

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 – November 17, 2016 Motion: _____ Seconded: _____
 Caruso ___ Cody ___ Lynch ___ Marra ___ Di Chiara ___ Woods ___

COMMUNICATIONS:

1. Public Housing PHAS Score – 94% HIGH PERFORMER – (Note: 2 pts. under Appeal – if granted, would increase score to 96%)
2. SEMAP (Section 8) Certification submitted to HUD – awaiting response/score

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 #16-10	3-Year Contract Award for Scavenger Service (Garbage Pick Up) at All S/C Complexes – January 1, 2017 thru December 31, 2019
2. Resolution #16-11	Designation of Fund Commissioner for NJPHA JIF for Fund Year 2017
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: Motion: _____ Seconded: _____

Caruso ___ Cody ___ Lynch ___ Marra ___ Di Chiara ___ Woods ___

REPORT OF ATTORNEY:

REFER TO CLOSED SESSION – ATTORNEY-CLIENT PRIVILEGED DISCUSSIONS

DISCUSSION:

1. NEW:

- S. Paradise (PH Resident)
- K. Arroyo (PH S/C Resident)

2. UPDATE:

- Evictions & related correspondence

3. ANY OTHER PENDING LITIGATION/PERSONNEL MATTERS:

REPORT OF ACCOUNTANT:

1. NOTHING AT THIS TIME
-

REPORT OF SECURITY:

1. NOTHING AT THIS TIME

MONTHLY BILLS AGENDA -- DECEMBER 2016

PUBLIC HOUSING & SECTION 8

	CHECK PAYABLE TO	DATE	CHK #	EXPLANATION	AMOUNT
DISBURSEMENT AS REFLECTED IN PAYROLL PERIOD					
11/20/16 -12/3/16 THRU 12/4/16 - 12/17/16					
ARE HEREBY APPROVED					
1	PSE&G	11/21/16	10874	Utilities	\$ 27.92
2	Cablevision	12/2/16	10875	Phones, TV, Internet	\$ 489.18
3	Interstate Waste Services	12/2/16	10876	Waste Removal	\$ 842.55
4	Jersey Elevator Co, Inc.	12/2/16	10877	Elevator Maintenance	\$ 162.90
5	Verizon Wireless	12/2/16	10878	Cell Phones	\$ 717.05
6	U.S. Overall Cleaners	12/2/16	10879	Uniform Cleaning	\$ 330.00
7	AA Chem-Dry of North Jersey	12/2/16	10880	Carpet Stretching	\$ 250.00
8	BugginOut, LLC	12/2/16	10881	Nov. 2016 DVP Extermin.	\$ 260.00
9	ShopRite of Lodi	12/2/16	10882	PH/SC Tenant Assoc. Cds	\$ 1,000.00
10	The Corner Nursey Landscape	12/2/16	10883	Winterize Sprinklers	\$ 375.00
11	Ready Refresh	12/2/16	10884	Office Water & Coffee	\$ 75.72
12	W.B. Mason	12/2/16	10885	Office Supplies	\$ 658.31
13	Home Depot Credit Card Services	12/2/16	10886	Floor Tiles	\$ 650.30
14	Pitney Bowes	12/2/16	10887	Stamps	\$ 320.99
15	3G Software Technology, Inc.	12/2/16	2860	Dec. 2016 HAP Process.	\$ 1,326.67
16	Maztek	12/2/16	2861	Network Maintenance	\$ 75.00
17	Apollo Sign	12/2/16	2862	Window Lettering	\$ 300.00
18	Zoila Blanco	12/2/16	1414	Security Deposit Refund	\$ 100.08
19	Fanny Arbelaez	12/2/16	1415	Security Deposit Refund	\$ 100.90
20	John's Service	12/12/16	10888	Truck Maintenance	\$ 470.80
21	HD Supply Facilities Maintenance	12/12/16	10889	Maint. Supplies	\$ 361.44
22	BugginOut, LLC	12/12/16	10890	NM. #18 Treatment	\$ 120.00
23	Stone Brook Garden & Landscape	12/12/16	10891	Ice Melt & Wreaths	\$ 1,502.50
24	SGTS Maintenance, LLC.	12/12/16	10892	Office Cleaning Nov. 2016	\$ 880.00
25	Business Card	12/12/16	10893	Maint. Tools	\$ 571.96
26	Garfield Lumber & Millworks, Inc.	12/12/16	10894	Maint. Supplies	\$ 159.58
27	AESFire, LLC.	12/12/16	10895	S/C Alarm Maintenance	\$ 900.00
28	Universal Electric Motor Service	12/12/16	10896	Heat Pump	\$ 909.56
29	Teletrac	12/12/16	10897	Truck Tracking	\$ 269.91
30	Noreika Service Station	12/12/16	2863	Nov. 2016 Fuel	\$ 369.50
31	AMSties, Inc.	12/12/16	2864	Nov. 2016 Background Checks	\$ 70.00
32	John Finn	12/12/16	1416	Pet Deposit Refund	\$ 150.22
33	NJ Division of Pensions and Benefits	12/14/16	Online	PH Active Employee	\$ 14,217.93
34	NJ Division of Pensions and Benefits	12/14/16	Online	S8 Active Employee	\$ 8,489.22
35	NJ Division of Pensions and Benefits	12/14/16	Online	PH Retired Employee	\$ 4,419.79
36	NJ Division of Pensions and Benefits	12/14/16	Online	S8 Retired Employee	\$ 3,783.17

