnance uniforms	$ 108.87		$ 108.87	5180
Chatham Lawnmower Service, Inc.	Snowblower repairs	$ 911.04		$ 911.04	5181
Comcast Business	Cable, Telephone & Internet Services from 01/20/24-02/19/24 - Main Office	$ 156.85		$ 156.85	5182
Comcast Business	Cable, Telephone & Internet Services from 01/24/24-02/23/24 - Chestnut Community room	$ 324.73		$ 324.73	5183
Comcast Business	Cable, Telephone & Internet Services from 01/25/24-02/24/24 - Chestnut Office	$ 8.19		$ 8.19	5184
Comcast Business	Cable, Telephone & Internet Services from 01/17/244-02/16/24 - Community Rm2 - Cafe	$ 345.81		$ 345.81	5185
Comcast Business	Cable, Telephone & Internet Services from 01/19/24-02/18/24 - Weaver	$ 284.42		$ 284.42	5186
William R. Connelly, LLC	Legal services - February 2024	$ 1,300.00		$ 1,300.00	5187
Door King Inc	Monthly Intercom service fee - 12/17/23-01/16/24	$ 107.90		$ 107.90	5188
FDR Hitches	Truck plows serviced	$ 284.93		$ 284.93	5189
E & G Exterminators	Exterminator contract fee - January 2023	$ 1,130.00		$ 1,130.00	5190
HD Supply	Maintenance materials for all sites	$ 398.60		$ 398.60	5191
Jacqueline Grey	Cell phone reimbursement - February 2024	$ 50.00		$ 50.00	5192
Jacqueline Grey	Reimbursement for expenses	$ 1,077.12		$ 1,077.12	5193
Jackie Roundtree	Cell phone reimbursement - February 2024	$ 50.00		$ 50.00	5194
Jackie Roundtree	Reimbursment for expenses	$ 71.79		$ 71.79	5195
JAD Corp of America	Rodent repellent trach bags	$ 95.24		$ 95.24	5196
J. Morano Contracting, LLC	Chestnut Community Room flooring	$ 13,500.00		$ 13,500.00	5197
William Katchen, LLC	Accounting services - February 2024	$ 2,750.00		$ 2,750.00	5198
Kryston's Hardware	Maintenance materials for all sites	$ 2,579.29		$ 2,579.29	5199

COMPANY	DESCRIPTION- 1st Run	PAYABLE	PRE PAID	TO BE PAID	CHECK #
Lowe's Pro Supply	Rock salt and calcium chloride pellets for all properties	$ 3,286.00		$ 3,286.00	5200
Magic Touch Construction Co, Inc.	Chestnut & Glenwood plumbing services	$ 3,406.95		$ 3,406.95	5201
Mayda Kuriawa	Reimbursement for expenses	$ 15.95		$ 15.95	5202
Metro Elevator	Monthly Maintenance Contract - February 2024	$ 350.00		$ 350.00	5203
Metro Elevator	Elevator repair - 01/22/24	$ 2,200.00		$ 2,200.00	5204
Metro Fire Communications Systems	Chestnut & Weaver - Contract inspection service	$ 778.36		$ 778.36	5205
New Jersey American Water	Water services - DCKFS - 12/30/23-01/31/24	$ 493.29		$ 493.29	5206
New Jersey American Water	Water services - Weaver - 12/30/23-01/31/24	$ 1,087.76		$ 1,087.76	5207
New Jersey American Water	Water services - Chestnut TFS - 12/01/23-01/31/24	$ 3,303.85		$ 3,303.85	5208
New Jersey American Water	Water services - Glenwood - 12/29/23-01/30/24	$ 1,813.24		$ 1,813.24	5209
NTN - National Tenant Network	Tenant background fees	$ 54.00		$ 54.00	5210
PC Problems, LLC	Service call - main office	$ 209.95		$ 209.95	5211
PSE&G	Glenwood & Weaver - gas charge	$ 7,205.88		$ 7,205.88	5212
PSE&G	Chestnut - gas charge	$ 3,210.42		$ 3,210.42	5213
PSE&G	Weaver Unit: D2 - vacancy	$ 164.27		$ 164.27	5214
Rutgers - Center for Government Services	Commissioner class fees	$ 790.00		$ 790.00	5215
Sage	Sage 50 Annual subscription 03/06/24-03/05/24	$ 1,628.00		$ 1,628.00	5216
State of New Jersey	Chestnut - elevator inspection fee	$ 592.00		$ 592.00	5217
Staples	Supplies for all offices	$ 136.79		$ 136.79	5218
Summit Electrical	Maintenance materials for all sites	$ 550.00		$ 550.00	5219
Teknikon Group, Inc	Chestnut - heat pump repairs	$ 6,617.00		$ 6,617.00	5220
Teknikon Group, Inc	Preventive Maintenance Service	$ 1,270.00		$ 1,270.00	5221
Uline	Maintenance materials for all sites	$ 159.58		$ 159.58	5222
Verizon	Phone & fax for period - 01/17/24-02/16/24	$ 42.49		$ 42.49	5223
Verizon	Camera lines for period - 01/17/24-02/16/24	$ 42.49		$ 42.49	5224
TOTAL		$ 69,385.65		$ 69,385.65	

