

**MINUTES OF THE REGULAR MEETING OF LODI
HOUSING AUTHORITY, 50 BROOKSIDE AVENUE,
LODI, NEW JERSEY AT 7:00 PM ON THURSDAY,
MARCH 15, 2018**

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: Chairman Paul V. Lynch and Commissioners Daniel J. Cody, Steven De Nobile, and Marc N. Schrieks. Also present were LHA Attorney Conrad M. Olear, Esq., Executive Director/Secretary Treasurer Thomas DeSomma, Deputy Executive Director Gary Luna, and Housing Manager/Recording Secretary Carol A. Ferrara. Vice Chairman Albert Di Chiara and Commissioners Robert Marra and Gerald Woods were absent.

Bids: No Bids

Approval of Minutes:

Motion was made by Commissioner Cody and Seconded by Commissioner Schrieks to approve the Minutes of the February 15, 2018 Regular Meeting.
Upon Roll Call, the Board voted as follows:

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

Communications:

1. Dept. of HUD – SEMAP Score 100 designates LHA's Section 8 Dept. as **High Performer**

Report of Attorney:

- Evictions & Related Hearings – M. Finn (former PH Resident) – Complaint filed for unpaid rent & related charges (late fees/legal fees) – Civil Action for collection and **garnishment** of wages - \$5,826 due
- Any Other Pending Litigation/Personnel Matters to be Discussed

**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 – MARCH 15, 2018 (cont'd)

Bills Agenda:

Motion to Approve the February Bills Agenda was made by Commissioner Cody and Seconded by Commissioner Schrieks. Upon Roll Call, the Board voted as follows:

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

Report of Executive Director:

1. Approximate total interest earned for March 2018 is total of **\$985.00±**
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. Emergency snow removal on 03/0/18 – hired part-time/seasonal workers
4. All LHA Maintenance employees scheduled to attend Employee Conduct/Violence in the Workplace, Conflict Resolution, and Stress Management training offered by JIF/MEL on 03/07/18 – cancelled due to Nor'easter
5. Proposed Rennie Place sidewalks – pending
6. PVW Rates – Boro anticipating response by 01/12/18 – will forward upon receipt – refer to my recent correspondence date 02/07/18
7. Valley National Bank authorization of \$2,100 reimbursement for LHA's payroll services based upon compensated balances

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

1. Deputy Executive Director reported 468 HCV/Section 8 Participants presently on the program
2. Section 8 Participant – failure to pay arrearages for unreported income – balance owed LHA \$4,664.14 – to be terminated from the program
3. Governor Murphy's Declaration of Emergency – Nor'easter snowstorm (03/07/18) – several large branches have broken off at DVP Complex – removal has been scheduled – will be submitting to insurance company
4. "Possible" underground hot water leak – location was revealed along Building #8 (DVP) – will schedule exploration and repairs during good weather

MINUTES OF REGULAR MEETING – MARCH 15, 2018 (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 Cody and Seconded by Commissioner De Nobile. Upon Roll Call, the Board voted as follows:

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

Resolution #17-13	FYE 09/30/18 – Public Housing/Section 8 Budget Revision #1
Resolution #17-14	Chapter 78 P.L. 2011 – Mandated Employee Contributions to SHBP Premiums
Resolution #17-15	Declaration of Emergency Expenditure – State of Emergency Declared by Governor due to Nor'Easter on March 7, 2018

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 – MARCH 15, 2018 (cont'd)

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

Upon Roll Call, the Board voted as follows:

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

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

Upon Roll Call, the Board voted as follows:

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

Adjournment:

Motion to Adjourn was made by Commissioner Cody and Seconded by Commissioner Schrieks. Upon Roll Call, the Board voted as follows:

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

Meeting was Adjourned at 8:00 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. 17-13

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. OLEAR, ESQ.

**BUDGET REVISION #1 – FYE 09/30/18
PUBLIC HOUSING & SECTION 8 OPERATING BUDGETS**

WHEREAS, Lodi Housing Authority's (LHA) FYE 09/30/18 Public Housing & Section 8 Operating Budgets were previously adopted on or about 09/21/17 (Resolution #16-37) with Final Adoption on 11/16/17 (Resolution #17-03); and

WHEREAS, the US Department of Housing and Urban Development (HUD) has recently approved LHA's PFS Public Housing Operating Subsidy; and

WHEREAS, HUD's recent approval in addition to changes to related Public Housing & Section 8 Income and Expenses affecting PERS, SHBP, BCCD Grant, Multi-Peril Insurance, etc. and as reflected on the attached Public Housing & Section 8 Budget Revision #1 flowchart, as known to date.

NOW, THEREFORE, BE IT RESOLVED, the Public Housing & Section 8 FYE 09/30/18 Budget Revisions #1 are hereby approved.

