

MINUTES OF THE REGULAR MEETING OF LODI HOUSING AUTHORITY, 50 BROOKSIDE AVENUE, LODI, NEW JERSEY AT 7:00 PM ON THURSDAY, DECEMBER 28, 2017

Call to Order: The Meeting was chaired by Chairman Paul V. Lynch who called the Regular Meeting to Order at 7:00 PM.

Pledge of Allegiance: Chairman Lynch requested everyone stand for the Pledge of Allegiance.

After the Pledge, the Chairman made the following statement, "This Agenda is posted to inform the Public of actions being considered by the Authority's Board of Commissioners and its Executive Director/Secretary Treasurer. There may be additions and deletions prior to the Board Meeting before taking final action." Chairman Lynch also stated the following, "This meeting has been publicly advertised in compliance with the Open Public Meeting Act."

Roll Call: Upon Roll Call, the following were present and absent. Present were Chairman Paul V. Lynch and Commissioners Daniel J. Cody, Steven DeNobile, Robert Marra, and Marc N. Schrieks. Also present were LHA Attorney Conrad Olear, Esq., Executive Director Thomas DeSomma, and Deputy Executive Director Gary Luna. Absent were Vice Chairman Albert Di Chiara, Commissioner Gerald Woods, and Housing Manager/Recording Secretary Carol A. Ferrara.

Bids: No Bids

Approval of Minutes:

A motion was made by Commissioner Cody and seconded by Commissioner Marra to approve the Minutes of the November 16, 2017 Regular Meeting.
Upon Roll Call, the Board voted as follows:

AYES	NAYS	ABSTAINED	ABSENT
Commissioner Cody Commissioner Marra Commissioner Schrieks Chairman Lynch	NONE	Commissioner De Nobile	Commissioner Woods Vice Chairman Di Chiara

Communications:

1. Governor Christie's Notice of Commissioner Appointment of Steven DeNobile – 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 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:

- Evictions & Related Hearings
- Any Other Pending Litigation/Personnel Matters to be Discussed

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

MINUTES OF REGULAR MEETING – DECEMBER 28, 2017 (cont'd)

Report of Accountant: Nothing at this time.

Report of Security: Nothing at this time

Bills Agenda:

A motion to Approve the November Bills Agenda was made by Commissioner Schrieks and seconded by Commissioner Cody. Upon Roll Call, the Board voted as follows:

AYES	NAYS	ABSTAINED	ABSENT
Commissioner Cody Commissioner Marra Commissioner Schrieks Chairman Lynch	NONE	Commissioner De Nobile	Commissioner Woods Vice Chairman Di Chiara

Report of Executive Director:

1. Approximate total interest earned for November 2017 is total of **\$375.00±**
2. **CONTRACT REPORT:**

CONTRACT FOR:		CONTRACT AWARDED TO:
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 Avenue Lodi, NJ 07644	General Exterminating Services – Two-Year Contract 01/01/18 thru 12/31/18 \$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 – 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. Inserra 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. Deputy Executive Director reported 465 HCV/Section 8 Participants presently on the program

MINUTES OF REGULAR MEETING – DECEMBER 28, 2017 (cont'd)

Resolutions:

CONSENT AGENDA (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 Schrieks and seconded by Commissioner Woods.
Upon Roll Call, the Board voted as follows:**

AYES	NAYS	ABSTAINED	ABSENT
Commissioner Cody Commissioner Marra Commissioner Schrieks Chairman Lynch	NONE	Commissioner De Nobile	Commissioner Woods Vice Chairman Di Chiara

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 #	

Report of Commissioner:

Unfinished Business:

Old Business:

New Business:

Good & Welfare:

Hearing of Citizens: None in Attendance

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.

MINUTES OF REGULAR MEETING - DECEMBER 28, 2017 (cont'd)

Motion to End Regular Order of Business and go into Closed Session was made by Commissioner Cody and seconded by Commissioner Schrieks.

