

Board Meeting Date
03-26-25

RESOLUTION

of the
SUMMIT HOUSING AUTHORITY

Date Submitted
3/26/25

RESOLUTION NO. 25-26-3-1

TITLE:

RESOLUTION REQUESTING THE APPROVAL FOR PAYMENT OF INVOICES
For the FEBRUARY 27, 2025, THROUGH MARCH 26, 2025

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 03-25, in the amount of \$ 89,732.95 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 WALKER 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.
Kendellen	✓				Lee	✓			
Whipple	✓				Walker	✓			
Fortune	✓								
Galletti	✓								
Kane				✓					

I Hereby Certify that the above Resolution was adopted at a Commissioners Meeting of the Housing Authority on
3/26/25.


Secretary/ Executive Director

SUMMIT HOUSING AUTHORITY BILL APPROVAL					
FEBRUARY 27, 2025 - MARCH 26, 2025					
<u>COMPANY</u>	<u>DESCRIPTION- 1st Run</u>	<u>PAYABLE</u>	<u>PRE PAID</u>	<u>TO BE PAID</u>	<u>CHECK #</u>
PSE&G	Gas services - glenwood & Weaver	\$ 15,201.58		\$ 15,201.58	6167
NJNAHRO	Conference registration for R. Kendellen	\$ 400.00		\$ 400.00	6168
Sage Software, Inc.	Annual subscription - 03/06/25-03/05/26	\$ 1,749.00		\$ 1,749.00	6169
Advance Communications	Message Service - 01/29/25-02/25/25	\$ 157.64		\$ 157.64	6170
Barco Products	Weaver - Parking signs	\$ 339.36		\$ 339.36	6171
Chatham Disposal	Garbage removal for all sites - 02/01/25-02/28/25	\$ 1,602.86		\$ 1,602.86	6172
Chatham Lawnmower Service, Inc.	Maintenance materials for all sites	\$ 68.94		\$ 68.94	6173
Cheryl Dagner	Reimbursement for expenses	\$ 131.69		\$ 131.69	6174
Colline Integrated Security Services	Maintenance materials for all sites	\$ 10.75		\$ 10.75	6175
Comcast Business	Cable, Telephone & Internet Services from 02/20/25-03/19/25 - Main Office	\$ 156.85		\$ 156.85	6176
Comcast Business	Cable, Telephone & Internet Services from 02/24/25-03/23/25 - Chestnut Community room	\$ 354.95		\$ 354.95	6177
Comcast Business	Cable, Telephone & Internet Services from 02/25/25-03/24/25 - Chestnut Office	\$ 277.09		\$ 277.09	6178
Comcast Business	Cable, Telephone & Internet Services from 02/17/25-03/16/25 - Chestnut Cafe	\$ 211.40		\$ 211.40	6179
Comcast Business	Cable, Telephone & Internet Services from 03/04/25-04/03/25 - Glenwood	\$ 290.50		\$ 290.50	6180
Comcast Business	Cable, Telephone & Internet Services from 02/19/25-03/18/25 - Weaver	\$ 290.50		\$ 290.50	6181
Decotiis, Fitzpatrick, Cole & Gibling, LLP	Professional legal fees 01/01/25-02/28/25	\$ 4,065.00		\$ 4,065.00	6182
DLG Flooring, LLC	Glenwood - 6-3D - install/patch flooring	\$ 375.00		\$ 375.00	6183
William Connelly, LLC	Legal Services - March 2025	\$ 1,300.00		\$ 1,300.00	6184
Dreyer's Lumber & Hardware, Inc.	Maintenance materials for all sites	\$ 283.94		\$ 283.94	6185
FP Mailing Solutions	Postage meter lease	\$ 98.85		\$ 98.85	6186
	Check voided				6187
Goldstein Kelin, LLC	Legal fees - 02/01/25 - 02/28/25	\$ 1,374.80		\$ 1,374.80	6188
HD Supply	Maintenance materials for all sites	\$ 256.75		\$ 256.75	6189

