

REGULAR MEETING OF THE LODI HOUSING AUTHORITY

(This Agenda is posted to inform the public of actions being considered by the Authority's Board of Commissioners and Executive Director/Secretary Treasurer. There may be additions and deletions prior to the Board Meeting before taking final action.)

CALL TO ORDER:

PLEDGE OF ALLEGIANCE:

NOTICE OF MEETING: This meeting has been publicly advertised in compliance with the Open Public Meeting Act.

ROLL CALL: Cody ___ De Nobile ___ Marra ___ Schrieks ___ Woods ___ Di Chiara ___ Lynch ___
 Executive Director ___ Attorney ___ Deputy Executive Director ___ Recording Secretary ___

BIDS:

APPROVAL OF MINUTES: Regular Meeting – November 16, 2017 Motion: _____ Seconded: _____

Cody ___ De Nobile ___ Marra ___ Schrieks ___ Woods ___ Di Chiara ___ Lynch ___

COMMUNICATIONS:

1. Governor Christie's Notice of Commissioner Appointment of Steven De Nobile – term ending 12/12/19
2. Notice from Boro of Lodi of Robert Marra's Re-Appointment as LHA Commissioner – term ending 06/10/22
3. Correspondence to BCCD regarding LHA's 2018 CDBG Application as endorsed by Mayor/Council
4. Executive Director Notice to 3G Software of LHA's intent not to renew Contract for CY 2018 (HAP checks to Section 8 landlords now being done in-house)
5. Correspondence to Congressman Gottheimer and LHA Casework Authorization Form pertaining to LHA and FEMA's ongoing issues dating back to Hurricane Irene in 2011

REPORT OF ATTORNEY:

REPORT OF ACCOUNTANT:

REPORT OF SECURITY:

MONTHLY BILLS – PUBLIC HOUSING & SECTION 8 RENTAL ASSISTANCE:

REPORT OF EXECUTIVE DIRECTOR:

REPORT OF DEPUTY EXECUTIVE DIRECTOR/ADMIN. OF SECTION 8/HOUSING MANAGER:

RESOLUTIONS:

CONSENT AGENDA (These Resolutions are matters covering operation of Lodi Housing Authority and will be passed by one roll call vote covering all items on the Consent Agenda.)

1. Resolution #17-10	A&E Contract for Design/Inspection for Removal/Replacement of Fire Alarm Systems at Senior Citizen Complexes Awarded to R&R Design Consultants, LLC
2. Resolution #17-	
3. Resolution #17-	

REPORT OF COMMISSIONERS:

UNFINISHED BUSINESS:

OLD BUSINESS:

NEW BUSINESS:

GOOD & WELFARE:

HEARING OF CITIZENS: Citizens are reminded that all discussions must pertain to Lodi Housing Authority business. Citizens, not discussing LHA business, will be issued the following: 1st – Reminder/Warning; 2nd – Ruled Out of Order; and 3rd – Should citizen continue to discuss non-LHA business, he/she will be asked to leave LHA Meeting/Community Room. Failure to comply will result in citizen being escorted out by Security.

CLOSED SESSION – ATTORNEY-CLIENT PRIVILEGED DISCUSSIONS:

ADJOURNMENT: Motion: _____ Seconded: _____

Cody ___ De Nobile ___ Marra ___ Schrieks ___ Woods ___ Di Chiara ___ Lynch ___

REPORT OF ATTORNEY:

REFER TO CLOSED SESSION – ATTORNEY-CLIENT PRIVILEGED DISCUSSIONS

DISCUSSION:

1. NEW:

- Evictions/Notices to Cease/Related Hearings

2. UPDATE:

3. ANY OTHER PENDING LITIGATION/PERSONNEL MATTERS:

- Personnel Matters
-

REPORT OF ACCOUNTANT:

1. NOTHING AT THIS TIME
-

REPORT OF SECURITY:

1. NOTHING AT THIS TIME

MONTHLY BILLS AGENDA -- DECEMBER 2017

PUBLIC HOUSING & SECTION 8

	CHECK PAYABLE TO	DATE	CHK #	EXPLANATION	AMOUNT
DISBURSEMENT AS REFLECTED IN PAYROLL PERIOD					
11/19/17 - 12/2/17 THRU 12/3/17 - 12/16/2017					
ARE HEREBY APPROVED					
1	Business Card	12/5/17	11406	Maintenance Training	\$ 390.00
2	U.S. Overall Cleaners	12/5/17	11407	Uniform Cleaning	\$ 450.00
3	Verizon Wireless	12/5/17	11408	Cell Phones	\$ 434.92
4	Scott Tire	12/5/17	11409	Tires	\$ 984.00
5	Maztek	12/5/17	11410	Computer Repair	\$ 823.00
6	Buggin' Out	12/5/17	11411	DVP Monthly Exter. & Ext. Ord.	\$ 390.00
7	Clean All of North Jersey, LLC	12/5/17	11412	Carpet Cleaning & Stretching	\$ 530.00
8	Interstate Waste Removal Services	12/5/17	11413	Dumpster Removal	\$ 842.55
9	Cablevision	12/5/17	11414	Nov. Phones, TV, Internet	\$ 520.53
10	John's Service	12/5/17	11415	Tires	\$ 993.50
11	Purchase Power	12/5/17	11416	November Stamps	\$ 320.99
12	HD Supply Facilities Maintenance	12/5/17	11417	Maintenance Supplies	\$ 583.45
13	Noreika's Service Station	12/5/17	11418	October 2017 Fuel	\$ 310.00
14	Paulhus and Associates	12/5/17	11419	PH October 2017 50058 Process.	\$ 99.75
15	Rob's Automotive	12/5/17	11420	Snow Blower & Tractor Repair	\$ 759.12
16	Aardvark Animal & Pest Control	12/5/17	11421		\$ 65.00
17	Wilmar	12/5/17	11422	Maintenance Supplies	\$ 575.52
18	Ricoh	12/5/17	11423	November Copy Machine Lease	\$ 453.74
19	National Transfer, Inc.	12/5/17	11424	Waste Removal	\$ 6.00
20	Verizon	12/5/17	11425	Phones	\$ 34.58
21	Jersey Elevator	12/5/17	11426	Monthly Elevator Maint.	\$ 167.79
22	John's Service	12/5/17	2972	Buick Maintenance	\$ 121.38
23	W.B. Mason	12/5/17	2973	Office Supplies	\$ 329.07
23	3G Software Technology, Inc.	12/5/17	2974	Dec 2017 HAP Process.	\$ 1,339.32
24	Ready Refresh	12/5/17	2975	Office Water & Coffee	\$ 174.78
25	Paulhus and Associates	12/5/17	2976	S8 October 2017 50058 Process.	\$ 362.25
26	LuAnn Ortiz	12/5/17	1426	Pet Security Deposit Refund	\$ 150.22
27	Nettie Anzalone	12/5/17	1427	Security Deposit Refund	\$ 101.60
28	Office Bruce Piekarsky	12/5/17	11427	DVP #10E Lock Out	\$ 75.00
29	Shop Rite of Lodi	12/6/17	11428	Tenant Holiday Gift Cards	\$ 950.00
30	The Corner Nursery	12/13/17	11429	Sprinkler Winterizing	\$ 375.00
31	Noreika's Service Station	12/13/17	11430	November 2017 Fuel	\$ 236.00
32	Passaic Valley Water Commission	12/13/17	11431	Water	\$ 5,583.05
33	Jay Bee Flooring, LLC.	12/13/17	11432	Massey #33 and #4 Repair	\$ 534.00
34	SGTS Maintenance, LLC.	12/13/17	11433	November 2017 Office Cleaning	\$ 910.00
35	Reno's Appliance	12/13/17	11434	Fridge & Ranges	\$ 1,798.00
36	GE Appliances	12/13/17	11435	Stove Repair	\$ 150.00
37	Direct Supplies Warehouse	12/13/17	11436	Maintenance Stock	\$ 1,594.62
38	NJ Division of Pensions and Benefits	12/14/17	Online	PH Active Employee	\$ 16,172.16
39	NJ Division of Pensions and Benefits	12/14/17	Online	S8 Active Employee	\$ 8,489.22
40	NJ Division of Pensions and Benefits	12/14/17	Online	PH Retired Employee	\$ 4,901.32
41	NJ Division of Pensions and Benefits	12/14/17	Online	S8 Retired Employee	\$ 3,783.17
42	Delta Dental of New Jersey	12/15/17	Online	PH Employee Dental	\$ 995.09
43	Delta Dental of New Jersey	12/15/17	Online	S8 Employee Dental	\$ 746.19
44	PSE&G	12/19/17	11437	Utilities	\$ 31,453.63
45	Wallace P. Nowosielecki	12/19/17	11438	PH Dec 2017 Acct. Retain.	\$ 1,166.66
46	Conrad M. Olear, Esq.	12/19/17	11439	PH Dec 2017 Leg. Retain. & Ext. Ord.	\$ 3,316.66
47	Ace Lock & Key Shop	12/19/17	11440	Various Locks & Keys	\$ 267.50
48	Presto Print & Copy	12/19/17	11441	Envelopes	\$ 167.50

