

MINUTES OF THE REGULAR MEETING OF LODI HOUSING AUTHORITY, 50 BROOKSIDE AVENUE, LODI, NEW JERSEY AT 7:00 PM ON THURSDAY, JANUARY 21, 2016

Pledge of Allegiance: At this time, the Chairman requested everyone to stand for the Pledge of Allegiance.

Call to Order: Chairman Daniel Cody called the Regular Meeting to Order at 7:00 PM and read the following statement, "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."

Chairman Cody read the following, "This meeting has been publicly advertised in compliance with the Open Public Meeting Act and is not being recorded."

Roll Call: Upon Roll Call, the following were found to be present and absent. Present were: Chairman Daniel Cody, Commissioners Vincent Caruso, Paul Vincent Lynch, Robert Marra and Gerald Woods. Also present were: LHA Attorney Conrad M. Olear, Esq., Executive Director/Secretary Treasurer Thomas DeSomma, and Deputy Executive Director Gary Luna. Vice Chairman Albert Di Chiara was absent.

Bids: No Bids

Approval of Minutes:

A motion was made by Commissioner Woods and seconded by Commissioner Lynch to approve the Minutes of the December 16, 2015 Regular Meeting.
Upon Roll Call, the Commissioners voted as follows:

AYES	NAYS	ABSTAINED	ABSENT
Commissioner Caruso Commissioner Lynch Commissioner Woods Chairman Cody	NONE	Commissioner Marra	Vice Chairman Di Chiara

Communications:

1. Submission to Dept. of HUD – Close-Out Documents for CFP NJ39P01150115

Report of Attorney:

- Christina Johanneman (Former Section 8 Participant)
- M. Rouf (Former Section 8 Participant)
- E. Ferrer (Former Section 8 Participant)
- E. Grecco (DVP)
- E. Stellato (DVP)
- Any Other Pending Litigation

REFER TO CLOSED SESSION – ATTORNEY-CLIENT PRIVILEGED DISCUSSIONS FOR RELATED CORRESPONDENCE

Report of Accountant: Nothing at this time.

Report of Security: Nothing at this time.

MINUTES OF REGULAR MEETING – JANUARY 21, 2016 (cont'd)

Bills Agenda:

Motion to Approve the Bills Agenda was made by Commissioner Caruso and Seconded by Commissioner Lynch. Roll Call as follows:

AYES	NAYS	ABSTAINED	ABSENT
Commissioner Caruso Commissioner Lynch Commissioner Marra* Commissioner Woods Chairman Cody	NONE	Commissioner Marra Abstained on #10 only	Vice Chairman Di Chiara

Report of Executive Director:

1. Approximate total interest earned for January 2016 is total of \$610.00±
2. **CONTRACT REPORT:**

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

I HEREBY CERTIFY ALL CONTRACT PRICES WERE OBTAINED IN COMPLIANCE WITH LHA AND THE US DEPARTMENT OF HUD CFR 85-36 ESTABLISHMENT OF PROCUREMENT POLICY.

3. Notice distributed to all LHA Residents informing them of "Smoke-Free Policy" being prepared
4. OPRA Request (via email) received from Ryan Curioni and Executive Director responded with copy of audio CD

Report of Deputy Executive Director/Administrator Section 8/Housing Manager:

1. To date, there are 432 HCV/Section 8 Participants presently on the program
2. Update on Building #4 De Vries Park – main sewer line partial collapse – referenced in Board Resolution #15-19
3. Inoperable alarm/call-to-aid system at North Main Street S/C Complex

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.)

Motion to Approve Resolutions by Consent Agenda was made by Commissioner Caruso and seconded by Commissioner Marra.

AYES	NAYS	ABSTAINED	ABSENT
Commissioner Caruso Commissioner Lynch Commissioner Marra Commissioner Woods Chairman Cody	NONE	NONE	Vice Chairman Di Chiara

Resolution #15-19	Declaration of Emergency Expenditure – Repair of Underground Main Sewer Line at DVP Complex (Building #4)
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MINUTES OF REGULAR MEETING – JANUARY 21, 2016 (cont'd)

Report of Commissioner:

Unfinished Business:

Old Business:

New Business:

Good & Welfare:

Hearing of Citizens:

Chairman Cody read the following statement: "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: 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.

