

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: Cody ___ De Nobile ___ Marra ___ Schrieks ___ Woods ___ Di Chiara ___ Lynch ___
 Executive Director ___ Attorney ___ Deputy Executive Director ___ Recording Secretary ___

BIDS: Receipt of one (1) Public Bid – Fire Alarm System at all LHA S/C Complexes

APPROVAL OF MINUTES:

- **Reorganization Meeting – May 24, 2018** Motion: _____ Seconded: _____
 Cody ___ De Nobile ___ Marra ___ Schrieks ___ Woods ___ Di Chiara ___ Lynch ___
- **Regular Meeting – May 24, 2018** Motion: _____ Seconded: _____
 Cody ___ De Nobile ___ Marra ___ Schrieks ___ Woods ___ Di Chiara ___ Lynch ___

COMMUNICATIONS:

1. LHA FYE 09/30/17 IPA – submitted to HUD/Federal Audit Clearinghouse and distributed to Commissioners – refer to Resolution #17-28 for more detailed information

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/ADMIN. 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 #17-23	Amendment to LHA By-Laws to Re-establish Reorganization Meeting Date & Time to be on the 4 th Thursday of May (at 7 PM) – Effective CY 2019
2. Resolution #17-24	Amendment to Annual Holidays in Employee Personnel Policy – Exchange of Good Friday for the Day After Thanksgiving – Effective CY 2019
3. Resolution #17-25	Rejection of Public Bid Received for Replacement of Fire Alarm System at all LHA Senior Citizen Complexes
4. Resolution #17-26	Public Entity Resolution – Valley National Bank – Authorization to Sign LHA Two-Signature Checks
5. Resolution #17-27	Public Entity Resolution – Valley National Bank – Authorization to Sign LHA Three-Signature Checks
6. Resolution #17-28	Certifying Resolution – Commissioners’ Receipt of FYE 09/30/17 IPA
7. Resolution #17-29	PHA Plan Certification with Related Regulations Including Required Civil Rights Certifications – FYS 10/01/18
8. Resolution #17-30	PHA Board Resolution Approving Operating Budget – FY 10/01/18-09/30/19
9. Resolution #17-31	Designation of “The Record” as LHA’s Newspaper of Record from July 1, 2018 through June 30, 2019

REPORT OF COMMISSIONERS:

UNFINISHED BUSINESS:

OLD BUSINESS:

NEW BUSINESS:

GOOD & WELFARE:

HEARING OF CITIZENS: 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: _____

Cody ___ De Nobile ___ Marra ___ Schrieks ___ Woods ___ Di Chiara ___ Lynch ___

Meeting was adjourned at _____ PM

REPORT OF ATTORNEY:

REFER TO CLOSED SESSION – ATTORNEY-CLIENT PRIVILEGED DISCUSSIONS

DISCUSSION:

1. NEW:

- Evictions/Notices to Cease/Related Hearings
 - a. M. Finn (former PH Resident) – Default Judgment to be served then Civil Action to collect balance of \$5,826 – garnishment of pay to follow

2. UPDATE:

3. ANY OTHER PENDING LITIGATION/PERSONNEL MATTERS:

- Personnel Matters
-

REPORT OF ACCOUNTANT:

1. NOTHING AT THIS TIME
-

REPORT OF SECURITY:

1. NOTHING AT THIS TIME

MONTHLY BILLS AGENDA -- JUNE 2018

PUBLIC HOUSING & SECTION 8

	CHECK PAYABLE TO	DATE	CHK #	EXPLANATION	AMOUNT
DISBURSEMENT AS REFLECTED IN PAYROLL PERIOD					
5/20/18 - 6/2/18 THRU 6/3/18 -6/16/18					
ARE HEREBY APPROVED					
1	Business Card	6/4/18	11657	Maintenance Supplies	\$ 452.50
2	Verizon Wireless	6/4/18	11658	Cell Phones	\$ 455.75
3	U.S. Overall Cleaners	6/4/18	11659	Uniform Cleaning	\$ 835.00
4	Home Depot Credit Services	6/4/18	11660	Maintenance Supplies	\$ 329.00
5	Cablevision	6/4/18	11661	Phone, TV, Internet	\$ 519.46
6	NJ Motor Vehicle Commission	6/4/18	11662	Dump Truck Registration	\$ 280.50
7	Interstate Waste Services	6/4/18	11663	Waster Removal	\$ 842.55
8	Purchase Power	6/4/18	11664	Postage	\$ 641.98
9	AMS TIES, Inc.	6/8/18	11665	PH May 2018 Background Chks	\$ 72.00
10	Jean Dudasik	6/8/18	11666	Reimbus. Bingo Supplies	\$ 32.94
11	Wallace P. Nowosielecki	6/8/18	11667	PH June 2018 Acct. Retain.	\$ 1,166.66
12	Verizon	6/8/18	11668	Phones	\$ 34.52
13	Presto Print & Copy	6/8/18	11669	Envelopes	\$ 160.00
14	Wallace P. Nowosielecki	6/8/18	3031	S8 June 2018 Acct. Retain.	\$ 1,166.67
15	AMS TIES, Inc.	6/8/18	3032	S8 May 2018 Background Chks	\$ 36.00
16	R&R Design Consultants	6/13/18	11670	Design Consult Fire Alarms Bid	\$ 662.50
17	Verizon	6/13/18	11671	Phones	\$ 308.36
18	Ricoh	6/13/18	11672	Copy Machine	\$ 475.00
19	SGTS Maintenance, LLC.	6/13/18	11673	May 2018 Office Cleaning	\$ 940.00
20	Jay Bee Flooring, LLC	6/13/18	11674	DVP #20C Floor Re-finish	\$ 1,205.00
21	NJ Division of Pensions and Benefits	6/14/18	Online	PH Active Employee	\$ 15,192.20
22	NJ Division of Pensions and Benefits	6/14/18	Online	S8 Active Employee	\$ 8,480.75
23	NJ Division of Pensions and Benefits	6/14/18	Online	PH Retired Employee	\$ 5,073.38
24	NJ Division of Pensions and Benefits	6/14/18	Online	S8 Retired Employee	\$ 3,152.06
25	Delta Dental of New Jersey	6/15/18	Online	PH Employee Dental	\$ 1,223.46
26	Delta Dental of New Jersey	6/15/18	Online	S8 Employee Dental	\$ 880.65
27	Noreika Service Station	6/18/18	11675	May 2018 Fuel	\$ 263.00
28	Passaic Valley Water Commission	6/18/18	11676	Water	\$ 5,795.84
29	Paulhus and Associates	6/18/18	11677	PH May 2018 50058 Process.	\$ 115.50
30	Complete Saw & Garden	6/18/18	11678	Maintenance Supplies	\$ 102.00
31	Riccardi Brothers	6/18/18	11679	Paint Supplies	\$ 401.08
32	Garfield Lumber & Millworks, Inc.	6/18/18	11680	Maintenance Supplies	\$ 252.05
33	Dor-Win	6/18/18	11681	Glass Repair	\$ 660.00
34	Ralph Friedland & Bros., Inc.	6/18/18	11682	Blinds	\$ 178.79
35	Paulhus and Associates	6/18/18	3033	S8 May 2018 50058 Process.	\$ 320.75
36					
37					
38					
39					

REPORT OF EXECUTIVE DIRECTOR:

1. Approximate total interest up to June 2018 is **\$2,145.00±**

2. CONTRACT REPORT:

CONTRACT AWARDED TO:		CONTRACT FOR:
1.	Conrad M. Olear, Esq. Seven East Ridgewood Avenue Paramus, NJ 07652	Re-Appointment as Fee Attorney for 2 nd Contract Year May 1, 2018 thru April 30, 2019 PH - \$14,000.00 S-8 - \$14,000.00
2.	Wallace Nowosielecki, CPA One Garners Lane Elmwood Park, NJ 07407	Re-Appointment as Fee Accountant for 2 nd Contract Year May 1, 2018 thru April 30, 2019 PH - \$14,000.00 S-8 - \$14,000.00
3.	Francis J. McConnell, CPA 6225 Rising Sun Avenue Philadelphia, PA 19111	Re-Appointment as Independent Public Auditor for 3 rd Contract Year – FYE 09/30/18 \$8,400.00
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.		
CONTRACTS LISTED ABOVE DO REQUIRE BOARD APPROVAL SINCE YEARLY CONTRACT AMOUNT IS NOT WITHIN EXECUTIVE DIRECTOR'S THRESHOLD TO AWARD		

Motion Required to Award Above-Referenced Contract Re-Appointments:

Motion: _____ **Seconded:** _____

Cody ___ De Nobile ___ Marra ___ Schrieks ___ Woods ___ Di Chiara ___ Lynch ___

3. Pending Update from Vice Chairman Albert Di Chiara (Liaison between Boro/LHA):

- a. Proposed Rennie Place sidewalks/curbs;
 - b. PVWC – closed as far as LHA is concerned – Boro??; and
 - c. Request to Boro to remove several hanging trees on the "Gallapo Property" (owned by Boro of Lodi) – trees are hanging towards the North Main S/C Complex
4. Opening/closing PH & S-8 application process/waiting list – Executive Director working on this – will be couple of months before implementation
 5. Employee Random Drug Testing – completed
 6. "Summer" hours have been implemented
 7. RFQ will be advertised for Consultant Services – to be discussed
 8. PH/S-8 Operating Budgets FY 10/01/18-09/30/19 – refer to Resolution #17-30
 9. **Motion to Adjourn the July/August Regular Board Meetings and Authorize Executive Director to pay all bills and report such at the September Regular Board Meeting:**

Motion: _____ **Seconded:** _____

Cody ___ De Nobile ___ Marra ___ Schrieks ___ Woods ___ Di Chiara ___ Lynch ___

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

1. To date, there are 454 HCV/Section 8 Participants presently on the program
2. Update – Rejection of bid for Fire Alarms at Senior Citizen Complexes – refer to Resolution #17-25 – advertising for re-bids which will be due at 10 AM on 07/12/18
3. DVP Domestic Hot Water Tank – refer to previous correspondence from LHA insurance carrier & Attorney's Report under Closed Session (due to possible litigation)
4. Two (2) Section 8 cases – referred to Attorney for collection – will discuss under Closed Session

RESOLUTIONS:

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Motion: _____ **Seconded:** _____

Cody ___ De Nobile ___ Marra ___ Schrieks ___ Woods ___ Di Chiara ___ Lynch ___

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:**

- Evictions/Notices to Cease/Related Hearings

2. **UPDATE:**

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

- Personnel Matters