SUMMIT HOUSING AUTHORITY BILL APPROVAL					
JANUARY 25, 2024 - FEBRUARY 28, 2024					
COMPANY	**DESCRIPTION- 2nd Run**	**PAYABLE**	**PRE PAID**	**TO BE PAID**	**CHECK #**
Chatham Disposal Co.	Monthly garbage fee - January 2024	$ 1,495.86		$ 1,485.86	5225
Chatham Lawnmower Service, Inc	Snowblower repair	$ 583.34		$ 583.34	5226
Comcast Business	Cable, Telephone & Internet Services from 02/10/24-03/09/24 - MDM2	$ 3.20		$ 3.20	5227
Comcast Business	Cable, Telephone & Internet Services from 02/17/24-03/16/24 - RM Community2 - Café	$ 366.62		$ 366.62	5228
Comcast Business	Cable, Telephone & Internet Services from 02/04/24-03/03/24 - Glenwood	$ 284.42		$ 284.42	5229
William R. Connelly, LLC	Legal services - correspondence	$ 32.80		$ 32.80	5230
Document Solutions	Copier Lease	$ 239.58		$ 239.58	5231
E & G Exterminators	Treatment calls	$ 50.00		$ 50.00	5232
Feinstein,Raiss,Kelin,Booker & Goldstein	Legal Fees - period ending 01/31/24	$ 79.50		$ 79.50	5233
FP Mailing Solutions	Postage meter rental - 02/04/24-05/03/24	$ 125.04		$ 125.04	5234
Hanover Supply Co.	Maintenance materials for all sites	$ 131.46		$ 131.46	5235
James A. Burke Electrical Contractors LLC	Electrical services - Chestnut and main office	$ 650.00		$ 650.00	5236
Mayda B. Kuriawa	Reimbursement for expenses	$ 45.50		$ 45.50	5237
Jacqueline Gray	Reimbursement for expenses	$ 538.72		$ 538.72	5238
JCP&L	Electric services for all properties	$ 16,085.45		$ 16,085.45	5239
JCP&L	Electric services - Chestnut - vacant apt - 221C	$ 36.25		$ 36.25	5240
JCP&L	Electric services - Chestnut - vacant apt - 405A	$ 414.23		$ 414.23	5241
Mava Landscape Inc.	Lawn service - November & December 2023	$ 3,166.00		$ 3,166.00	5242
MS&B	Professional services - RAD Development	$ 1,062.00		$ 1,062.00	5243
PSE&G	Gas service - Glenwood & Weaver	$ 7,416.34		$ 7,416.34	5244
PSE&G	Gas services - Chestnut	$ 2,866.50		$ 2,866.50	5245
PSE&G	Gas services - Weaver - vacant apt - D2	$ 414.23		$ 414.23	5246
Rashan Womack	Reimbursement for expenses	$ 153.75		$ 153.75	5247
Ramtown Floors by Design	Replace check # 5079 - 12/15/23	$ 7,575.50		$ 7,575.50	5248
Ready Refresh - Nestle	Water cooler charges - main office	$ 4.69		$ 4.69	5249

COMPANY	DESCRIPTION- 2nd Run	PAYABLE	PRE PAID	TO BE PAID	CHECK #
Safe Life Security Corp.	Closed circuit TV service contract	$ 294.00		$ 294.00	5250
Staples	Supplies for all offices	$ 257.76		$ 257.76	5251
State Treasurer	QPA Certification fee- J. Gray	$ 25.00		$ 25.00	5252
Target Fire Protection	Chestnut - installed handle on 1st flr stairwell hose valve	$ 312.50		$ 312.50	5253
Teknikon Group, Inc	Chestnut - replace defective exhaust fan #4	$ 2,240.00		$ 2,240.00	5254
Uline	Maintenance materials for all sites	$ 159.88		$ 159.88	5255
Verizon Wireless	Cell phone charges - 02/02/24-03/01/24	$ 205.64		$ 205.64	5256
Verizon	Phone & fax for period - 02/17/24-03/16/24	$ 47.49		$ 47.49	5257
Verizon	Camera lines for period - 02/17/24-03/16/24	$ 47.49		$ 47.49	5258
TOTAL		$ 47,410.74	$69,385.65	$ 116,796.39	