

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: Caruso ___ Cody ___ Lynch ___ Marra ___ Di Chiara ___ Woods ___
Executive Director ___ Attorney ___ Secretary ___ Deputy Director ___

BIDS:

APPROVAL OF MINUTES: Regular Meeting – September 15, 2016 Motion: ___ Seconded: ___
Caruso ___ Cody ___ Lynch ___ Marra ___ Di Chiara ___ Woods ___

COMMUNICATIONS:

1. BCCD – Notice of Receipt of LHA's Application – for Surveillance System/Call to Aid/Smoke Alarms and Sidewalk/Step Repairs
2. LHA's Submission of Mitigation and Appeal to REAC of Annual Inspection findings pertaining to Electrical Panel Cover – possible restoration of 1.81 pt. deduction – to be discussed

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 #16-01 | Annual Certification of Executive Director/Secretary Treasurer's & Commissioners Completion of Mandated Training |
| 2. Resolution #16-02 | Rejection of 1 st Bids Received for Removal/Replacement of DVP Boilers – Over Budget Allocation |
| 3. Resolution #16- | |
| 4. 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: 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.

CLOSED SESSION – ATTORNEY-CLIENT PRIVILEGED DISCUSSIONS:
ADJOURNMENT:

REPORT OF ATTORNEY:

REFER TO CLOSED SESSION – ATTORNEY-CLIENT PRIVILEGED DISCUSSIONS

DISCUSSION:

NEED UPDATE:

- E. McKelvey (PH Resident)

NEW:

- Request to LPD
- American Messaging

ANY OTHER PENDING LITIGATION/PERSONNEL MATTERS:

- Personnel
-

REPORT OF ACCOUNTANT:

1. NOTHING AT THIS TIME
-

REPORT OF SECURITY:

1. NOTHING AT THIS TIME

FYE 9/30/16

MONTHLY BILLS AGENDA -- OCTOBER 2016

PUBLIC HOUSING & SECTION 8

| | CHECK PAYABLE TO | DATE | CHK # | EXPLANATION | AMOUNT |
|--|--------------------------------------|---------|--------|---------------------------------|--------------|
| DISBURSEMENT AS REFLECTED IN PAYROLL PERIOD | | | | | |
| 09/11/16 -09/24/16 THRU 09/25/16 -10/08/16 | | | | | |
| ARE HEREBY APPROVED | | | | | |
| 1 | PSE&G | 9/20/16 | 10788 | August Utilities | \$ 34,394.15 |
| 2 | Ace Lock & Key Shop | 9/28/16 | 10789 | Rekey #9A & Rennie B #22 | \$ 79.36 |
| 3 | Complete Saw & Garden | 9/28/16 | 10790 | Maintenance Supplies | \$ 112.00 |
| 4 | Industrial Chem Labs | 9/28/16 | 10791 | Sno-Melt | \$ 99.50 |
| 5 | Passaic Valley Water Commission | 9/28/16 | 10792 | Water | \$ 6,270.43 |
| 6 | Verizon | 9/28/16 | 10793 | Phones | \$ 283.70 |
| 7 | Mollica Electric | 9/28/16 | 10794 | Electrician | \$ 2,349.00 |
| 8 | Ricoh USA Inc. | 9/28/16 | 2833 | Copy Machine Contract | \$ 453.74 |
| 9 | Ready Refresh | 9/28/16 | 2834 | Office Water | \$ 131.57 |
| 10 | Betty Paulison | 9/28/16 | 1413 | Security Refund | \$ 98.03 |
| 11 | NJ Division of Pensions and Benefits | 9/29/16 | Online | PH Active Employee | \$ 14,217.93 |
| 12 | NJ Division of Pensions and Benefits | 9/29/16 | Online | S8 Active Employee | \$ 9,270.88 |
| 13 | NJ Division of Pensions and Benefits | 9/29/16 | Online | PH Retired Employee | \$ 6,581.59 |
| 14 | NJ Division of Pensions and Benefits | 9/29/16 | Online | S8 Retired Employee | \$ 3,242.72 |
| 15 | Noreika Service Station | 9/30/16 | 10795 | September 2016 Fuel | \$ 315.00 |
| 16 | U.S. Overall Cleaners | 9/30/16 | 10796 | September 2016 Uniform Cleaning | \$ 412.50 |
| 17 | Siegel's Hardware | 9/30/16 | 10797 | Maintenance Supplies | \$ 126.41 |
| 18 | Verizon Wireless | 9/30/16 | 10798 | Cell Phones | \$ 420.94 |
| 19 | Swift Electrical Supply Company | 9/30/16 | 10799 | Maintenance Supplies | \$ 82.23 |
| 20 | Wallington Plumbing & Heating Sup. | 9/30/16 | 10800 | Maintenance Supplies | \$ 972.72 |
| 21 | Dor-win | 9/30/16 | 10801 | Glass Repair | \$ 1,174.00 |
| 22 | Jersey Elevator | 9/30/16 | 10802 | Elevator Monthly Service | \$ 162.90 |
| 23 | Millennium Mechanical, LLC | 9/30/16 | 10803 | Boiler & A/C Repair | \$ 3,694.22 |
| 24 | Thomas DeSomma | 9/30/16 | 10804 | Petty Cash Reimbursement | \$ 471.27 |
| 25 | Business Card | 9/30/16 | 10805 | Maintenance Supplies | \$ 161.22 |
| 26 | Garfield Lumber & Millworks, Inc. | 9/30/16 | 10806 | Maintenance Supplies | \$ 161.77 |
| 27 | Wilmar | 9/30/16 | 10807 | Lightbulb Stock | \$ 195.31 |
| 28 | AMSties, Inc. | 9/30/16 | 10808 | PH Sep. Background Check | \$ 10.00 |
| 29 | AESFire, LLC | 9/30/16 | 10809 | Alarm Repair | \$ 5,369.62 |
| 30 | Home Depot Credit Services | 9/30/16 | 10810 | Maintenance Supplies | \$ 788.21 |
| 31 | Buggin' Out, LLC | 9/30/16 | 10811 | DVP Monthly Exterm. Ser. | \$ 260.00 |
| 32 | Maztek | 9/30/16 | 10812 | PH Server Repair | \$ 3,565.00 |
| 33 | Maztek | 9/30/16 | 2835 | S8 Server Repair | \$ 3,565.00 |
| 34 | Pitney Bowes | 9/30/16 | 2836 | Stamp Postage | \$ 320.99 |
| 35 | W.B. Mason | 9/30/16 | 2837 | Office Supplies | \$ 316.10 |

