

**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:** Reorganization Meeting – May 25, 2017 Motion: \_\_\_\_\_ Seconded: \_\_\_\_\_

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

Regular Meeting – May 25, 2017 Motion: \_\_\_\_\_ Seconded: \_\_\_\_\_

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

**COMMUNICATIONS:**

1. Submission of FYE 09/30/16 Independent Public Audit (IPA) to Federal Audit Clearing House & REAC

**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 #16-31	Certifying Resolution – Commissioners Receipt of FYE 09/30/16 Independent Public Audit (IPA)
2. Resolution #16-32	PHA Board Resolution (form HUD-52574) – Approving Operating Budget – FYS 10/01/17 – Budget on In-House Format
3. Resolution #16-33	Valley National Bank – Two-Signature Public Entity Resolution – Effective July 1, 2017 through June 30, 2018
4. Resolution #16-34	Valley National Bank – Three-Signature Public Entity Resolution – Effective July 1, 2017 through June 30, 2018
5. Resolution #16-35	Declaration of LHA Vehicle No Longer Needed for Public Use – 2003 Buick Park Avenue (approximately 121,000 miles)

**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 Hearings

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

- Personnel Matters – refer to closed session
- 

**REPORT OF ACCOUNTANT:**

1. NOTHING AT THIS TIME
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**REPORT OF SECURITY:**

1. NOTHING AT THIS TIME



## MONTHLY BILLS AGENDA -- JUNE 2017

### PUBLIC HOUSING & SECTION 8

	CHECK PAYABLE TO	DATE	CHK #	EXPLANATION	AMOUNT
<b>DISBURSEMENT AS REFLECTED IN PAYROLL PERIOD</b>					
<b>5/21/17 - 6/3/17 THRU 6/4/17 - 6/17/2017</b>					
<b>ARE HEREBY APPROVED</b>					
1	Delta Dental of New Jersey	6/9/17	Online	PH Employee Dental	\$ 1,478.82
2	Delta Dental of New Jersey	6/9/17	Online	S8 Employee Dental	\$ 760.03
3	Sears Commercial One	6/13/17	11122	Maintenance Supplies	\$ 343.44
4	Home Depot Credit	6/13/17	11123	Maintenance Supplies	\$ 804.65
5	Direct Supplies Warehouse	6/13/17	11124	Light Fixtures	\$ 234.00
6	Pitney Bowes	6/13/17	11125	Stamp Machine Ink	\$ 230.97
7	Passaic Valley Water Commission	6/13/17	11126	Water	\$ 6,002.63
8	Verizon	6/13/17	11127	Phones	\$ 283.60
9	Frank Ciliberto	6/13/17	11128	Employee Benefits Reim.	\$ 350.00
10	Ralph Friedland & Bros., Inc.	6/13/17	11129	Shades	\$ 666.00
11	Business Card	6/13/17	11130	Maint. Supplies & Training	\$ 887.98
12	Noreika Service Station	6/13/17	11131	May 2017 Fuel	\$ 361.00
13	Stone Brook Garden & Landscape	6/13/17	11132	Landscaping Supplies	\$ 1,205.00
14	U.S. Overall Cleaners	6/13/17	11133	Uniform Cleaning	\$ 360.00
15	Henkels & McCoy Group	6/13/17	11134	Gas Certification	\$ 3,200.00
16	Interstate Waste Services	6/13/17	11135	Dumpster Pickup	\$ 842.55
17	Verizon Wireless	6/13/17	11136	Cell Phones	\$ 436.69
18	Rob's Automotive	6/13/17	11137	Whip Repair	\$ 237.98
19	Aardvark LLC	6/13/17	11138	Animal Trap & Removal	\$ 85.00
20	SGTS Maintenance, LLC.	6/13/17	11139	May 2017 Office Clean.	\$ 910.00
21	Jersey Elevator	6/13/17	11140	Elevator Monthly Maintenance	\$ 167.79
22	Ricciardi Brothers	6/13/17	11141	Paint Supplies	\$ 424.23
23	Bill O'shea's Flowers	6/13/17	11142	Tenants 100th Birthday Flowers	\$ 81.95