AYES	NAYS	ABSTAINED	ABSENT
Commissioner Cody Commissioner De Nobile Commissioner Marra Commissioner Schrieks Chairman Lynch	NONE	NONE	Commissioner Woods Vice Chairman Di Chiara

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

AYES	NAYS	ABSTAINED	ABSENT
Commissioner Cody Commissioner De Nobile Commissioner Marra Commissioner Schrieks Chairman Lynch	NONE	NONE	Commissioner Woods Vice Chairman Di Chiara

Adjournment:

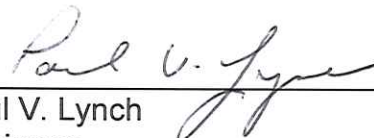
Motion to Adjourn was made by Commissioner Cody and seconded by Commissioner Schrieks.

AYES	NAYS	ABSTAINED	ABSENT
Commissioner Cody Commissioner De Nobile Commissioner Marra Commissioner Schrieks Chairman Lynch	NONE	NONE	Commissioner Woods Vice Chairman Di Chiara

Meeting was Adjourned at 8:10 PM and Chairman Lynch declared the Regular Meeting closed.



THOMAS DeSOMMA
Executive Director/Secretary Treasurer



Paul V. Lynch
Chairman

Transcribed/Typed by:



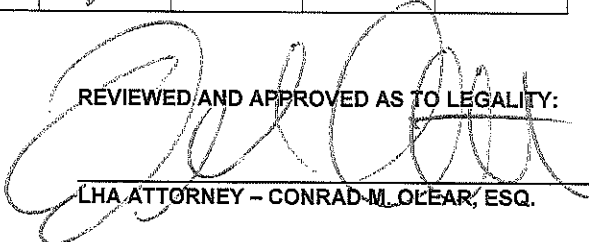
CAROL A. FERRARA
Housing Manager/Recording Secretary

RESOLUTION NO. 17-10

Governing Body Recorded Vote – Members:

Board Members	Aye	Nay	Abstain	Absent
Commissioner D. J. Cody	✓			
Commissioner S. De Nobile			✓	
Commissioner R. Marra	✓			
Commissioner M. N. Schrieks	✓			
Commissioner G. Woods				✓
Vice Chairman A. Di Chiara				✓
Chairman P. V. Lynch	✓			

Approved Denied

REVIEWED AND APPROVED AS TO LEGALITY:

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

**A&E CONTRACT FOR THE DESIGN & INSPECTION FOR
 REMOVAL/REPLACEMENT OF FIRE ALARM SYSTEMS
 AT THREE (3) SENIOR CITIZEN COMPLEXES
 (15 MASSEY/20 RENNIE/375 NORTH MAIN) – AWARDED TO
 R & R DESIGN CONSULTANTS, LLC IN THE AMOUNT OF \$6,526.00**

WHEREAS, Lodi Housing Authority (LHA) received RFQ for Professional Services in compliance with Department of HUD Rules and Regulations under CFR 85.36 and LHA's Procurement Policy, along with the NJ Public Bidding Laws (40A:11-5(a)(i); and

WHEREAS, the qualified quote received was reviewed by the Deputy Executive Director and has recommended to the Executive Director to be in compliance with NJ Public Bidding Statutes, provided the prospective Design Professional submits all required documents referenced within said RFQ; and


WHEREAS, the Executive Director has determined it to be in LHA's best interest to award design and inspection services for Removal/Replacement of the Fire Alarm Systems at the Massey/Rennie/North Main Street Senior Citizen Complexes to **R & R Consultants, LLC, 108 Roosevelt Avenue, Hasbrouck Heights, NJ 07604 in the amount of \$6,526.00**; and

WHEREAS, the Division of Local Finance requires "Certification of Funding Availability" when awarding contracts.

NOW, THEREFORE, BE IT RESOLVED, as the Executive Director/Secretary Treasurer, I hereby "certify the funding availability" to award contract referenced herein.

NOW, THEREFORE, BE IT FURTHER RESOLVED, the Executive Director is hereby authorized to execute all required contract documents, and such related expenditures are to be charged to PH Operating Program Funds.

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, December 28, 2017

 EXECUTIVE DIRECTOR/SECRETARY-TREASURER