

**MINUTES OF THE REGULAR MEETING
OF THE LODI HOUSING AUTHORITY
HELD AT 50 BROOKSIDE AVENUE,
LODI, NJ AT 7:00 PM ON THURSDAY,
NOVEMBER 19, 2015**

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."

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

Chairman Cody read the following, "This meeting has been publicly advertised in compliance with the Open Public Meeting Act and is being recorded."

Note: When transcribing the minutes from the tape recording, it was determined that the tape recorder malfunctioned; therefore, the following Minutes of the November 19, 2015 Regular Meeting of Lodi Housing Authority were transcribed from meeting notes.

Roll Call: Upon Roll Call, the following were found to be present and absent. Present were: Chairman Daniel Cody, Vice Chairman Albert Di Chiara, 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, Deputy Executive Director Gary Luna. None were absent.

Bids: No Bids

Approval of Minutes:

A motion was made by Commissioner Marra and seconded by Commissioner Woods to approve the Minutes of the October 29, 2015 Regular Meeting. Upon Roll Call, the Commissioners voted as follows:

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

Communications:

1. Dept. of HUD – Notification of Utility Adjustment Inflation Factor CY 2016 is -4%
2. NJPHA JIF – Notice of Dividend to LHA of \$5,531.43 to be applied to 2016 premium cost
3. Smoke-Free Public Housing rule – **eminent!**

Report of Attorney:

**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 – NOVEMBER 19, 2015 (cont'd)

Bills Agenda:

Motion to Approve the Bills Agenda was made by Vice Chairman Di Chiara and Seconded by Commissioner Woods. Roll Call as follows:

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

Report of Executive Director:

1. Approximate total interest earned for October 2015 is total of **\$210.00±**
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. LHA will advertise for RFQ for its insurance Risk Manager
4. LHA has received and distributed 30 Lodi Shop Rite gift certificates and hopefully, LHA may also receive Christmas gift cards for distribution

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

1. To date, there are **427** 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.)

Motion to Approve Resolutions by Consent Agenda was made by Vice Chairman Di Chiara and seconded by Commissioner Lynch.

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

MINUTES OF REGULAR MEETING – NOVEMBER 19, 2015 (cont'd)

1. Resolution #15-01	Tenant Charges for Family/Senior Residents – Effective 12/01/15
2. Resolution #15-02	Annual Certification of Executive Director/Secretary Treasurer's & Commissioners' Completion of Mandated Training – NJSA 40A:12A-46 & NJAC 5:44-2.4
3. Resolution #15-03	Declaration of Emergency Repair of 2" Underground Hot Water Line at Building #6 (De Vries Park Family Complex)
4. Resolution #15-04	LHA Petty Cash Fund - \$600 Per Month for Public Housing & Section 8 Rental Assistance Programs
5. Resolution #15-05	Amendment of LHA's By-Laws and its Regular Meeting Agenda for Public Meetings – To Include "Closed Session Excluding Members of the Public"
6. Resolution #15-06	HAP (Section 8 Landlord) Data & Check Processing Contract Awarded to 3 G Software Technology, Inc. – One-Year Contract 01/01/16 – 12/13/16
7. Resolution #15-07	Disposal of Vehicles – 2001 Buick Park Avenue – Plate #RJP56G (VIN 1 1G4CW54K714254234 – MILEAGE: 105,000) and 2003 Buick Regal – Plate #PDA37N (VIN 2G4WB52K331285569 – EST. MILEAGE 110,000 – odometer inoperable)

Report of Commissioner:

Old Business:

New Business: (As reported by the Executive Director)

1. RFQ Insurance Risk Manager – due 12/10/15
2. DVP Building #13 – underground heat line – receiving emergency quotes to repair
3. Received 11/19/15 – Civil Action Summons – forwarded to LHA Counsel & LHA insurance (NJPHAJIF)

Good & Welfare:

Hearing of Citizens:

Eva Grecco: I was going to commend the Housing Authority the way it has its Meeting Agenda, but now I can see the Agenda has changed, particularly, Closed Session. The way you had it before was correct; now, it's wrong and in violation of the law. Closed Session, nothing is listed in Attorney's Report. You are supposed to have the items listed to be discussed.