49	Verizon	12/19/17	11442	Phones	\$ 308.42
50	Ricoh	12/19/17	11443	December Copy Machine Lease	\$ 453.74
51	Riccardi Brothers	12/19/17	11444	Paint Supplies	\$ 41.62
52	Garfield Lumber & Millworks, Inc.	12/19/17	11445	Maintenance Supplies	\$ 132.65
53	W.B. Mason	12/19/17	2977	Office Supplies	\$ 809.90
54	Conrad M. Olear, Esq.	12/19/17	2978	S8 Dec 2017 Legal Retain.	\$ 1,166.66
55	Wallace P. Nowosielecki	12/19/17	2979	S8 Dec 2017 Acct. Retain.	\$ 1,166.67
56	Paulhus and Associates	12/20/17	11446	PH Nov 2017 50058 Process.	\$ 89.25
57	Thomas DeSomma	12/20/17	11447	December 2017 Petty Cash Reimburs.	\$ 444.49
58	Maztek	12/20/17	11448	Server backup and installation	\$ 464.00
59	Paulhus and Associates	12/20/17	2980	S8 Nov 2017 50058 Process.	\$ 341.25
60	Ace Lock & Key Shop	12/27/17	11450	Various Locks & Keys	\$ 88.00
61	Presto Print & Copy	12/27/17	11451	Emergency Magnet Labels	\$ 95.00
62	Buggin' Out	12/27/17	11452	S/C Complex Extermin. Service.	\$ 260.00
63	Reno's Appliance	12/27/17	11453	Fridge Stock	\$ 1,067.00
64	Purchase Power	12/27/17	11454	December Stamps	\$ 368.74
65	Chas. F. Connolly Dist. Co., Inc.	12/27/17	11455	Holby Valve	\$ 1,495.00
66	Wilmar	12/27/17	11456	Maintenance Stock	\$ 196.28
67	Cablevision	12/27/17	11457	Dec. Phones, TV, Internet	\$ 520.53
68	Safeguard	12/27/17	2981	HAP Checks & Envelopes	\$ 637.43
69	Ready Refresh	12/27/17	2982	Office Coffe & Water	\$ 184.65
70	New Jersey NAHRO	12/27/17	2983	1/1/18-12/31/18 Membership Dues	\$ 175.00

REPORT OF EXECUTIVE DIRECTOR:

1. Approximate total interest for November 2017 is **\$375.00±**

2. CONTRACT REPORT:

CONTRACT AWARDED TO:		CONTRACT FOR:
1.	SGTS Maintenance LLC 46 Trudy Drive Lodi, NJ 07644	Janitorial Services – One-Year Contract 01/01/18 thru 12/31/18 \$11,280 annually
2.	Buggin Out, LLC 159 Corabelle Avnue Lodi, NJ 07644	General Exterminating Services – Two-Year Contract 01/01/18 thru 12/31/19 - \$3,540 annually
CONTRACT LISTED ABOVE DOES NOT REQUIRE BOARD APPROVAL SINCE YEARLY CONTRACT AMOUNT IS WITHIN EXECUTIVE DIRECTOR'S THRESHOLD TO AWARD		

I HEREBY CERTIFY THE "FUNDING AVAILABILITY" TO AWARD THE CONTRACTS, AS REFERENCED, HEREIN AND FURTHER CERTIFY THAT ALL CONTRACT PRICES WERE OBTAINED IN COMPLIANCE WITH LHA AND THE US DEPARTMENT OF HUD CFR 85-36 ESTABLISHMENT OF PROCUREMENT POLICY.

3. FYE 09/30/17 Unaudited Financial Statements – as previously distributed
4. Proposed Rennie Place Sidewalks – pending??
5. Various Notices to Vendors/Tenants/LPD pertaining to new Maintenance Supervisor – updated phone numbers, emergency call listing for tenant calls, etc.
6. Interra Supermarkets (Shop Rite) and the Hasbrouck Heights Elks donated Gift Certificates and LHA purchased an additional 40 gift cards, which were distributed to LHA Residents



REPORT OF DEPUTY EXECUTIVE DIRECTOR/ADMINISTRATOR SECTION 8/HOUSING MANAGER:

1. To date, there are 465 HCV/Section 8 Participants presently on the program

RESOLUTIONS:

CONSENT AGENDA (These Resolutions are matters covering operation of Lodi Housing Authority and will be passed by one roll call vote covering all items on the Consent Agenda.)

1. Resolution #17-10	A&E Contract for Design/Inspection for Removal/Replacement of Fire Alarm Systems at Senior Citizen Complexes Awarded to R&R Design Consultants, LLC - \$6,526.00
2. Resolution #17-	
3. Resolution #17-	

Motion: _____ **Seconded:** _____

Cody ___ De Nobile ___ Marra ___ Schrieks ___ Woods ___ Di Chiara ___ Lynch ___

CLOSED SESSION:

(This report is included on website/distributed as part of the Public Agenda)

Lodi Housing Authority shall now exclude members of the public from the meeting for any of the following reasons:

1. The Board may discuss matters involving Personnel or individuals who have received assistance from the Authority. The identification of such individuals may result in a violation of their rights to privacy.
2. The Board may discuss matters which are covered pursuant to NJSA 10:4-12(b)(1,2,3) involving individuals who have received assistance from LHA or who have applied for assistance. To disclose the names of such individuals would work an unwarranted invasion of their rights to privacy.
3. LHA may discuss Personnel Matters which are specifically exempt from public meetings pursuant to NJSA 10:4-12(b)(8).
4. The Board may discuss matters with Counsel that shall fall within the Attorney-Client Privilege and are, therefore, excluded from the public meeting.
5. The Board may discuss other matters pursuant to NJSA 10:4-12.

Please be advised that at the conclusion of this session, the Board shall return to a public session and the members are invited to return in order to observe. Thank you.

DISCUSSION:

1. **NEW:**

- Evictions/Notices to Cease/Related Hearings

2. **UPDATE:**

3. **ANY OTHER PENDING LITIGATION/PERSONNEL MATTERS:**

- Personnel Matters