MONTHLY BILLS AGENDA -- OCTOBER 2016

PUBLIC HOUSING & SECTION 8

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|---|---------------------------------|---------|-------|--------------------------|-------------|
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| 09/11/16 -09/24/16 THRU 09/25/16 -10/08/16 | | | | | |
| ARE HEREBY APPROVED | | | | | |
| 1 | Joan Mastrofilipo | 10/1/16 | 10813 | Medicare Reimburs. | \$ 314.70 |
| 2 | Lenore Morrell | 10/1/16 | 10814 | Medicare Reimburs. | \$ 511.50 |
| 3 | Cablevision | 10/5/16 | 10815 | TV, Phones, Internet | \$ 489.18 |
| 4 | Interstate Waste Services of NJ | 10/5/16 | 10816 | Waste Removal | \$ 842.55 |
| 5 | Carolyn Capabianca | 10/1/16 | 2838 | Medicare Reimburs. | \$ 314.70 |
| 6 | Ida Press | 10/1/16 | 2839 | Medicare Reimburs. | \$ 314.70 |
| 7 | Lorraine Haskoor | 10/1/16 | 2840 | Medicare Reimburs. | \$ 829.20 |
| 8 | Saverio Saulino | 10/1/16 | 2841 | Medicare Reimburs. | \$ 314.70 |
| 9 | 3G Software Technology, Inc. | 10/5/16 | 2842 | Oct. 2016 HAP Processing | \$ 1,324.32 |

REPORT OF EXECUTIVE DIRECTOR:

1. Approximate total interest earned for FYS 10/01/16 to date is total of **\$235.00±**

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. North Main Street Crosswalk – Update – to be discussed
4. Smoke-Free Policy – Tenant Meetings & Notices Scheduled

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

1. To date, there are 453 HCV/Section 8 Participants presently on the program
2. Repair/Replacement of DVP Boilers:
 - a. 1st Bids Received – Refer to Resolution #15-60
 - b. 2nd Bids Received – Bid Opening scheduled for 10/18/16 – hopefully, will be on Board Agenda for Contract Award – will forward 2nd Bid Results when available
3. New Payment Standard – Effective 01/01/17
4. Gas Master Meter Report – to be discussed

