

**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 \_\_\_ Lynch \_\_\_ Marra \_\_\_ Schrieks \_\_\_ Di Chiara \_\_\_ Woods \_\_\_  
Executive Director \_\_\_ Attorney \_\_\_ Deputy Executive Director \_\_\_ Recording Secretary \_\_\_

**BIDS:**

**APPROVAL OF MINUTES:**

- 1. Regular Meeting – January 26, 2017 Motion: \_\_\_\_\_ Seconded: \_\_\_\_\_  
Cody \_\_\_ Lynch \_\_\_ Marra \_\_\_ Schrieks \_\_\_ Di Chiara \_\_\_ Woods \_\_\_
- 2. Regular Meeting – February 28, 2017 Motion: \_\_\_\_\_ Seconded: \_\_\_\_\_  
Cody \_\_\_ Lynch \_\_\_ Marra \_\_\_ Schrieks \_\_\_ Di Chiara \_\_\_ Woods \_\_\_

**COMMUNICATIONS:**

- 1. Congratulations to the Section 8 Department – FYE 09/30/16 SEMAP Score 100% – High Performer
- 2. Notice of Meeting Date being changed from 03/16/17 to 03/23/17 (@ 7 PM)
- 3. Valley National Bank response/authorization capping LHA costs for payroll services at \$2,000

**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/ADMINISTRATOR 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 #16-19	Amended Resolution as Required by BCCD Pertaining to Removal/ Replacement of DVP Boilers – Related to Signatories
2. Resolution #16-	
3. Resolution #16-	

**REPORT OF COMMISSIONERS:**

**UNFINISHED BUSINESS:**

**OLD BUSINESS:**

**NEW BUSINESS:**

**GOOD & WELFARE:**

**HEARING OF CITIZENS:** As Chairman, be advised...citizens are reminded that all discussions must pertain to Lodi Housing Authority business. Citizens, not discussing LHA business, will be issued the following: 1<sup>st</sup> – Reminder/Warning; 2<sup>nd</sup> – Ruled Out of Order; and 3<sup>rd</sup> – 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 \_\_\_ Lynch \_\_\_ Marra \_\_\_ Schrieks \_\_\_ Di Chiara \_\_\_ Woods \_\_\_

