

Board Meeting Date
02-26-25

RESOLUTION

of the
SUMMIT HOUSING AUTHORITY

Date Submitted
2-26-25

RESOLUTION NO. 25-26-2-1

TITLE:

RESOLUTION REQUESTING THE APPROVAL FOR PAYMENT OF INVOICES
For the JANUARY 23, 2025, THROUGH FEBRUARY 26, 2025

Factual Contents Certified to by: [Signature]
Budget Authorization Certified
to by: [Signature]

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 02-25, in the amount of \$ 93,727.32 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.
Kendallen	✓				Lee	✓			
Whipple	✓				Walker	✓			
Fortune	✓								
Gallietti	✓								
Kane	✓								

Hereby Certify that the above Resolution was adopted at a Commissioners Meeting of the Housing Authority on
2-26-25.

[Signature]
Secretary/ Executive Director

SUMMIT HOUSING AUTHORITY BILL APPROVAL					
JANUARY 23, 2025 - FEBRUARY 26, 2025					
COMPANY	DESCRIPTION- 1st Run	PAYABLE	PRE PAID	TO BE PAID	CHECK #
Action Termite & Pest Control	Bed Bug Sweep at all locations	\$ 2,400.00		\$ 2,400.00	6087
Advance Communications	Message Service - 01/01/25-01/28/25	\$ 184.03		\$ 184.03	6088
Chatham Disposal	Garbage removal for all sites - 01/01/25-01/31/25	\$ 1,602.86		\$ 1,602.86	6089
Chatham Lawnmower Service, Inc.	Maintenance materials for all sites	\$ 31.42		\$ 31.42	6090
Colline Integrated Security Services	Maintenance materials for all sites	\$ 39.55		\$ 39.55	6091
Comcast Business	Cable, Telephone & Internet Services from 01/20/25-02/19/25 - Main Office	\$ 156.85		\$ 156.85	6192
Comcast Business	Cable, Telephone & Internet Services from 01/24/25-02/23/25 - Chestnut Community room	\$ 354.95		\$ 354.95	6093
Comcast Business	Cable, Telephone & Internet Services from 01/25/25-02/24/25 - Chestnut Office	\$ 277.09		\$ 277.09	6094
Comcast Business	Cable, Telephone & Internet Services from 01/17/25-02/16/25 - Chestnut Cafe	\$ 211.40		\$ 211.40	6095
Comcast Business	Cable, Telephone & Internet Services from 12/19/24-01/18/25 - MDM2	\$ 150.45		\$ 150.45	6096
Comcast Business	Cable, Telephone & Internet Services from 02/04/25-03/03/25 - Glenwood	\$ 290.50		\$ 290.50	6097
William Connelly, LLC	Legal Services - February 2025	\$ 1,300.00		\$ 1,300.00	6098
Door King Inc	Chestnut - interco service fee - 12/17/24-01/16/25	\$ 53.95		\$ 53.95	6099
E&G Exterminators, Inc.	Monthly exterminator fee - January 2025	\$ 1,130.00		\$ 1,130.00	6100
E&G Exterminators, Inc.	Special treatments	\$ 470.00		\$ 470.00	6101
HD Supply	Maintenance materials for all sites	\$ 2,242.85		\$ 2,242.85	6102
Home Depot Credit Services	Maintenance materials for all sites	\$ 623.81		\$ 623.81	6103
Jacqueline Gray	Reimbursement for cell phone - February 2025	\$ 50.00		\$ 50.00	6104
Jacqueline Gray	Reimbursement for expenses	\$ 1,102.38		\$ 1,102.38	6105
Jackie Roundtree	Reimbursement for cell phone - February 2025	\$ 50.00		\$ 50.00	6106
Jackie Roundtree	Reimbursement for expenses - training course	\$ 195.00		\$ 195.00	6107
JAD Building Maintenance Supplies	Maintenance materials for all sites	\$ 183.00		\$ 183.00	6108