Also, I am asking to have my apartment painted. I moved in 9 years ago and I just painted the bedroom. If you want, I have Section 3 of the lease to show you. Also, Jerry Fazinetz from Maintenance power-washed the front and back doors, and front door has white film on it and back door is peeling/flakey.

Executive Director: Painting is done on an "as-needed" basis and after a tenant's request. I will accept this as your request, at which time, the front and back doors will be scheduled. You will be contacted by Maintenance to schedule.

Eva Grecco: I have been talking to a lot of tenants and they are disappointed to hear Lee Morrell retired and you (meaning the Authority and/or Executive Director) forced Lee to retire.

Executive Director: That's not true.

Eva Grecco: Oh, yes, you forced Lee to retire.

Executive Director: Again, that's not true! You do not know what you're talking about, again—another one of your distortions.

Eva Grecco: I know it for a fact! You forced Lee to retire and tenants know it, too.

Executive Director: You continue to distort things over and over—We did not force Lee to retire.

MINUTES OF REGULAR MEETING – NOVEMBER 19, 2015 (cont'd)

- Chairman Dan Cody: That is a fact.
- Eva Grecco: (Responding to Chairman Cody) – That's a fine way to talk, with your attitude.
- Chairman Dan Cody: Again, that is a fact – we did not force Lee to retire.
- Eva Grecco: (stated to Executive Director) – You are always out. You are out and even HUD knows you are never here.
- Executive Director: Are you kidding? I am always here, sometimes, even at night and weekends. Again, your distortions, over and over again! You just do not know what you are talking about.
- Eva Grecco: HUD knows you're not here and we are watching all and getting all records in Lodi.
- Executive Director: That's good. Make sure they get the days, nights, and weekends I am here.
- Eva Grecco: Really gets to you HUD knows. (She further stated to Executive Director) – I have been threatened by your family.
- Executive Director: What are you talking about? I do not know what you're talking about, and if you were threatened, go to Police and make a report and sign a complaint.
- Eva Grecco: And I don't owe you anything.
- Executive Director: What are you talking about? Do you know what you are talking about?
- Eva Grecco: You don't intimidate me by going to Council Meetings. I don't owe you any favors. You never went to Council Meetings.
- Executive Director: I've been going to Council Meetings on and off for 15+ years. Are you sure you know what you are talking about? I do not think you know what you are talking about. Again, I have been going on and off to Council Meetings 15+ about 20+ years.
- Eva Grecco: I don't owe you anything.
- Executive Director: What are you talking about? No one ever said that you owe anybody anything.
- Eva Grecco: You're never here and what do you think you're going to get a big pay out like Commissioner Caruso did.
- Commissioner Vincent Caruso: What did you say?
- Eva Grecco: You heard me. I said like the big pay out you got from the Boro. Guess it bothers you.
- Commissioner Vincent Caruso: I received what was in my contract and didn't get anything I didn't deserve or wasn't entitled to as Police Chief, and I put more time than anyone in the Boro. You and everyone else can go to the Boro and get whatever records you want, and you can tell that to everyone else, too, including your friend Curioni.
- Eva Grecco: Really gets to you, what I said. Everyone knows you were never there and on vacation all the time.

MINUTES OF REGULAR MEETING – NOVEMBER 19, 2015 (cont'd)

- Commissioner Vincent Caruso: Are you calling me a thief, like Curioni did on his blog? If that's the case, you will hear from my lawyer.
- Chairman Dan Cody: (Hitting the gavel and stated) – Order...Order! (but dialogue continued between Executive Director, Commissioner Caruso, and Eva Grecco.
- Chairman Dan Cody: (Stated to Eva) – Your discussion must pertain to Housing Authority business and should you continue, you will be ruled "Out of Order" and asked to leave.
- Eva Grecco: I am leaving. (As she approached the door, she stated loudly) – Really gets to you what I said and you should get the attorney that sent letter to Ryan Curioni.

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 Woods and seconded by Vice Chairman Di Chiara.

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

MINUTES OF REGULAR MEETING – NOVEMBER 19, 2015 (cont'd)

Motion to end Closed Session and return to Regular Order of Business was made by Vice Chairman Di Chiara and seconded by Commissioner Woods.