24	Roofing Sales Co., Inc.	6/13/17	11143	Soffit Supplies	\$ 397.80
25	H.D. Supply	6/13/17	11144	Maintenance Supplies	\$ 78.04
26	Siegel's Hardware	6/13/17	11145	Maintenance Supplies	\$ 217.82
27	Conrad M. Olear, Esq.	6/13/17	11146	PH June'17 Leg. Retain, Evict Hear, Contr.	\$ 2,016.66
28	3G Software Technology, Inc.	6/13/17	2919	June 2017 HAP Check Process.	\$ 1,335.40
29	AMS TIES, Inc.	6/13/17	2920	May 2017 Background Checks	\$ 50.00
30	Conrad M. Olear, Esq.	6/13/17	2921	S8 June'17 Legal Retain & Ext. Ord.	\$ 2,016.66
31	Rachel Gugliotti	6/13/17	1422	Security Deposit Refund	\$ 100.04
32	John Finn	6/13/17	1423	Security Deposit Refund	\$ 150.05
33	NJ Division of Pensions and Benefits	6/14/17	Online	PH Active Employee	\$ 14,195.30
34	NJ Division of Pensions and Benefits	6/14/17	Online	S8 Active Employee	\$ 8,489.22
35	NJ Division of Pensions and Benefits	6/14/17	Online	PH Retired Employee	\$ 4,901.32
36	NJ Division of Pensions and Benefits	6/14/17	Online	S8 Retired Employee	\$ 3,783.17
37	Millennium Mechanical, LLC	6/20/17	11147	Various Maint. Services	\$ 2,429.72
38	Wallace P. Nowosielecki	6/20/17	11148	PH June'17 Acct. Retain.	\$ 1,166.66
39	W.B. Mason	6/20/17	11149	Office Supplies	\$ 148.97
40	Jersey Elevator	6/20/17	11150	Ext. Ord. Service	\$ 235.00
41	Ace Lock & Key Shop	6/20/17	11151	Locks Rekeyed	\$ 52.00
42	H.D. Supply	6/20/17	11152	Maintenance Supplies	\$ 270.00
43	Ricoh	6/20/17	11153	Copy Machine Lease	\$ 453.74
44	Dor-Win	6/20/17	11154	Maintenance Supplies	\$ 902.00
45	Verizon	6/20/17	11155	Phones	\$ 98.69
46	NJ Motor Vehicle Commission	6/20/17	11156	Truck Registration	\$ 280.50
47	Thomas DeSomma	6/20/17	11157	Replenish Petty Cash	\$ 331.86
48	Thomas DeSomma	6/20/17	2922	Replenish Petty Cash	\$ 184.16
49	Wallace P. Nowosielecki	6/20/17	2923	S8 June'17 Acct. Retainer	\$ 1,166.67



**REPORT OF EXECUTIVE DIRECTOR:**

1. Approximate total interest earned to date is total of **\$1,050.00±**

**2. CONTRACT REPORT:**

CONTRACT FOR:		CONTRACT AWARDED TO:
1.		
2.		

**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. Notice/Implementation of Summer Hours
4. MEL/JIF Training Class – "Employee Conduct and Violence Prevention in the Workplace" – scheduled for 06/27/17 – to be attended by all Maintenance Personnel
5. Notice of NJ Delta Dental premium – decrease from 2017 – refer to 2-year rate chart – September 2017 to August 2019
6. Medical Marijuana correspondence forwarded to and signed by all LHA employees
7. Motion to Adjourn the July 20, 2017 and August 17, 2017 Regular Board Meetings – to be discussed

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

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

June 29, 2017

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

1. To date, there are 452 HCV/Section 8 Participants presently on the program
2. FEMA – still under review

**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.)

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

Cody \_\_\_ Lynch \_\_\_ Marra \_\_\_ Schriecks \_\_\_ 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 Hearings – refer to closed session

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

- Personnel Matters – refer to closed session