<u>COMPANY</u>	<u>DESCRIPTION- 1st Run</u>	<u>PAYABLE</u>	<u>PRE PAID</u>	<u>TO BE PAID</u>	<u>CHECK #</u>
Jacqueline Gray	Reimbursement for cell phone - March 2025	\$ 50.00		\$ 50.00	6190
Jacqueline Gray	Reimbursement for expenses	\$ 2,696.48		\$ 2,696.48	6191
Jackie Roundtree	Reimbursement for cell phone - March 2025	\$ 50.00		\$ 50.00	6192
Jerry's Artarama	Chestnut - Art supplies	\$ 255.21		\$ 255.21	6193
JCP&L	Chestnut - Unit: 320C - vacant apartment	\$ 86.45		\$ 86.45	6194
JCP&L	Chestnut - Unit: 111B - vacant apartment	\$ 45.29		\$ 45.29	6195
JCP&L	Chestnut - Unit: 134D - vacant apartment	\$ 12.33		\$ 12.33	6196
JCP&L	Chestnut - Unit: 433D - Vacant apartment	\$ 45.39		\$ 45.39	6197
JCP&L	Weaver - Unit: B5 - vacant apartment	\$ 10.35		\$ 10.35	6198
JCP&L	Gas services for all sites	\$ 16,176.94		\$ 16,176.94	6199
William Katchen	Accountant services - Mach 2025	\$ 2,750.00		\$ 2,750.00	6200
Katie Ladner	Reimbursemnt for expenses	\$ 20.61		\$ 20.61	6201
Kryston's Hardware	Maintenance materials for all sites	\$ 21.57		\$ 21.57	6202
LAN Associates	Architectural and Engineering Services	\$ 2,975.00		\$ 2,975.00	6203
Lowe's Pro Supply	All sites - calcium chloride/rock salt	\$ 572.22		\$ 572.22	6204
Mayda Kuriawa	Reimbursement for expenses	\$ 326.66		\$ 326.66	6205
New Jersey American Water	Water services Glenwood - 01/31/25-02/28/25	\$ 1,897.07		\$ 1,897.07	6206
New Jersey American Water	Water services Glenwood - 01/31/25-02/28/25	\$ 181.38		\$ 181.38	6207
New Jersey American Water	Water services Weaver - 02/01/25-03/03/25	\$ 2,179.66		\$ 2,179.66	6208
New Jersey American Water	Water services Chestnut - 02/01/25-03/03/25	\$ 3,360.46		\$ 3,360.46	6209
New Jersey American Water	Water services - DCKFS	\$ 277.40		\$ 277.40	6210
NJNAHRO	Conference registration for R. Whipple	\$ 425.00		\$ 425.00	6211
NTN	Tenant performance reporting	\$ 158.00		\$ 158.00	6212
Pascale Plumbing & Heating	Glenwood - Unit: 6-1E - cleared clogged sewer	\$ 687.50		\$ 687.50	6213
Rosemary Grace	Reimbursement for expenses	\$ 106.39		\$ 106.39	6214
Rutgers University	Commissioner courses - W. Fortune	\$ 585.00		\$ 585.00	6215
Safe Life Security Corp.	Glenwood/Weaver - camera replacements	\$ 1,335.00		\$ 1,335.00	6216
Sebco Laundry Systems	Chestnut - repairs to washer #1 Glenwood - repair to washer #1 Weaver repair to dryer #3 & washer #3	\$ 1,322.04		\$ 1,322.04	6217
The Sherwin Williams Co.	Maintenance materials for all sites	\$ 837.16		\$ 837.16	6218

<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 - 03/01/25-03/31/25	\$ 515.00		\$ 515.00	6219
Summit Housing Authority	31 Russell Place - management fee	\$ 500.00		\$ 500.00	6220
Teknikon Group, Inc.	Chestnut - heat pump repairs & parts	\$ 1,718.00		\$ 1,718.00	6221
Verizon	Camera lines for period 002/17/25-03/16/25	\$ 68.02		\$ 68.02	6222
Verizon	Phone, Fax & Elevator lines for period 02/17/25-03/16/25	\$ 137.00		\$ 137.00	6223
Verizon Wireless	Cell phone charges - 03/02/25-04/01/25	\$ 301.57		\$ 301.57	6224
GB Design Consultants	Chestnut - design consultant fee	\$ 600.00		\$ 600.00	
TOTAL		\$ 72,283.60		\$ 72,283.60	

FEBRUARY 27, 2025 - MARCH 26, 2025

<u>COMPANY</u>	<u>DESCRIPTION- 2nd Run</u>	<u>PAYABLE</u>	<u>PRE PAID</u>	<u>TO BE PAID</u>	<u>CHECK #</u>
Document Solutions	Office copier - lease	\$ 243.73		\$ 243.73	6226
Document Solutions	Office copier - overage	\$ 154.01		\$ 154.01	6227
DoorKing Inc.	Chestnut - Intercom system - balance sdue	\$ 4.00		\$ 4.00	6228
Dreyer's Lumber & Hardware, Inc.	Maintenance materials for all sites	\$ 128.45		\$ 128.45	6229
E&G Exterminators	Exterminator - contract fee	\$ 160.00		\$ 160.00	6230
Hanover Supply Co.	Maintenance materials for all sites	\$ 157.49		\$ 154.49	6231
HD Supply	Maintenance materials for all sites	\$ 219.36		\$ 219.36	6232
Home Depot Credit Services	Maintenance materials for all sites	\$ 2,848.36		\$ 2,848.36	6233
Hunter Technologies	Telephone remote support	\$ 437.50		\$ 437.50	6234
Kryston's Hardware	Maintenance materials for all sites	\$ 9.98		\$ 9.98	6235
Mava Landscape Inc	Lawn service - spring clean up	\$ 1,665.00		\$ 1,665.00	6236
Pascale Plumbing & Heating	Weaver - (laundry room) installed new traps - Unit: D9 - replaced fastfill & back flow preventer on boiler. Unit: D7 - replaced thermal expansion tank	\$ 2,290.00		\$ 2,290.00	6237
PSE&G	Weaver - gas services Unit: B3 - vacant apartment	\$ 13.12		\$ 13.12	6238
PSE&G	Chestnut - gas services 02/06/25 - 03/10/25	\$ 3,488.44		\$ 3,488.44	6239
PSE&G	Glenwood & Weaver gas services	\$ 5,293.19		\$ 5,293.19	6240
PSE&G	Weaver - gas services - Unit B5 - vacant unit	\$ 58.88		\$ 58.88	6241
Staples	Office supplies for main office & SS office	\$ 331.57		\$ 331.57	6242
Summit Electrical Supply Co.	Maintenance materials for all sites	\$ 190.00		\$ 190.00	6243
TOTAL		\$ 17,449.35	\$72,283.60	\$ 89,732.95	