RESOLUTION

Board Meeting Date
04-24-24

of the
SUMMIT HOUSING AUTHORITY

Date Submitted
4-24-24

RESOLUTION NO. 24-24-4-1

TITLE:

RESOLUTION REQUESTING THE APPROVAL FOR PAYMENT OF INVOICES
For MARCH 28, 2024, THROUGH APRIL 24, 2024

Factual Contents Certified to by: J. Gray

Budget Authorization Certified to by: J. Gray

Commissioner ELLIS **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 04-27 in the amount of $71,776.97 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	✓			
Galletti	✓				Whipple Jr.	✓			
Kendellen	✓								

I Hereby Certify that the above Resolution was adopted at a Commissioners Meeting of the Housing Authority on 4-24-24.

Jacqueline Gray
Secretary/ Interim Executive Director

SUMMIT HOUSING AUTHORITY BILL APPROVAL					
MARCH 28, 2024 - APRIL 24, 2024					
COMPANY	DESCRIPTION- 1st Run	PAYABLE	PRE PAID	TO BE PAID	CHECK #
ABL Appliance Brokers LTD	Glenwood/Weaver - 1 gas stove - storage	$ 500.00		$ 500.00	5324
Accurate Electrical & Mechanical	Chestnut - Install camera outlets	$ 1,625.00		$ 1,625.00	5325
Advanced Communication Inc	Message service - 03/27/24-04/23/24 & Easter	$ 173.20		$ 173.20	5326
Document Solutions	Copier lease agreement- 04/01/24-04/30/24	$ 239.58		$ 239.58	5327
Document Solutions	Office copier - overage	$ 125.40		$ 125.40	5328
E&G Exterminators, Inc	Service call	$ 80.00		$ 80.00	5329
Chatham Disposal Co.	Monthly garbage removal - 03/01/24-03/31/24	$ 1,495.86		$ 1,495.86	5330
	CHECK# 5331 - VOID				
City of Summit	Gasoline Usage - 10/01/23-11/30/23	$ 413.63		$ 413.63	5332
Comaire Distributors, Inc.	Chestnut - Heat pump	$ 2,061.00		$ 2,061.00	5333
Comcast Business	Cable, Telephone & Internet Services from 03/20/24-04/19/24 - Main Office	$ 156.85		$ 156.85	5334
Comcast Business	Cable, Telephone & Internet Services from 03/24/24-04/23/24 - Chestnut Community room	$ 324.73		$ 324.73	5335
Comcast Business	Cable, Telephone & Internet Services from 03/25/24-04/24/24 - Chestnut Office	$ 265.55		$ 265.55	5336
Comcast Business	Cable, Telephone & Internet Services from 04/04/24-05/03/24 - Glenwood	$ 284.42		$ 284.42	5337
Comcast Business	Cable, Telephone & Internet Services from 03/19/24-04/18/24 - Weaver	$ 284.42		$ 284.42	5338
	CHECK #5339 - VOID				
	CHECK #5340 - VOID				
	CHECK #5341 - VOID				
William R. Connelly, LLC	Legal services - April 2024	$ 1,300.00		$ 1,300.00	5342
Cheryl Dagner	Reimbursement for expenses - Pasta Potluck	$ 152.71		$ 152.71	5343
E&G Extermonators, Inc.	Extermmnation service contract - March 2024	$ 1,130.00		$ 1,130.00	5344
Goldstein Kelin LLC	Legal Fees - tenant accounts to be charged	$ 2,999.50		$ 2,999.50	5345
Grainger	Maintenance materials for all sites	$ 11.97		$ 11.97	5346