- **CITIZENS IN ATTENDANCE: NONE**

Closed Session:

**CLIENT-ATTORNEY PRIVILEGED INFORMATION
(Not to be included on website or 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.

**Motion to go into Closed Session was made by
Commissioner Marra and seconded by Commissioner Lynch.**

AYES	NAYS	ABSTAINED	ABSENT
Commissioner Caruso Commissioner Lynch Commissioner Marra Commissioner Woods Chairman Cody	NONE	NONE	Vice Chairman Di Chiara

LHA ATTORNEY REQUESTED THAT TAPE RECORDER BE PAUSED AT THIS TIME.

MINUTES OF REGULAR MEETING – JANUARY 21, 2016 (cont'd)

Motion to end Closed Session and return to Regular Order of Business was made by Commissioner Woods and seconded by Commissioner Marra.

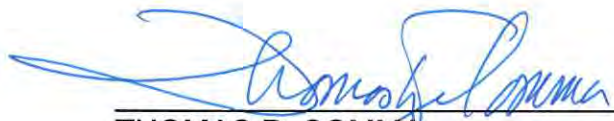
AYES	NAYS	ABSTAINED	ABSENT
Commissioner Caruso Commissioner Lynch Commissioner Marra Commissioner Woods Chairman Cody	NONE	NONE	Vice Chairman Di Chiara

Adjournment:

Motion to Adjourn was made by Commissioner Woods and seconded by Commissioner Lynch.

AYES	NAYS	ABSTAINED	ABSENT
Commissioner Caruso Commissioner Lynch Commissioner Marra Commissioner Woods Chairman Cody	NONE	NONE	Vice Chairman Di Chiara

Meeting was Adjourned at 7:50 PM and Chairman Cody declared the Regular Meeting closed.



THOMAS DeSOMMA
Executive Director/Secretary Treasurer



DANIEL CODY
Chairman

Transcribed by:



Typed by:



MONTHLY BILLS AGENDA -- JANUARY 2016

PUBLIC HOUSING & SECTION 8

	CHECK PAYABLE TO	DATE	CHK #	EXPLANATION	AMOUNT
DISBURSEMENT AS REFLECTED IN PAYROLL PERIOD					
01/03/16 - 01/16/16 THRU 01/17/16 - 01/30/16					
ARE HEREBY APPROVED					
1	New Jersey Public Housing Authority, Jf	12/23/15	10372	NJPHA - JIF 2016 INS	\$ 56,780.26
2	Passaic Valley Water Commission	12/23/15	10373	Water / Sewer	\$ 5,604.91
3	Wallington Plumbing & Heating Supply C	12/23/15	10374	Faucets (2)	\$ 314.34
4	Verizon	12/23/15	10375	Phones	\$ 278.94
5	Pitney Bowes	12/23/15	10376	Office Stamp Machine	\$ 301.14
6	W.B. Mason Co., Inc.	12/23/15	10377	PH Office Stock	\$ 367.30
7	Millennium Mechanical, Llc	12/23/15	10378	Boiler #1 Not Firing	\$ 2,476.19
8	Thomas Jefferson Middle School Njhs	12/23/15	10379	Donation / Ad	\$ 200.00
9	Dor-Win Mfg.	12/23/15	10380	Glass Repair	\$ 268.00
10	Cablevision	12/23/15	10381	DVP & Rennie	\$ 479.40
11	Aa Chem-Dry Of North Jersey	12/23/15	10382	NM-3 & R-1	\$ 415.00
12	Swift Electrical Supply Company	12/23/15	10383	DVP Porch Lights	\$ 103.03
13	Jersey Elevator Co., Inc.	12/23/15	10384	Annual Maintenance	\$ 162.90
14	Safeguard Business Systems	12/23/15	10385	Window Envelopes	\$ 124.73
15	Jay Bee Flooring, Llc	12/23/15	10386	Apt 5-F	\$ 629.00
16	Pse&G	12/23/15	10387	Utilities	\$ 23,484.66
17	New Jersey Public Housing Authority, Jf	12/23/15	2738	NJPHA - JIF 2016 INS	\$ 25,000.00
18	W.B. Mason Co., Inc.	12/23/15	2739	S8 Office Stock	\$ 583.51
19	Ready Refresh	12/23/15	2740	Water / Coffee	\$ 397.51
20	John's Service	12/23/15	2741	Car Repairs	\$ 1,776.14
21	VOID	12/28/15	10388	VOID	\$ -
22	Millennium Mechanical, Llc	12/30/15	10389	Contract Work - A/C - Boilers	\$ 4,513.60
23	Jay Bee Flooring, Llc	12/30/15	10390	Apt 34 Rennie	\$ 376.00
24	Dor-Win Mfg.	12/30/15	10391	Window Repair	\$ 576.00
25	Home Depot Credit Service	12/31/15	10392	Maint Stock	\$ 199.82
26	Siegel'S Hardware	12/31/15	10393	Tile Grout / Stock	\$ 43.30
27	Stone Brook Garden & Landscape Supp	12/31/15	10394	X-mas Wreaths	\$ 650.00
28	Wallington Plumbing & Heating Supply C	12/31/15	10395	Expansion Tank / Stock	\$ 595.97
29	Acuity Specialty Products, Inc.	12/31/15	10396	Maint Stock	\$ 2,069.02
30	Purchase Power	12/31/15	10397	Office Stamp Machine	\$ 641.98
31	Anchor Pest Control	12/31/15	10398	Monthly Service	\$ 275.00
32	John'S Service	12/31/15	10399	Oil Change / Yukon	\$ 66.55
33	Swift Electrical Supply Company	12/31/15	10400	Kitchen Bulbs	\$ 20.72
34	Ricciardi Brothers-Maplewood	12/31/15	10401	Paint / Stock	\$ 510.16
35	Paulhus & Associates, Inc.	12/31/15	10402	PH 50058 Processing	\$ 162.75
36	Paulhus & Associates, Inc.	12/31/15	2742	S8 50058 Processing	\$ 204.75
37	U.S. Overall Cleaners	01/06/16	10403	Maint Uniform Cleaning	\$ 637.50
38	American Messaging	01/06/16	10404	Emer Beepers	\$ 39.11
39	Verizon Wireless	01/06/16	10405	Phones	\$ 431.64
40	Wilmar	01/06/16	10406	Toilet Seats / Stock	\$ 626.86
41	Business Card	01/06/16	10407	Intercoms/Tractor Belt/Misc	\$ 707.64
42	The Corner Nursery, Llc	01/06/16	10408	Ice Melt	\$ 900.00
43	John's Service	01/06/16	10409	Yukon Door repaired	\$ 128.00
44	Ams Ties, Inc.	01/06/16	10410	Background Checks (PH)	\$ 60.00
45	Noreika Service Station	01/06/16	10411	Fuel	\$ 303.00
46	Ams Ties, Inc.	01/06/16	2743	Background Checks (S8)	\$ 190.00
47	3G Software Technology, Inc.	01/06/16	2744	HAP Checks (Jan-16)	\$ 1,329.52
48	New Jersey Nahro	01/06/16	2745	Membership Dues (2016)	\$ 175.00
49	S.H.B.P Health Benefits (Active)	01/14/16	online	Public Housing	\$ 14,217.93
50	S.H.B.P Health Benefits (Active)	01/14/16	online	Section 8	\$ 7,707.53



