

# AGENDA

**SUMMIT HOUSING AUTHORITY  
December 18, 2024 – REGULAR MEETING  
12 Chestnut Avenue – Community Room  
5:00PM**

## NEW JERSEY OPEN PUBLIC MEETINGS ACT NOTICE

As required NJSA 10:4-10 et seq. known as the Open Public Meetings Act, adequate notice of this Meeting has been provided by the Secretary of the Housing Authority of the City of Summit by preparing an Annual Notice dated December 28, 2023, setting forth the date, time and place of this meeting. Said notice was filed with the City Clerk of the City of Summit, published in the local newspapers of record, and posted on the Authority's website.

- ROLL CALL
- SALUTE TO FLAG
- APPROVAL OF MINUTES – October 23, 2024
- REPORT OF CHAIRPERSON
- REPORT OF EXECUTIVE DIRECTOR

## COMMITTEE REPORTS

- FINANCE & OPERATIONS COMMITTEE: Richard L. Whipple Jr., Chair
- PERSONNEL & POLICY COMMITTEE: Rosalind Kendellen, Chair
- RESIDENTS COMMITTEE: Andrew Walker, Chair
- BUILDINGS & GROUNDS COMMITTEE: Nancy Galietti, Chair
- PUBLIC COMMENT
- OLD BUSINESS
- NEW BUSINESS

## RESOLUTIONS:

- 24-18-12-1 Resolution Requesting Approval of the Payment of Invoices for the Period of October 24, 2024, through December 18, 2024.
- 24-18-12-2 Resolution Adopting the 2025 Regular Meeting Schedule of the Board of Commissioners of the Housing Authority of the City of Summit.
- 24-18-12-3 Resolution Appointing Jacqueline Gray as Fund Commissioner to the New Jersey Public Housing Authority Joint Insurance Fund for Fund Year 2025.
- 24-18-12-4 Resolution Designating the Financial Institutions for the Banking Needs of the Housing Authority of the City of Summit.

- 24-18-12-5 Resolution Designating the Official Newspapers for the Publication of Public Notices and Advertisements for the Housing Authority of the City of Summit.
- 24-18-12-6 Resolution Adopting the Annual Budget for the Fiscal Year January 1, 2025 through December 31, 2025.
- 24-18-12-7 Resolution Establishing a Management Fee for 31 Russell Place
- 24-18-12-8 Resolution Authorizing the Award of a Contract to Mava Landscaping Inc. of Summit NJ to Perform the 2025 Landscape & Grounds Maintenance at all Authority Sites in an Amount not to exceed \$25,000.
- 24-18-12-9 Resolution Authorizing the Award of a Contract to William Connelly of Mendham, NJ to Provide General Legal Services for the One Year Period of January 1, 2025 Through December 31, 2025 in an Amount not to Exceed \$15,600.
- 24-18-12-10 Resolution Authorizing the Award of a Contract to PC Problems, LLC of Madison, NJ to perform Information Technology Services for the Period 1/1/25 – 12/31/25 in An Amount Not To Exceed \$15,000.
- 24-18-12-11 Resolution Authorizing the Award of a Contract to William Katchen to Provide Fee Accountant Services for the One Year Period of January 1, 2025 Though December 31, 2025 in an Amount Not to Exceed \$33,000.
- 24-18-12-12 Resolution Authorizing the Award of a Contract to E&G Exterminators of South Amboy, NJ to Provide Pest Control Services for the One Year Period of January 1, 2025 Through December 31, 2025 in An Amount Not To Exceed \$15,000.
- 24-18-12-13 Resolution Requesting the Approval to Enter Into a Contract with Novogradac & Company LLP in an Amount of \$11,220 for Auditing Services for the FYE 2024.
- 24-18-12-14 Resolution Authorizing the Award of a Contract to The Alamo Insurance Group, Inc of North Bergen, NJ to Provide Professional Services as a Risk Management Consultant for the One Year Period of January 1, 2025 Through December 31, 2025.

COUNCIL LIAISON

➤ ADJOURNMENT

**NEXT MEETING DATE:** 12 Chestnut Avenue – Community Room  
**Wednesday, January 22, 2025 – 7:00pm**