COMPANY	DESCRIPTION- 1st Run	PAYABLE	PRE PAID	TO BE PAID	CHECK #
Home Depot	Maintenance materials for all sites	$ 1,545.59		$ 1,545.59	5347
Jacqueline Grey	Cell phone reimbursement - April 2024	$ 50.00		$ 50.00	5348
Jacqueline Grey	Reimbursement for staff lunch	$ 63.44		$ 63.44	5349
Jackie Roundtree	Cell phone reimbursement - April 2024	$ 50.00		$ 50.00	5350
JAD Building Maintenance Supplies	Rodent repellent trash bags	$ 183.00		$ 183.00	5351
JCP&L	Electric services for all properties	$ 15,522.03		$ 15,522.03	5352
JCP&L	Chestnut vacancy - Unit:405A	$ 44.81		$ 44.81	5353
JCP&L	Chestnut vacancy - Unit:221C	$ 81.82		$ 81.82	5354
JCP&L	Weaver - vacancy - Unit: D5	$ 5.07		$ 5.07	5355
JCP&L	Weaver - vacancy - Unit: D2	$ 9.85		$ 9.85	5356
William Katchen, LLC	Accounting services - April 2024	$ 2,750.00		$ 2,750.00	5357
Kryston's Hardware	Maintenance materials for all sites	$ 1,960.61		$ 1,960.61	5358
MARC NAHRO	Annual Membership Dues - 2024	$ 150.00		$ 150.00	5359
Mava Landscape, Inc.	Landscape services - Spring Clean up	$ 1,450.00		$ 1,450.00	5360
Metropolitan Life Insurance	Employee life insurance policy	$ 10.72		$ 10.72	5361
Metro Fire & Communications Systems	Chestnut - services call - fire alarm panel repair	$ 511.80		$ 511.80	5362
New Jersey American Water	Water services - Weaver - 03/02/24-04/02/24	$ 1,026.15		$ 1,026.15	5363
New Jersey American Water	Water services - Glenwood - 03/01/24-04/01/24	$ 1,664.17		$ 1,664.17	5364
New Jersey American Water	Water services DCKFS - 03/02/24-04/02/24	$ 242.58		$ 242.58	5365
New Jersey American Water	Water services TFS - 03/02/24-04/02/24	$ 3,371.16		$ 3,371.16	5366
National Tenant Network	Comprehensive Tenant Reporting	$ 90.00		$ 90.00	5367
Pascale Plumbing & Heating	Glenwood - Unit:3-3C - cleared drain in bathtub Unit:3-1C - cleared kitchen sink Weaver - Unit:C2 - clog from massive amount of baby wipes - charged to tenant.	$ 1,482.50		$ 1,482.50	5368
PC Problems. LLC	Quaterly Service Agreement	$ 2,313.00		$ 2,313.00	5369
Pryor Learning Solutions	Jackie Roundtree - 12-month PryorPlus Renewal	$ 299.00		$ 299.00	5370
Pryor Learning Solutions	Mayda B. Kuriawa - Training course	$ 199.00		$ 199.00	5371
PSE&G	Glenwood & Weaver - gas services	$ 6,648.97		$ 6,648.97	5372
Rutgers University	Commisssioner courses - P. Eliot	$ 380.00		$ 380.00	5373
Sebco Laundry Systems	Washer/dryer repairs	$ 1,978.89		$ 1,978.89	5374

COMPANY	DESCRIPTION- 1st Run	PAYABLE	PRE PAID	TO BE PAID	CHECK #
Staples	Office supplies - main office & social worker office	$ 172.96		$ 172.96	5375
Teknikon Group, Inc	Chestnut - heat pump repairs	$ 488.00		$ 488.00	5376
Verizon	Camera lines for period 03/17/24-04/16/24	$ 42.49		$ 42.49	5377
Verizon	Phone & Fax lines for period 03/17/24-04/16/24	$ 42.49		$ 42.49	5378
Checkmark Industrial	Glenwood/Com Room - asbestos abatement	$ 800.00		$ 800.00	5379
TOTAL		$ 59,253.92		$ 59,253.92	

SUMMIT HOUSING AUTHORITY BILL APPROVAL					
MARCH 28, 2024 - APRIL 24, 2024					
COMPANY	DESCRIPTION- 2nd Run	PAYABLE	PRE PAID	TO BE PAID	CHECK #
City of Summit	Gasoline Usage 12/1/23 - 3/31/24	$ 854.64		$ 854.64	5380
Comcast Business	Cable, Telephone & Internet Services from 04/10/24-05/09/24 - MDM2	$ 139.37		$ 139.37	5381
DoorKing, Ing	Chestnut - Intercom monthly service fee	$ 53.95		$ 53.95	5382
E&G Exterminators, Inc.	Monthly Extermination Contract	$ 1,130.00		$ 1,130.00	5383
GenServe LLC	Service call for generator	$ 367.75		$ 367.75	5384
Hanover Supply Co	Maintenance materials for all sites	$ 257.60		$ 257.60	5385
Jacqueline Gray	Reimbursement for expenses	$ 1,007.10		$ 1,007.10	5386
Metropolitan Life Insurance Company	Employee Life Insurance policy	$ 10.72		$ 10.72	5387
Metro Fire & Communications Systems	Chestnut - Emergency panel testing	$ 268.70		$ 268.70	5388
Ready Refresh	Water cooler charge - Main Office & SS office	$ 95.76		$ 95.76	5389
PSE&G	Weaver - vacant apartment - D5	$ 35.70		$ 35.70	5390
PSE&G	Chestnut - gas service	$ 4,231.76		$ 4,231.76	5391
Right Team Construction, LLC	Glenwood - roof repair	$ 2,800.00		$ 2,800.00	5392
Teknikon Group, Inc	Preventive Maintenance Service	$ 1,270.00		$ 1,270.00	5393
TOTAL		$ 12,523.05	$59,253.92	$ 71,776.97	