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

Unfinished Business:


Adjournment:

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

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

Meeting was Adjourned at 7:21 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 -- NOVEMBER 2015

PUBLIC HOUSING & SECTION 8

CHECK PAYABLE TO	DATE	CHK #	EXPLANATION	AMOUNT
DISBURSEMENT AS REFLECTED IN PAYROLL PERIOD				
11/08/2015 - 11/21/2015 THRU 11/22/2015 - 12/05/2015				
ARE HEREBY APPROVED				
1	Fema Flood Payments	11/02/15	10290	Flood Insurance (Seniors) \$ 8,355.00
2	American Messaging	11/02/15	10291	Emergency Beepers \$ 37.58
3	Wallington Plumbing & Heating Supp	11/02/15	10292	Boiler Room Stock \$ 786.27
4	Lodi Fire Prevention Bureau	11/02/15	10293	Registration Fee \$ 675.00
5	Jay Bee Flooring, Llc	11/02/15	10294	for Massey #21 \$ 1,200.00
6	W.B. Mason Co., Inc.	11/02/15	10295	Office Stock \$ 798.87
7	Verizon Wireless	11/02/15	10296	Phones \$ 430.02
8	Lodi Housing Authority	11/02/15	2721	X-fer from Sec 8 to PH \$ 14,500.00
9	Ace Lock & Key Shop	11/09/15	10297	Keys (21-C & Boiler Rm) \$ 12.00
10	Wilmar	11/09/15	10298	Faucets \$ 509.56
11	All American Sewer Service II, Inc	11/09/15	10299	Emer Snake (Bldg # 4) \$ 1,000.00
12	Sgts . Maintenance, Llc	11/09/15	10300	Office Cleaning \$ 934.00
13	Interstate Waste Services Of New Je	11/09/15	10301	S/C Scavanger (3 months) \$ 2,527.65
14	Garfield Lumber & Millworks, Inc.	11/09/15	10302	Doors \$ 630.01
15	Pitney Bowes Inc	11/09/15	10303	Stamp Machine Tape \$ 54.38
16	U.S. Overall Cleaners	11/09/15	10304	Uniform Service \$ 637.50
17	Ricciardi Brothers-Maplewood	11/09/15	10305	Paint / Stock \$ 100.05
18	Mazteck	11/09/15	10306	Renew Hosting / L King Comp \$ 185.00
19	Paulhus & Associates, Inc.	11/09/15	10307	PH 50058 Processing \$ 157.50
20	Ams Ties, Inc.	11/09/15	10308	PH Background Checks \$ 70.00
21	Noreika Service Station	11/09/15	10309	PH Fuel \$ 407.00
22	Paulhus & Associates, Inc.	11/09/15	2722	S8 50058 processing \$ 283.50
23	Ams Ties, Inc.	11/09/15	2723	S8 Background Checks \$ 90.00
24	Noreika Service Station	11/09/15	2724	S8 Fuel \$ 82.00
25	S.H.B.P Health Benefits (Active)	11/13/15	online	Public Housing \$ 15,334.71
26	S.H.B.P Health Benefits (Active)	11/13/15	online	Section 8 \$ 5,429.64
27	S.H.B.P Health Benefits (Retirees)	11/13/15	online	Public Housing \$ 3,281.05
28	S.H.B.P Health Benefits (Retirees)	11/13/15	online	Section 8 \$ 3,094.44
29	Noreika Service Station	11/10/15	10310	PH Fuel from 9/30/15 \$ 359.00
30	Custom Counters	11/16/15	10311	Countertop 21-C \$ 156.73
31	Dor-Win Mfg.	11/16/15	10312	Windows Repaired \$ 467.50
32	North Jersey Media Group	11/16/15	10313	Legal Notice - Add \$ 36.34
33	Verizon	11/16/15	10314	Phones \$ 61.43
34	Shop Rite Of Lodi	11/16/15	10315	Tenant Gift Cards (30) \$ 900.00
35	Aa Chem-Dry Of North Jersey	11/16/15	10316	Carpets Cleaned (various loc) \$ 685.00
36	Ricoh - Philadelphia	11/16/15	10317	Office Copier Contract \$ 476.43
37	Wilmar	11/16/15	10318	Hall Lights \$ 325.12
38	Alicia Reilly	11/16/15	10319	Eyeglasses (10/1/15-9/30/16) \$ 312.00
39	Employee Benefits (Dental)	11/16/15	online	Public Housing \$ 1,438.72
40	Employee Benefits (Dental)	11/16/15	online	Section 8 \$ 866.36
41	Strasser & Associates, P.C.	11/18/15	10320	PH Retainer/Extra Lit \$ 3,870.66
42	Wallace Nowosielecki	11/18/15	10321	Nov PH Acct Fee \$ 1,166.66
43	Rachles/Michele'S Oil Company	11/18/15	10322	Heating Oil \$ 4,448.10
44	Pse&G	11/18/15	10323	Utilities \$ 20,253.20
45	Wallace Nowosielecki	11/18/15	2725	Sec 8 Acct retainer \$ 1,166.67
46	Strasser & Associates, P.C.	11/18/15	2726	Sec 8 Legal Retainer \$ 1,166.66