NOW, THEREFORE, BE IT FURTHER RESOLVED, LHA's Executive Director/Secretary Treasurer is further authorized to implement all changes reflected in the Revision #1 and process any and all required changes and notices to the Department of HUD and the Division of Local Government Services, 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:

Thursday March 15, 2018


EXECUTIVE DIRECTOR/SECRETARY-TREASURER

RESOLUTION NO. 17-14

Governing Body Recorded Vote – Members:

	Board Members	Aye	Nay	Abstain	Absent
M	Commissioner D. J. Cody	✓			
S	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.

CHAPTER 78 P.L. 2011 – MANDATED EMPLOYEE CONTRIBUTION TO SHBP PREMIUMS

WHEREAS, as per the State of New Jersey Chapter 78 P.L. 2011, Lodi Housing Authority (Authority), a Public Entity Employer, must continue to deduct employee contributions towards the State Health Benefits coverage; and

WHEREAS, employee contributions are calculated on base salary, as mandated in the NJ Division of Pensions and Benefits (NJDPB) Percentage of Premium Chart (as periodically updated by NJDPB); and

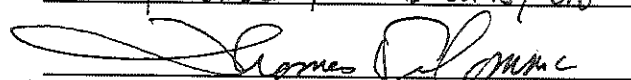
WHEREAS, employee contributions must be in compliance with the Percentage of Premium Chart unless otherwise negotiated, but shall be no less than 1.5% of employee's base salary; and

WHEREAS, the Authority's Board of Commissioners (Board) hereby recognizes the Dept. of HUD mandated Fiscal Year (FY) starts every October 1st, of which the Authority approves Budget Appropriations, including employee base salary.

NOW, THEREFORE, BE IT RESOLVED, effective CY 2018 and subsequent CYs, said **Mandated Employee Contributions to SHBP Premiums**, referenced herein, shall coincide with employee's base salary FYS October 1st, provided any reduction to employee's base salary, said Mandated SHBP Contributions shall be reduced to correspond with the Percentage of Premium Chart scale.

NOW, THEREFORE, BE IT FURTHER RESOLVED, the Board of hereby Approves the Amendment to the Authority's Personnel Policy Section XIX entitled State Health Benefits Plan to include NJDPB Mandated Employee Contributions, as referenced herein.

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 March 15, 2018

 EXECUTIVE DIRECTOR/SECRETARY-TREASURER

RESOLUTION NO. 17-15

Governing Body Recorded Vote – Members:

	Board Members	Aye	Nay	Abstain	Absent
M S	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'NEAR, ESQ.

DECLARATION OF EMERGENCY EXPENDITURE(State of Emergency Declared by
Gov. Phil Murphy on March 7, 2018)**SNOWSTORM EMERGENCY EXPENDITURE
ALL PUBLIC HOUSING COMPLEXES – DE VRIES PARK
AND SENIOR CITIZEN COMPLEXES LOCATED AT
MASSEY STREET/RENNIE PLACE/NORTH MAIN STREET**

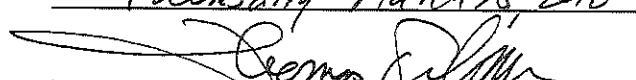
WHEREAS, on or about March 7, 2018, an Emergency Declaration by Governor Murphy and related snow accumulation required the Lodi Housing Authority (Authority) to retain Emergency part-time employees to remove the accumulation of snow from all the complexes (sidewalks, steps, stairwells, and common areas such as, parking lots, service drive, etc.); and

WHEREAS, as Executive Director, I hereby certified that the "snowstorm" referenced above, created a threat to all Authority's tenants' health, safety and welfare, and further declared an Emergency existed; and

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, including but not limited to outside contractor costs, full-time/part-time related Maintenance overtime, snow removal equipment, de-icer, rock salt, etc., all of which should be classified as "Emergency Expenditures."

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 March 15, 2018

EXECUTIVE DIRECTOR/SECRETARY-TREASURER



LODI HOUSING AUTHORITY

A HUD SPONSORED PUBLIC HOUSING AGENCY

50 Brookside Avenue, Lodi, New Jersey 07644-3214

THOMAS DeSOMMA

Executive Director/ Secretary Treasurer
[973] 470-3650 – Fax [973] 778-1429

March 2018

**EMERGENCY DECLARATION/CERTIFICATION
(State of Emergency Declared by Gov. Phil Murphy
Nor'Easter on March 7, 2018)**

**ALL PUBLIC HOUSING COMPLEXES – DE VRIES PARK/
MASSEY STREET/RENNIE PLACE/NORTH MAIN STREET**

Due to Governor Murphy's Emergency Declaration due to snowstorm/nor'easter on or about March 7, 2018, Lodi Housing Authority (Authority) found it necessary to retain emergency part-time employees to remove the accumulation of snow from all the complexes (sidewalks, steps, stairwells, and common areas such as, parking lots, service drive, etc.).

Therefore, as Executive Director, I hereby certified to the Emergency Snow Removal resulting from the "snowstorm" referenced above.

Furthermore, I hereby certify any such related Expenditures be classified as "Emergency Expenditures" and fall within NJSA 40A:11-6.

THOMAS DeSOMMA
Executive Director

3-15-18
Date