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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| 3. Resolution #16- | |
| 4. Resolution #16- | |

Motion: _____ **Seconded:** _____

ROLL CALL: Caruso ____ Cody ____ Lynch ____ Marra ____ Di Chiara ____ Woods ____

RESOLUTION NO. 16-01

Governing Body Recorded Vote – Members:

AyeNayAbstainAbsent

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

Approved _____ Denied _____

REVIEWED AND APPROVED AS TO LEGALITY:

 LHA ATTORNEY – CONRAD M. OLEAR, ESQ.

**ANNUAL CERTIFICATION OF
 EXECUTIVE DIRECTOR/SECRETARY TREASURER'S &
 COMMISSIONERS' COMPLETION OF MANDATED
 TRAINING – NJSA 40A:12A-46 & NJAC 5:44-2.4**

WHEREAS, the New Jersey Department of Community Affairs (NJDCA) requires the Executive Director of Local Housing Authorities to Certify that its Commissioners and Executive Director are in compliance with NJSA 40A:12A-46 & NJAC 5:44-2.4 training requirements; and

WHEREAS, as Executive Director of Lodi Housing Authority (LHA) and referenced in the attached chart, I hereby Certify that its Commissioners and Executive Director are in compliance with NJSA 40A:12A-46 & NJAC 5:44-2.4.

NOW, THEREFORE BE IT RESOLVED, LHA's Board of Commissioners have reviewed the attached Certification as signed by the Executive Director and find it to be true and accurate.

NOW, THEREFORE BE IT FURTHER RESOLVED, the Executive Director is hereby authorized to forward this Resolution #16-01 and attached Certification along with any required documentation to the NJDCA, as may be required.

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:

 EXECUTIVE DIRECTOR/SECRETARY-TREASURER



LODI HOUSING AUTHORITY

A HUD SPONSORED PUBLIC HOUSING AGENCY

50 Brookside Avenue, Lodi, New Jersey 07644

THOMAS DeSOMMA
Executive Director/ Secretary Treasurer
973-470-3650 – Fax 973-778-1429

October 27, 2016

LODI HOUSING AUTHORITY ANNUAL CERTIFICATION OF EXECUTIVE DIRECTOR/SECRETARY TREASURER'S & COMMISSIONERS' COMPLETION OF MANDATED TRAINING NJSA 40A:12A-46 & NJAC 5:44-2.4

On behalf of Lodi Housing Authority, I hereby Certify that its Executive Director/Secretary Treasurer and Commissioners are in compliance with NJSA 40A:12A-46 & NJAC 5:44-2.4 (as referenced in the chart below).

| NAME | TITLE | TERM | APPOINTMENT BY | TRAINING COMPLETED | EMPLOYMENT CONTRACT |
|-------------------|---|----------------------|----------------|--------------------|---------------------|
| Thomas DeSomma | Executive Director/ Secretary Treasurer | Appointed 06/01/1979 | Governing Body | X | N/A |
| Vincent J. Caruso | Commissioner | 06/11/16 – 06/10/21 | Governing Body | X | -- |
| Daniel J. Cody | Commissioner | 06/11/15 – 06/10/20 | Governing Body | X | -- |
| Albert Di Chiara | Commissioner/ Vice Chairperson | 06/11/14 – 06/10/19 | Governing Body | X | -- |
| Paul V. Lynch | Commissioner | 06/10/13 – 06/10/18 | Governing Body | X | -- |
| Robert Marra | Commissioner | 06/11/12 – 06/10/17 | Governing Body | X | -- |
| Gerald Woods | Commissioner/ Chairperson | 02/16/16 – 02/19/21 | Mayor/CEO | X | -- |
| OPEN SEAT | | | State/DCA | | -- |

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:

EXECUTIVE DIRECTOR/SECRETARY-TREASURER

RESOLUTION NO. 16-02

Governing Body Recorded Vote – Members:

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

Aye Nay Abstain Absent

Approved _____ Denied _____

REVIEWED AND APPROVED AS TO LEGALITY:

 LHA ATTORNEY – CONRAD M. OLEAR, ESQ.