7

RESOLUTION NO. 15-08

Governing Body Recorded Vote – Members:

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

Aye Nay Abstain Absent

✓
✓
✓
✓
✓

Approved Denied

REVIEWED AND APPROVED AS TO LEGALITY:


LHA ATTORNEY – CONRAD M. OLEAR, ESQ

DECLARATION OF EMERGENCY EXPENDITURE

EMERGENCY REPAIR OF COLLAPSED UNDERGROUND MAIN SEWER LINE – DE VRIES PARK FAMILY COMPLEX – BUILDING #6

WHEREAS, on October 23, 2015, the 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 collapsed 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 Supervisor of Maintenance’s attached Emergency Certification), I hereby certified that the collapsed main sewer line, referenced above, created a threat to LHA’s tenants’ health, safety and welfare, and further declared an Emergency existed; and


WHEREAS, the said collapsed sewer line was a result of PSE&G’s work related to gas lines on Union Street (and said repair costs will be back-charged to PSE&G).

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 November 19, 2015


EXECUTIVE DIRECTOR/SECRETARY-TREASURER

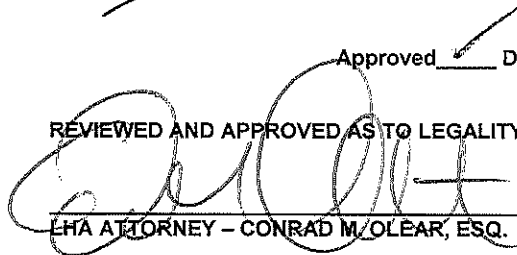
RESOLUTION NO. 15-10

Governing Body Recorded Vote – Members:

	<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>	<u>Absent</u>
Commissioner V. Caruso	✓			
← Commissioner P. Lynch	✓			
Commissioner R. Marra	✓			
Commissioner G. Woods	✓			
M Commissioner A. Di Chiara	✓			
Commissioner D. Cody				

Approved Denied

REVIEWED AND APPROVED AS TO LEGALITY:



LHA ATTORNEY – CONRAD M. O'LEARY, ESQ.

**AMENDMENT TO STATEMENT OF PERSONNEL POLICY/
EMPLOYEE PERSONNEL HANDBOOK
~ TRAVEL POLICY, SECTION XVIII ~**

WHEREAS, the Lodi Housing Authority (LHA) Board of Commissioners (Board) has reviewed and discussed changes to LHA's Statement of Personnel Policy/Employee Personnel Handbook, specifically Section XVIII entitled Travel; and

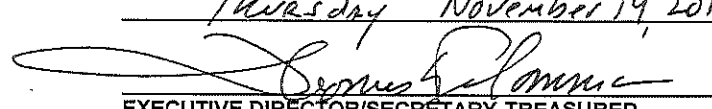
WHEREAS, upon said review and discussion, the Board wishes to amend Travel Policy, Section XVIII, Paragraph 6 to read as follows:

Employees, Commissioners, Agents of the LHA shall be entitled to Actual meal expenses per day for attendance to workshops/conventions/training sessions. The "Actual Meal Expense" per day shall be allowable expense; substantiated by receipts covering breakfast, lunch, and dinner, etc. not to exceed \$55.00 per diem; gratuities are included in the not-to-exceed \$55.00 per diem meal expense and monthly meeting food expense shall not exceed \$100 per meeting.

NOW, THEREFORE, BE IT RESOLVED, the changes made to Section XVIII, Travel, reflected herein shall be effective November 2015.

NOW, THEREFORE, BE IT FURTHER RESOLVED, upon adoption of this Resolution #15-10, the Statement of Personnel Policy/Employee Personnel Handbook, Section XVIII shall be amended accordingly.