<u>COMPANY</u>	<u>DESCRIPTION- 1st Run</u>	<u>PAYABLE</u>	<u>PRE PAID</u>	<u>TO BE PAID</u>	<u>CHECK #</u>
James A. Burke Electrical Contractors	Chestnut - Unit 112B - repaired non functioning electrical receptical/circuit - will be reimbursed from tenant	\$ 135.00		\$ 135.00	6109
William Katchen	Accountant services - February 2025	\$ 2,750.00		\$ 2,750.00	6110
Kryston's Hardware	Maintenance materials for all sites	\$ 127.90		\$ 127.90	6111
LAN Associates	Architectural and Engineering Services	\$ 255.00		\$ 255.00	6112
Mayda Kuriawa	Reimbursement for expenses	\$ 59.96		\$ 59.96	6113
Michelle White	Reimbursement for expenses	\$ 24.13		\$ 24.13	6114
NAHRO	Housing Agency Membership Dues 04/01/25-03/31/25	\$ 315.90		\$ 315.90	6115
New Jersey American Water	Water services Glenwood - 12/28/24-01/30/25	\$ 191.50		\$ 191.50	6116
NTN	Tenant/Employee reports	\$ 74.00		\$ 74.00	6117
NJNAHRO	Conference registration for J. Gray- J. Roundtree and Michelle White	\$ 1,375.00		\$ 1,375.00	6118
Pascale Plumbing & Heating	Chestnut - elevator room repair - cleared clog in laundry room Glenwood Unit: 3 3B - cleared clogged toilet Weaver - Unit D1 - replaced main water shutoff valve Unit: B4 - repaired boiler Unit: A7 - repaired boiler Unit: D6 - snaked sink drain	\$ 4,896.59		\$ 4,896.59	6119
Pascale Plumbing & Heating	Chestnut - Laundry Rooms repair	\$ 24,849.00		\$ 24,849.00	6120
PSE&G	Weaver - D5 - vacant apartment	\$ 203.63		\$ 203.63	6121
PSE&G	Glenwood & Weaver gas services	\$ 727.95		\$ 727.95	6122
Rashan Womack	Reimbursement for expenses	\$ 52.40		\$ 52.40	6123
Ready Refresh	Water cooler contract	\$ 217.43		\$ 217.43	6124
Right Team Construction LLC	Weaver - roof repair	\$ 3,000.00		\$ 3,000.00	6125
Sebco Laundry Systems	<u>Chestnut</u> - vent cleaning <u>Glenwood</u> - vent cleaning & D1 repair <u>Weaver</u> vent cleaning	\$ 1,703.33		\$ 1,703.33	6126
The Sherwin Williams Co.	Maintenance materials for all sites	\$ 837.16		\$ 837.16	6127
Slade Industries, Inc.	Chestnut - elevator repair - mechanic to assist plumber for elevator room upgrade	\$ 1,102.50		\$ 1,102.50	6128

<u>COMPANY</u>	<u>DESCRIPTION- 1st Run</u>	<u>PAYABLE</u>	<u>PRE PAID</u>	<u>TO BE PAID</u>	<u>CHECK #</u>
Slade Industries, Inc.	Elevator Maintenance Contract - 02/01/25-02/28/25	\$ 515.00		\$ 515.00	6129
Stanley Champagne	Reimbursement for boots	\$ 79.98		\$ 79.98	6130
Staples	Main office/Social Worker supplies	\$ 679.95		\$ 679.95	6131
State of NJ - DCA ELSA	Elevator Inspection fee	\$ 592.00		\$ 592.00	6132
Teknikon Group, Inc.	Chestnut - 9 heat pump repairs	\$ 2,362.00		\$ 2,362.00	6133
Teknikon Group, Inc.	Chestnut - Preventive Maintenance Service	\$ 1,300.00		\$ 1,300.00	6134
Verizon	Camera lines for period 01/17/25-02/16/25	\$ 68.02		\$ 68.02	6135
Verizon	Phone, Fax & Elevator lines for period 01/17/25-02/16/25	\$ 137.00		\$ 137.00	6136
TOTAL		\$ 61,732.42		\$ 61,732.42	