**REPORT OF ATTORNEY:**

**REFER TO CLOSED SESSION – ATTORNEY-CLIENT PRIVILEGED DISCUSSIONS**

**DISCUSSION:**

1. **NEW:**

2. **UPDATE:**

- Evictions & related correspondence – to be discussed

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

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**REPORT OF ACCOUNTANT:**

1. NOTHING AT THIS TIME

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**REPORT OF SECURITY:**

1. Sporadic inspections with LPD at DVP #8C – ongoing – refer to Closed Session

## MONTHLY BILLS AGENDA -- MARCH 2017

### PUBLIC HOUSING & SECTION 8

	CHECK PAYABLE TO	DATE	CHK #	EXPLANATION	AMOUNT
<b>DISBURSEMENT AS REFLECTED IN PAYROLL PERIOD</b>					
<b>2/12/17 -2/25/17 THRU 2/26/17 - 3/11/2017</b>					
<b>ARE HEREBY APPROVED</b>					
1	Noreika Service Station	3/10/17	11003	Fuel	\$ 346.00
2	AMS Ties, Inc.	3/10/17	11004	Feb 2017 Background Checks	\$ 95.00
3	Business Card	3/10/17	11005	Maintenance Supplies	\$ 1,045.70
4	Riccardi Brothers	3/10/17	11006	Paint Supplies	\$ 566.89
5	Verizon Wireless	3/10/17	11007	Cell Phones	\$ 457.22
6	Garfield Lumber & Millworks, Inc.	3/10/17	11008	Maintenance Supplies	\$ 1,762.33
7	National Transfer, Inc.	3/10/17	11009	Waste Removal	\$ 36.00
8	Interstate Waste Services	3/10/17	11010	Trash Removal	\$ 842.55
9	Siegels' Hardware	3/10/17	11011	Maintenance Supplies	\$ 70.00
10	BugginOut, LLC.	3/10/17	11012	Feb 2017 Extermin. Service	\$ 260.00
11	All American Sewer Service	3/10/17	11013	Bldg #19 Sewer Leak	\$ 575.00
12	Jersey Elevator	3/10/17	11014	Elevator Maintenance	\$ 167.79
13	North Jersey Media Group	3/10/17	11015	Public Notices	\$ 10.73
14	Maztek	3/10/17	2894	LHA Website	\$ 2,195.00
15	3G Software Technology, Inc.	3/10/17	2895	Mar 2017 HAP Check Processing	\$ 1,335.40
16	Domenic P. Versace	3/10/17	1417	Security Deposit Refund	\$ 100.01
17	Delta Dental of New Jersey	3/13/17	Online	PH Employee Dental	\$ 1,478.82
18	Delta Dental of New Jersey	3/13/17	Online	S8 Employee Dental	\$ 760.03
19	NJ Division of Pensions and Benefits	3/14/17	Online	PH Active Employee	\$ 14,195.30
20	NJ Division of Pensions and Benefits	3/14/17	Online	S8 Active Employee	\$ 8,489.22
21	NJ Division of Pensions and Benefits	3/14/17	Online	PH Retired Employee	\$ 4,901.32
22	NJ Division of Pensions and Benefits	3/14/17	Online	S8 Retired Employee	\$ 3,783.17
23	U.S. Overall Cleaners	3/20/17	11016	Uniform Cleaning	\$ 368.00
24	SGTS Maintenance, LLC.	3/20/17	11017	Feb 2017 Office Cleaning	\$ 910.00
25	Jay Bee Flooring, LLC.	3/20/17	11018	DVP #14B Floor Refinishing	\$ 1,550.00
26	LexisNexis	3/20/17	11019	Renewal	\$ 156.00
27	Verizon	3/20/17	11020	Phones	\$ 283.44
28	Passaic Valley Water Commission	3/20/17	11021	Water	\$ 5,624.63
29	Ricoh	3/20/17	11022	Copier Lease	\$ 453.74
30	Complete Saw & Garden	3/22/17	11023	Maintenance Supplies	\$ 145.50
31	Ace Lock & Key Shop	3/22/17	11024	Dead Bolts	\$ 62.00
32	W.B. Mason	3/22/17	11025	Office Supplies	\$ 27.85
33	Wallace P. Nowosielecki	3/22/17	11026	PH Mar 2017 Acct. Retain.	\$ 1,166.66
34	Russell Reid	3/22/17	11027	Pumping Service	\$ 1,159.40
35	Conrad M. Olear, Esq.	3/22/17	11028	PH Mar 2017 Leg. Retain & Ext. Ordin.	\$ 2,274.66
36	Wilmar	3/22/17	11029	Maintenance Supplies	\$ 395.30
37	Stone Brook Garden Center	3/22/17	11030	Salt Supplies	\$ 1,512.28
38	AA Chem-Dry of North Jersey	3/22/17	11031	Carpet Cleaning & Stretching	\$ 535.00
39	Ready Refresh	3/22/17	11032	Office Water & Coffee	\$ 169.90
40	AESFire, LLC	3/22/17	11033	Device Replacement	\$ 230.00
41	W.B. Mason	3/22/17	2896	Office Supplies	\$ 270.99
42	Conrad M. Olear, Esq.	3/22/17	2897	S8 Mar 2017 Leg. Retain	\$ 1,166.66
43	Wallace P. Nowosielecki	3/22/17	2898	S8 Mar 2017 Acct.. Retain	\$ 1,166.67
44	NJ Division of Pensions and Benefits	3/31/17	Online	PH Employee PERS	\$ 55,000.00
45	NJ Division of Pensions and Benefits	3/31/17	Online	S8 Employee PERS	\$ 45,352.00

**REPORT OF EXECUTIVE DIRECTOR:**

1. Approximate total interest earned for to date is total of **\$740.00±**

**2. CONTRACT REPORT:**

CONTRACT FOR:		CONTRACT AWARDED TO:
1.		
2.		
<b>CONTRACT LISTED ABOVE DOES NOT REQUIRE BOARD APPROVAL SINCE YEARLY CONTRACT AMOUNT IS WITHIN EXECUTIVE DIRECTOR'S THRESHOLD TO AWARD</b>		

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. LHA Annual/5-Year PHA Plan FYE 09/30/18 (still being typed) – Draft Copy available for review from 04/04/17 thru 05/25/17 – to be discussed
4. LHA has advertised to receive RFQ's for its Fee Accountant & Fee Attorney – due 04/06/17
5. "Roscoe" – may need to be called in – to be discussed
6. Be advised – we are in the process of preparing the PH/S-8 Operating Budgets FY 10/01/17 thru 09/30/18 and will be offering for sale, possibly, two (2) S-8 vehicles and one (1) Maintenance vehicle – to be discussed

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

1. To date, there are 455 HCV/Section 8 Participants presently on the program
2. Repair/Replacement of DVP Boilers – submission of 2<sup>nd</sup> Voucher (\$53,538) to Bergen County
3. Submission of LHA Master Meter Certification at all Complexes – required by BPU
4. FEMA Request – update

**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 #16-	Amended Resolution as Required by BCCD Pertaining to Removal/ Replacement of DVP Boilers – Related to Signatories
2. Resolution #16-	
3. Resolution #16-	

Motion: \_\_\_\_\_ Seconded: \_\_\_\_\_

Cody \_\_\_ Lynch \_\_\_ Marra \_\_\_ Schrieks \_\_\_ Di Chiara \_\_\_ Woods \_\_\_

**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:**

2. **UPDATE:**

- Evictions & related correspondence

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