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 November 19, 2015

 EXECUTIVE DIRECTOR/SECRETARY-TREASURER

RESOLUTION NO. 15-11

Governing Body Recorded Vote – Members:

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

Aye Nay Abstain Absent

(Handwritten marks under Aye column)

Approved Denied

REVIEWED AND APPROVED AS TO LEGALITY:

(Handwritten signature)
LHA ATTORNEY – CONRAD M. OLEAR, ESQ.

**AMENDMENT TO BY-LAWS
ARTICLE III MEETINGS
SECTION 5 "ORDER OF BUSINESS"**

WHEREAS, the Executive Director/Secretary Treasurer of the Lodi Housing Authority (LHA) periodically reviews and makes recommendations to LHA's By-Laws, as he deems in the best interest of the Authority; and

WHEREAS, the Executive Director/Secretary Treasurer has recently reviewed Article III Meetings, specifically, Section 5 "Order of Business" and hereby recommends that the LHA Board of Commissioners (Board) consider adopting the "Order of Business" for its Regular Meetings as follows:

- CALL TO ORDER
- PLEDGE OF ALLEGIANCE
- NOTICE OF MEETING
- ROLL CALL
- BIDS
- APPROVAL OF MINUTES
- 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
- REPORT OF COMMISSIONERS
- UNFINISHED BUSINESS
- OLD BUSINESS
- NEW BUSINESS
- GOOD & WELFARE
- HEARING OF CITIZENS
- CLOSED SESSION – ATTORNEY-CLIENT PRIVILEGED DISCUSSIONS
- ADJOURNMENT

NOW, THEREFORE, BE IT RESOLVED, as recommended by Executive Director/Secretary Treasurer, the "Order of Business" for its Regular Meetings, as referenced in the preceding paragraph, is hereby approved.

NOW, THEREFORE, BE IT FURTHER RESOLVED, said Amendment to LHA's By-Laws entitled Article III Meetings, Section 5 Order of Business is hereby approved to reflect the changes referenced herein and to be effective 45 days after adoption of this Resolution.

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 November 19, 2015

(Handwritten signature)
EXECUTIVE DIRECTOR/SECRETARY-TREASURER

RESOLUTION NO. 15-12

Governing Body Recorded Vote – Members:

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

Aye Nay Abstain Absent

(Handwritten marks under Aye)

Approved Denied

REVIEWED AND APPROVED AS TO LEGALITY:

(Signature)
LHA ATTORNEY – CONRAD M. O'LEAR, ESQ.

**AMENDMENT TO STATEMENT OF PERSONNEL POLICY/
EMPLOYEE PERSONNEL HANDBOOK – 2 SECTIONS
~ VACATION LEAVE, SECTION VII ~
~ SICK LEAVE, SECTION VIII ~**

WHEREAS, the Lodi Housing Authority (LHA) Board of Commissioners (Board) has reviewed and discussed changes to LHA's Statement of Personnel Policy/Employee Personnel Handbook, specifically Section VII entitled Vacation Leave and Section VIII entitled Sick Leave; and

WHEREAS, upon said review and discussion, the Board wishes to amend LHA's **Vacation Leave (Section VII)** and **Sick Leave (Section VIII)** to read as follows:

VII. VACATION LEAVE:

Executive Management Salary Guide Employees Only: As listed below:

1 st year up to 2 years of Continuous Service (CS)	= 12 vacation days
After 2 years of CS to 10 years of CS	= 15 vacation days
After 10 years of CS to 15 years of CS	= 18 vacation days
After 20 years of CS	= 20 vacation days
After 30 years of CS	= 22 vacation days
After 35 years of CS	= 24 vacation days

VIII. SICK LEAVE:

Earned Sick Leave (Regular Full-Time Employees Only): Regular full-time employees must work minimum time period as provided by NJAC 4A:6.1-3 which is as follows and shall be entitled to the following sick leave:

- After the initial month of employment and up to the end of the first calendar year, employees shall be credited with one working day for each month of service. Thereafter, at the beginning of each calendar year in anticipation of continued employment, employees shall be credited with sick leave as follows:

1 st Calendar Year of Employment	= 12 days
2 nd Calendar Year & Thereafter	= 15 days

Executive Management Salary Guide Employees Only: As listed below:

1 st Calendar Year of Employment	= 12 days
2 nd Calendar Year & Thereafter	= 15 days
After 30 years of CS	= 17 days
After 35 years of CS	= 19 days

NOW, THEREFORE, BE IT RESOLVED, the changes made to Section VII, Vacation Leave, and Section VIII, Sick Leave, reflected herein, shall be effective CY 2016 (January 1, 2016).