SUMMIT HOUSING AUTHORITY BILL APPROVAL					
JANUARY 23, 2025 - FEBRUARY 26, 2025					
COMPANY	DESCRIPTION- 2nd Run	PAYABLE	PRE PAID	TO BE PAID	CHECK #
Central Pro Services	Weaver - Unit:B5 - tub & surround Glenwood - Unit: 6-2A - tub & surround	\$ 1,218.00		\$ 1,218.00	6137
City if Summit	2018 pension allocation	\$ 806.86		\$ 806.86	6138
Colline Integrated Security Services	Maintenance materials for all sites	\$ 807.00		\$ 807.00	6139
Comaire	Chestnut - 1 heating unit	\$ 2,763.00		\$ 2,763.00	6140
Comcast Business	Cable, Telephone & Internet Services from 02/10/25-03/09/25 - MDM2	\$ 150.45		\$ 150.45	6141
Decotiis, Fitzpatrick, Cole & Giblin, LLP	Professional fees - period ending 01/31/25	\$ 175.00		\$ 175.00	6142
Document Solutions Leasing	Office copier lease - 02/01/25 - 02/28/25	\$ 243.73		\$ 243.73	6143
DoorKing Inc.	Intercom service fee - 01/17/25 - 02/16/25	\$ 53.95		\$ 53.95	6144
E & G Exterminators	Exterminator contract fee - weekly balance due	\$ 1,210.00		\$ 1,210.00	6145
HD Supply	Maintenance materials for all sites	\$ 95.84		\$ 95.84	6146
Hunter Technologies	Telephone remote support	\$ 131.25		\$ 131.25	6147
JCP&L	Electric services for all sites	\$ 6,982.64		\$ 6,982.64	6148
JCP&L	Electric services - vacant unit 111B	\$ 278.35		\$ 278.35	6149
JCP&L	Electric services - vacant unit 320C	\$ 243.53		\$ 243.53	6150
JCP&L	Electric services - vacant unit 503A	\$ 125.80		\$ 125.80	6151
JCP&L	Electric services - vacant unit 134D	\$ 13.94		\$ 13.94	6152
JCP&L	Electric services - vacant unit 433D	\$ 170.04		\$ 170.04	6153
JCP&L	Electric services - Weaver - Unit: B5	\$ 4.45		\$ 4.45	6154
Mava Landscape, Inc.	Lawn service contract	\$ 3,035.00		\$ 3,035.00	6155
Mayda B. Kuriawa	Reimbursement for expenses	\$ 98.35		\$ 98.35	6156
New Jersey American Water	Water service - DCKFS	\$ 277.40		\$ 277.40	6157
New Jersey American Water	Water service - Chestnut - TFS	\$ 4,167.84		\$ 4,167.84	6158
New Jersey American Water	Water service - Glenwood	\$ 2,084.10		\$ 2,084.10	6159
New Jersey American Water	Water service - Weaver	\$ 2,472.33		\$ 2,472.33	6160
Pascale Plumbing & Heating	Chestnut - Unit 343E - cleared shower drain	\$ 250.00		\$ 250.00	6161

<u>COMPANY</u>	<u>DESCRIPTION- 2nd Run</u>	<u>PAYABLE</u>	<u>PRE PAID</u>	<u>TO BE PAID</u>	<u>CHECK #</u>
PC Problems	Computer support	\$ 169.90		\$ 169.90	6162
PSE&G	Gas service B5 - vacant apt	\$ 29.47		\$ 29.47	6163
PSE&G	Gas service - Chestnut	\$ 3,254.17		\$ 3,254.17	6164
Sebco Laundry Systems Inc.	Chestnut - W1 - reset pump Glenwood - W1 - replaced lid latch	\$ 476.67		\$ 476.67	6165
Verizon Wireless	Cell phone charges - 02/02/25 - 03/01/25	\$ 205.84		\$ 205.84	6166
TOTAL		\$ 31,994.90	\$61,732.42	\$ 93,727.32	