REPORT OF EXECUTIVE DIRECTOR:

1. Approximate total interest earned for to date is total of **\$450.00±**

2. **CONTRACT REPORT:**

CONTRACT FOR:		CONTRACT AWARDED TO:
1.	Janitorial Services – One-Year Contract January 1, 2017 thru December 31, 2017 \$10,920.00 annually	SGTS. Maintenance 46 Trudy Drive Lodi, NJ 07644
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. Thank you letters to Shop-Rite of Lodi & Elks of Hasbrouck Heights for donating Shop-Rite gift certificates for Thanksgiving – distributed to LHA Residents at DVP & S/C Complexes



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

1. To date, there are 450 HCV/Section 8 Participants presently on the program
2. Repair/Replacement of DVP Boilers – progress report
3. Emergency Repair – underground/crawlspace water pipe leak (DVP Bldg. #13)
4. Emergency Repair – aquastat on old DVP boiler

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 #16-10	3-Year Contract Award for Scavenger Service (Garbage Pick Up) at All S/C Complexes – January 1, 2017 thru December 31, 2019
2. Resolution #16-11	Designation of Fund Commissioner for NJPHA JIF for Fund Year 2017
3. Resolution #16-	
4. Resolution #16-	

Motion: _____ **Seconded:** _____

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

RESOLUTION NO. 16-10

Governing Body Recorded Vote – Members:

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

**3-YEAR CONTRACT TO PROVIDE SCAVENGER SERVICE
(GARBAGE PICK UP) FOR ALL S/C COMPLEXES
JANUARY 1, 2017 THRU DECEMBER 31, 2019**

WHEREAS, it is the intention of the Lodi Housing Authority to provide disposal of all garbage, rubbish and other solid waste in a safe and sanitary manner to all residents within the Lodi Housing Authority’s Senior Citizen Complexes; and

WHEREAS, the Lodi Housing Authority solicited proposals (publicly advertised) from scavenger contractors in accordance with competitive pricing regulations; and

WHEREAS, a review has been made by the Lodi Housing Authority Attorney of the proposal received, which has been found to be in compliance with the Lodi Housing Authority’s Procurement Policy as well as the provisions of the New Jersey Statutes as promulgated by the Department of Public Utilities, Board of Public Utilities Commissioner, including NJ Local Unit Pay-to-Play Law under NJSA 19:44A-20.4 et.seq.; and

THEREFORE, BE IT RESOLVED by the Lodi Housing Authority that a 3-Year Contract for waste disposal for all Senior Citizen Complexes be awarded to Interstate Waste Services of New Jersey, Inc., 300 Frank W. Burr Boulevard, Teaneck, NJ 07666, as the lowest qualified bidder, in the **total contract amount for three (3) years of \$29,887.92**, on a yearly basis as follows:

01/01/17 – 12/31/17	\$ 9,864.00 – 1 st year (\$822.00 monthly)
01/01/18 – 12/31/18	\$ 9,864.00 – 2 nd year (\$822.00 monthly)
01/01/19 – 12/31/19	\$10,159.92 – 3 rd year (\$846.66 monthly)

BE IT FURTHER RESOLVED, the Authority’s Public Housing yearly Operating budget allocations be amended to coincide with this 3-Year Scavenger Service Contract amount, which is effective from January 1, 2017 through December 31, 2019.

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 15, 2016


EXECUTIVE DIRECTOR/SECRETARY-TREASURER

RESOLUTION NO. 16-11

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.

**DESIGNATION OF FUND COMMISSIONER FOR THE
NJ PUBLIC HOUSING AUTHORITY JOINT INSURANCE FUND
(NJPHA JIF) FOR FUND YEAR 2017**

WHEREAS, Lodi Housing Authority (LHA) is a member of the New Jersey Public Housing Authority Joint Insurance Fund; and

WHEREAS, the bylaws of said Fund require that each member Housing Authority appoint a FUND COMMISSIONER to represent and serve the Authority as its representative to said Fund.

NOW, THEREFORE BE IT RESOLVED, that the Board of Commissioners of Lodi Housing Authority does hereby appoint Thomas DeSomma, Executive Director/Secretary Treasurer, as its FUND COMMISSIONER for the New Jersey Public Housing Authority Joint Insurance Fund for the Fund Year 2017.

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 15, 2016


EXECUTIVE DIRECTOR/SECRETARY-TREASURER

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:**

- S. Paradise (PH Resident)
- K. Arroyo (PH S/C Resident)

2. **UPDATE:**

- Evictions & related correspondence

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