MONTHLY BILLS AGENDA -- JANUARY 2016

PUBLIC HOUSING & SECTION 8

	CHECK PAYABLE TO	DATE	CHK #	EXPLANATION	AMOUNT
DISBURSEMENT AS REFLECTED IN PAYROLL PERIOD					
01/03/16 - 01/16/16 THRU 01/17/16 - 01/30/16					
ARE HEREBY APPROVED					
51	S.H.B.P Health Benefits (Retirees)	01/14/16	online	Public Housing	\$ 2,161.81
52	S.H.B.P Health Benefits (Retirees)	01/14/16	online	Section 8	\$ 3,783.17
53	Employee Pers Contribution	01/05/16	online	Employee Pers Contribution	\$ 5,050.26
54	Employee Pers Contribution	01/06/16	online	Employee Pers Contribution	\$ 2,608.35
55	Verizon	01/20/16	10412	Phones	\$ 32.65
56	Strasser & Associates, P.C.	01/20/16	10413	PH Legal Retainer	\$ 1,166.66
57	Ricoh - Philadelphia	01/20/16	10414	Office Copier	\$ 476.43
58	Lodi Old Timers Little League	01/20/16	10415	Sponsor Sign	\$ 100.00
59	Verizon	01/20/16	10416	Phones	\$ 274.39
60	Wallace Nowosielecki	01/20/16	10417	PH Acct Retainer	\$ 1,166.66
61	Dor-Win Mfg.	01/20/16	10418	Windows	\$ 612.00
62	John'S Service	01/20/16	10419	Yukon Service	\$ 228.65
63	Teletrac, Inc.	01/20/16	10420	Maint GPS (trucks)	\$ 269.91
64	Ace Lock & Key Shop	01/20/16	10421	Locks rekeyed (Yukon)	\$ 34.00
65	A & A Painting & Contracting Co.	01/20/16	10422	Apt 15-D and 17-C	\$ 1,560.00
66	Jay Bee Flooring, Llc	01/20/16	10423	Apt 21-E	\$ 629.00
67	Home Depot Credit Service	01/20/16	10424	Smoke Alarms	\$ 215.78
68	PSE&G	01/20/16	10425	Utilities	\$ 27,374.03
69	Grainger	01/20/16	10426	Pipe Repair Clamp	\$ 84.19
70	W.B. Mason Co., Inc.	01/20/16	2746	Office Stock	\$ 482.49
71	North Jersey Media Group	01/20/16	2747	Public Notice	\$ 201.20
72	3-D Communications	01/20/16	2748	Website Hosting (Annual)	\$ 1,495.00
73	Ricoh Usa, Inc	01/20/16	2749	Office Copier	\$ 327.48
74	Sgts . Maintenance, Llc	01/20/16	2750	Office Cleaning	\$ 880.00
75	Nj Advance Media	01/20/16	2751	Star Ledger Ad	\$ 308.96
76	Wallace Nowosielecki	01/20/16	2752	S8 Acct Fee	\$ 1,166.67
77	Presto Print & Copy	01/20/16	2753	Request for Leave Slips	\$ 170.00
78	Strasser & Associates, P.C.	01/20/16	2754	S8 Legal Retainer	\$ 1,166.66
79	Delta Dental	01/19/16	online	PH Dental	\$ 1,434.32
80	Delta Dental	01/19/16	online	S8 Dental	\$ 870.76

8

RESOLUTION NO. 15-19

Governing Body Recorded Vote – Members:

- M Commissioner V. Caruso
- Commissioner P. Lynch
- S Commissioner R. Marra
- Commissioner G. Woods
- Commissioner A. Di Chiara
- Commissioner D. Cody

<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>	<u>Absent</u>
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✓
✓
✓
✓
✓

Approved Denied

REVIEWED AND APPROVED AS TO LEGALITY:



LHA ATTORNEY – CONRAD M. OLEAR, ESQ.

DECLARATION OF EMERGENCY EXPENDITURE
EMERGENCY REPAIR OF UNDERGROUND MAIN SEWER LINE –
DE VRIES PARK FAMILY COMPLEX – BUILDING #4

WHEREAS, on January 6, 2016, the underground main sewer line at Building #4, De Vries Park, required Lodi Housing Authority (LHA) to retain an outside contractor to remove and repair said piping; and

WHEREAS, in order to determine whether or not to remove, repair and replace the underground main sewer line, LHA retained the services of All American Sewer Service II, Inc., PO Box 605, Lodi, New Jersey to make such determination as to extent of emergency repairs (refer to attached memo and invoice related to work to be performed); and

WHEREAS, as Executive Director (refer to attached Emergency Certification by Supervisor of Maintenance and Deputy Executive Director), I hereby certified that the underground main sewer line, referenced above, created a threat to LHA’s tenants’ health, safety and welfare, and further declared an Emergency existed; and

NOW, THEREFORE BE IT RESOLVED, that said Emergency affected all the Authority’s tenants’ health, safety and welfare, as defined in NJSA 40A:11.6, and required immediate remediation.

BE IT FURTHER RESOLVED, all such related expenditures be classified as “Emergency Expenditures,” and such related bills & payments are hereby authorized to be paid from any and all available funds either under the Authority and Public Housing Authority’s Operating Program and/or Operating Reserves.

THIS IS TO CERTIFY THAT THE ABOVE IS A TRUE COPY AS ADOPTED BY THE HOUSING AUTHORITY OF THE BOROUGH OF LODI AT THE MEETING HELD ON:

Thursday January 21, 2016



EXECUTIVE DIRECTOR/SECRETARY-TREASURER