NOW, THEREFORE, BE IT FURTHER RESOLVED, upon adoption of this Resolution #15-12, the Statement of Personnel Policy/Employee Personnel Handbook, Section VII and Section VIII shall be amended accordingly.

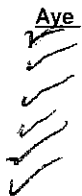
THIS IS TO CERTIFY THAT THE ABOVE IS A TRUE COPY AS ADOPTED BY THE HOUSING AUTHORITY OF THE BOROUGH OF LODI AT THE MEETING HELD ON:

Thursday November 19, 2015
(Signature)
EXECUTIVE DIRECTOR/SECRETARY-TREASURER

RESOLUTION NO. 15-13


Governing Body Recorded Vote – Members:

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

Aye Nay Abstain Absent


Approved Denied

REVIEWED AND APPROVED AS TO LEGALITY:


 LHA ATTORNEY – CONRAD M. OLEAR, ESQ.

APPROVAL OF BOARD MEETING DATES FOR 2016

BE IT RESOLVED, by the Housing Authority of the Borough of Lodi that the Public Meetings of the Housing Authority of the Borough of Lodi will be held at the Lodi Housing Authority Community Room, 50 Brookside Avenue, Lodi, New Jersey in accordance with the Sunshine Law. Regular Meetings will be held according to the following schedule:

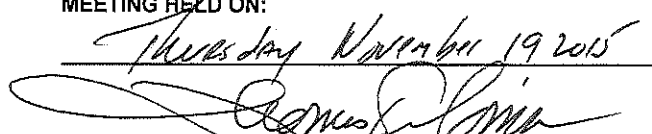
REGULAR MEETING	DAY	TIME
JANUARY 21, 2016	THURSDAY	7:00 P.M.
FEBRUARY 18, 2016	THURSDAY	7:00 P.M.
MARCH 17, 2016	THURSDAY	7:00 P.M.
APRIL 21, 2016	THURSDAY	7:00 P.M.
MAY 19, 2016 ANNUAL REORGANIZATION MEETING (REGULAR MEETING TO FOLLOW)	THURSDAY	7:00 P.M.
JUNE 16, 2016	THURSDAY	7:00 P.M.
JULY 21, 2016	THURSDAY	7:00 P.M.
AUGUST 18, 2016	THURSDAY	7:00 P.M.
SEPTEMBER 15, 2016	THURSDAY	7:00 P.M.
OCTOBER 20, 2016	THURSDAY	7:00 P.M.
NOVEMBER 17, 2016	THURSDAY	7:00 P.M.
DECEMBER 15, 2016	THURSDAY	7:00 P.M.

The following is the Regular Meeting Agenda of the Housing Authority of the Borough of Lodi:

- CALL TO ORDER
- PLEDGE OF ALLEGIANCE
- NOTICE OF MEETING
- ROLL CALL
- BIDS
- APPROVAL OF MINUTES
- COMMUNICATIONS
- REPORT OF ATTORNEY
- REPORT OF ACCOUNTANT
- REPORT OF SECURITY
- MONTHLY BILLS – PUBLIC HOUSING & SECTION 8
- REPORT OF EXECUTIVE DIRECTOR
- REPORT OF DEPUTY EXECUTIVE DIR./ADMIN. OF SECTION 8/HOUSING MANAGER
- RESOLUTIONS
- REPORT OF COMMISSIONERS
- UNFINISHED BUSINESS
- OLD BUSINESS
- NEW BUSINESS
- GOOD AND WELFARE
- HEARING OF CITIZENS
- CLOSED SESSION – ATTORNEY-CLIENT PRIVILEGED DISCUSSIONS
- ADJOURNMENT

Any changes to the above-scheduled Regular Meeting dates require 48-hour notice. Any Special Meeting will be held with 48-hour notice prior to Special Meeting.

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 November 19 2015

 EXECUTIVE DIRECTOR/SECRETARY-TREASURER