**REJECTION OF PUBLIC BIDS RECEIVED FOR REMOVAL/REPLACEMENT OF
 2 H.B. SMITH 101 H.P. GAS & OIL FIRED BOILERS AT THE
 DE VRIES PARK FAMILY COMPLEX**

WHEREAS, Lodi Housing Authority (LHA) publicly advertised to receive sealed bids for the Removal/Replacement of 2 H.B. Smith 101 H.P. Gas & Oil Fired Boilers at the De Vries Park Family Complex; and

WHEREAS, public bids received were opened and subsequently reviewed by Russell A. Lipari (R&R Design Consultants, LLC); and

WHEREAS, said bids received did not qualify and was further determined to exceed Budget Appropriations (refer to Design Consultant's attached correspondence of 09/23/16); and

WHEREAS, the Design Consultant recommended bids received be **Rejected** and re-advertised in the best interest of LHA.

NOW, THEREFORE, BE IT RESOLVED, public bids received pertaining to the Removal/Replacement of 2 H.B. Smith 101 H.P. Gas & Oil Fired Boilers at the De Vries Park Family Complex are hereby **Rejected**.

NOW, THEREFORE, BE IT FURTHER RESOLVED, the Executive Director/ Secretary-Treasurer is hereby authorized to re-advertise to receive public bids for the Removal/Replacement of 2 H.B. Smith 101 H.P. Gas & Oil Fired Boilers at the De Vries Park Family Complex.

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:

 EXECUTIVE DIRECTOR/SECRETARY-TREASURER



Tel: 201-288-5348
Fax: 201-288-5327
Cell: 732-406-7102

DESIGN CONSULTANTS L.L.C.
108 ROOSEVELT AVENUE
HASBROUCK HEIGHTS, NEW JERSEY, 07604

INVOICE FOR PROFESSIONAL SERVICES

Mr. Gary Luna Deputy Director
Lodi Housing Authority of the Borough of Lodi
50 Brookside Avenue
Lodi, New Jersey 07644

September 23, 2016

Project:

Removal/Replacement of 2 H.B. Smith Boilers
At DeVries Park Family Complex at 50 Brookside Avenue, Lodi NJ.

Dear Mr. Gary Luna Deputy Director:

On September 23, 2016 at 10am the bids for the above project was open. Enclosed please find our review of the bids and our comments and recommendations.

The Budget for this project was \$ 137,000.00

| Contractor | Base Bid | Alternate No.1 |
|--------------------------------|---------------|----------------|
| Pennetta Industrial Automation | \$ 168,400.00 | \$ 92,400.00 |
| Silva's Mechanical Services | \$ 207,420.00 | \$ 125,254.00 |
| Echelon Services LLC. | \$ 262,700.00 | \$ 200,000.00 |

Pennetta submitted only Two Bid packages

Please be advised the Three Bidders submitted the necessary forms and complied with the requirements of the Specification.

It is our recommendation, because the above Three (3) bidders exceeded the budget, there are only two Options .Lodi Housing Authority should consider.

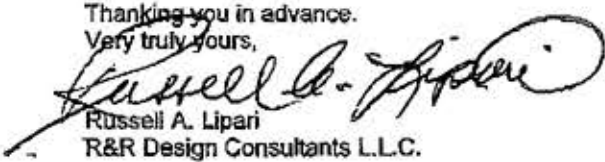
OPTION No.

- 1.Except Pennetta Industrial Automation bid price of Alternate No1 for the sum of \$92,000.00 for Removing/ Replacing only Boiler No.1. Which will require existing Boiler No.2 to be connected to the new expansion Tanks of which is part of the project scope of works.
2. Go out to rebid the project. This method will informed the above Three (3) bidders that their original bid price Was too high and exceeded the budget. We may receive a lower price for the entire bid

Our office recommends Lodi Housing Authority do not accept any bids at this time and rebid the project. Since the heating season is approaching in the near future. Our office recommends accepting bids no later than October 18, 2016/

We await your decision to rebid this project as soon as possible.

Thanking you in advance.
Very truly yours,



Russell A. Lipari
R&R Design Consultants L.L.C.

cc: Venture Consulting Group L.L.C. Att: Ray S. Colelli

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:

NEED UPDATE:

- E. McKelvey (PH Resident)

NEW:

- Request to LPD
- American Messaging

ANY OTHER PENDING LITIGATION/PERSONNEL MATTERS:

- Personnel