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 r Public	neeting has been publicl Meeting Act.	y advertised in	compliance w	ith the Open
ROLL CALL: Cody De Nobi	le Lynch Marra	Woods	_ Di Chiara _	Schrieks
	orney Deputy Execu	tive Director _	_ Recording	Secretary
APPROVAL OF MINUTES:				
Open Session – Novembe	r 19, 2018: Motion:	Seconde	ed:	
Cody De Nobile	Lynch Marra	_ Woods	Di Chiara	Schrieks
PLEDGE OF ALLEGIANCE: This meeting has been publicly advertised in compliance with the Open Public Meeting Act. ROLL CALL: Cody De Nobile Lynch Marra Woods DI Chiara Schrieks Executive Director Attorney Deputy Executive Director Recording Secretary BIDS: APPROVAL OF MINUTES: • Open Session - November 19, 2018: Motion: Seconded: Cody De Nobile Lynch Marra Woods DI Chiara Schrieks Cody De Nobile Lynch Marra Woods DI Chiara Schrieks Cody De Nobile Lynch Marra Woods DI Chiara Schrieks Cody De Nobile Lynch Marra Woods DI Chiara Schrieks COMMUNICATIONS: 1. Dept. of HUD - FYE 09/30/18 PHAS Notice - Designating LHA as High Performer REPORT OF ATTORNEY: REPORT OF ACCOUNTANT: REPORT OF ACCOUNTANT: REPORT OF SECURITY: MONTHLY BILLS - PH & S-8: REPORT OF EXECUTIVE DIRECTOR: REPORT OF EXECUTIVE DIRECTOR: REPORT OF EXECUTIVE DIRECTOR: REPORT OF EXECUTIVE DIRECTOR: REPORT OF DEPUTY EXECUTIVE DIRECTOR: REPORT OF EXECUTIVE DIRECTOR: REPORT OF ACCOUNTANT: REPORT OF SECURITY: DIRECTOR: REPORT OF EXECUTIVE DIRECTOR: REPORT				
				Schrieks
	10 DUAC Notice - Design		W 1 D 6	
	16 PHAS NOTICE - Desig	nating LHA as	High Perfori	ner
	CTOR:			
		IN OF SECT	ION 8/HOUS	ING MANAGER
RESOLUTIONS:		IIII OL OLOT	1011 0/11000	INO MANAGEN.
CONSENT AGENDA (1 and will be pass	These Resolutions are matt sed by one roll call vote cov	ers covering ope ering all items o	ration of Lodi H n the Consent A	ousing Authority Agenda.)
A CONTRACTOR OF THE PROPERTY O	Rent Write-Off FYE 09/3	30/19 – Cecilia F	rawley – DVP #	£21A
3. Resolution #18-09	Commissioners' Comple	etion of Mandate	d Training	
	of Fire Alarm System (M	lassey/North Ma	in) - DavEd Fire	e Systems, Inc.
5. Resolution #18-11	System at Rennie Place	Senior Citizen (Complex	3.000 Dr. W. 600 H2 2000 MBN 3
6. Resolution #18-12	Removal/Replacement	ssion of Applicat of Boilers Servici	on for 2019 BC ng Massey Stre	CD Grant Funding – eet/ Rennie Place Senior
7. Resolution #18-13	Revision to Charges to		al Exterminating	Service Charge –
8. Resolution #18-14	Authorization of Rental	of 1 st Floor Office	Space in LHA	Administration Building,
9. Resolution #18-15	Declaration of Lodi House	sing Authority - `	Vehicle & Maint	enance Equipment No
10. Resolution #18-16	Final Adoption of LHA's		& Capital Budge	et for Fiscal Year
11. Resolution #18-17	20 An	Laws		
DEPORT OF COMMISSION				
	<u>5</u> :			
Section of the contract of the				
	o one neuricaled that all the		ness K. Strakkinkinkinston katalas s	Demonstration and the secondary
discussing LHA business, will be issued the	s are reminded that all discuss tollowing: 1st - Reminder////	sions must pertain arning: 2 nd – Ruled	to Lodi Housing	Authority business. Citizens, no
discuss <u>non-LHA business,</u> he/she will be a	sked to leave LHA Meeting/C	ommunity Room.	Failure to comply	will result in citizen being
escorted out by Security.				and the second second and the second
ADJOURNMENT: Motion	n: Seconded:			
Cody De Nobile	Lynch Marra	Woods	Di Chiara	Schrieks

Meeting was adjourned at ____

PM

REPORT OF ATTORNEY:

REFER TO CLOSED SESSION - ATTORNEY-CLIENT PRIVILEGED DISCUSSIONS

DI	SC	:U	SS	10	N	:
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- 1. <u>NEW</u>:
 - Evictions/Notices to Cease/Related Hearings
- 2. UPDATE:
- 3. ANY OTHER PENDING LITIGATION/PERSONNEL MATTERS:
 - ➤ Personnel Matters NJ State Law All employees to earn sick leave of 1 hour for every 30 hours worked to max of 30 hours per benefit period (year)

REPORT OF ACCOUNTANT:

1. NOTHING AT THIS TIME

REPORT OF SECURITY:

1. NOTHING AT THIS TIME

MONTHLY BILLS AGENDA -- DECEMBER 2018

PUBLIC HOUSING & SECTION 8

DISBURSEMENT AS REFLECTED IN PAYROLL PERIOD 11/18/18 - 12/18/18 - 12/18/18 - 12/18/18 - 12/18/18 12/18/18 - 12/18/18 12/18/18 12/18/18 13/18/1		CHECK PAYABLE TO	DATE	CHK#	EXPLANATION	AM	OUNT
PSE&G		DISBURSEMENT	AS REFLE	CTED IN	PAYROLL PERIOD		
1 PSESG		11/18/	18 - 12/1/18	- 12/2/18	-12/15/18		
State Of NJ-Commissioner of LWD		A	RE HEREB	Y APPRO	OVED		
2 State of NJ-Commissioner of LWD	1	PSE&G	11/19/18	11902	October Utilities	\$	21,763.78
3 Northern Tool & Equipment	2	State Of NJ-Commissioner orf LWD	11/26/18	11903	Gerald LPL License Renewal		
4 ShopRite of Lodi	3	Northern Tool & Equipment	11/28/18		Snow Blower		
5 T-Mobile	7		12/3/18	11905	Tenant Gift Cards		
6 Verizon	5	T-Mobile	12/4/18	11906	Cell Phones		
7 U.S. Overall Cleaners	6	Verizon	12/4/18	11907	Phone		
8 Home Depot Credit Services 12/4/18 11990 Maintenance Supplies \$ 1,165.54 9 Business Card 12/4/18 11910 Maintenance Supplies \$ 1,909.13 10 Verizon 12/4/18 11911 Cell Phones \$ 124.30 11 Interstate Waste Services 12/4/18 11912 Trash Removal \$ 842.55 12 Optimum 12/4/18 11913 Phone, Internet, Cable \$ 520.15 13 Passaic Valley Water Commission 12/4/18 11914 October Water \$ 5,541.69 14 Jersey Elevator 12/7/18 11915 Monthly Maintenance \$ 166.17 15 AMS Ties, Inc. 12/7/18 11916 Ph Nov 2018 Background Chks \$ 60.00 16 Noreika Service Station 12/7/18 11916 Ph Nov 2018 Background Chks \$ 60.00 17 American Fence Company 12/7/18 11917 November 2018 Fuel \$ 373.00 18 Purchase Power 12/7/18 3078 Stamps \$ 641.98 19 Ready Refresh 12/7/18 3079 Nov Water & Coffee \$ 181.67 20 AMS Ties, Inc. 12/7/18 3080 88 Nov 2018 Background Chks \$ 24.00 21 Anna Marzocca 12/7/18 3080 88 Nov 2018 Background Chks \$ 24.00 22 Florence Nemeth 12/7/18 3080 88 Nov 2018 Background Chks \$ 24.00 23 Delta Dental of New Jersey 12/14/18 Online PH Employee Dental \$ 10.09 24 Delta Dental of New Jersey 12/14/18 Online PH Employee Dental \$ 174.52 25 NJ Division of Pensions and Benefits 12/14/18 Online SA Employee \$ 15,973.07 26 NJ Division of Pensions and Benefits 12/14/18 Online SR Active Employee \$ 15,973.07 27 NJ Division of Pensions and Benefits 12/14/18 Online SA Retired Employee \$ 3,383.31 28 Ra Design Consultants 12/17/18 11920 Srowblower Repair \$ 288.28 29 Chief Fire Equipment & Service 12/17/18 11920 Srowblower Repair \$ 55.00 30 New Jersey NAHRO 12/17/18 11920 Srowblower Repair \$ 55.00 31 Ra Roesign Consultants 12/17/18 11924 2019 Membership Dues \$ 76,000.00 32 Ra Roesign Consultants 12/17/18 11925 Fire Alarm/Calt-to-Aid Consult \$ 50.00 33 Verizona Nature Co	7	U.S. Overall Cleaners	12/4/18		Uniform Cleaning		
9 Business Card	8	Home Depot Credit Services	12/4/18	11909		\$	
10 Verizon			12/4/18	11910			
11 Interstate Waste Services	10	Verizon	12/4/18	11911			
12 Optimum	11	Interstate Waste Services	12/4/18	11912	Trash Removal		
13 Passaic Valley Water Commission 12/4/18 11914 October Water \$ 5,541.68 14 Jersey Elevator 12/7/18 11915 Monthly Maintenance 166.17 5 AMS Ties, Inc. 12/7/18 11916 PH Nov 2018 Background Chks \$ 60.00 16 Noreika Service Station 12/7/18 11917 November 2018 Fuel \$ 373.00 17 American Fence Company 12/7/18 11918 Fences \$ 2,825.00 18 Purchase Power 12/7/18 3078 Stamps \$ 641.98 19 Ready Refresh 12/7/18 3079 Nov Water & Coffee \$ 181.67 20 AMS Ties, Inc. 12/7/18 3080 S8 Nov 2018 Background Chks \$ 24.00 21 Anna Marzocca 12/7/18 3080 S8 Nov 2018 Background Chks \$ 24.00 22 Florence Nemeth 12/7/18 3080 S8 Nov 2018 Background Chks \$ 24.00 23 Delta Dental of New Jersey 12/14/18 Online PH Employee Dental \$ 10.02 24 Delta Dental of New Jersey 12/14/18 Online PH Employee Dental \$ 974.56 25 NJ Division of Pensions and Benefits 12/14/18 Online PH Extive Employee \$ 15,973.07 26 NJ Division of Pensions and Benefits 12/14/18 Online PH Retired Employee \$ 15,973.07 27 NJ Division of Pensions and Benefits 12/14/18 Online S8 Retired Employee \$ 3,883.31 28 NJ Division of Pensions and Benefits 12/14/18 Online S8 Retired Employee \$ 3,883.31 29 Chief Fire Equipment & Service 12/17/18 11921 Snowblower Repair \$ 288.28 30 Rob's Automotive Serice 12/17/18 11921 Fire Alarm/Cali-to-Aid Foundation Processing \$ 76,000.00 31 Rag Design Consultants 12/14/18 11924 Fire Alarm/Cali-to-Aid Foundation Processing \$ 10.70 32 R&R Design Consultants 12/19/18 11925 Fire Alarm/Cali-to-Aid Consult \$ 5,500.00 33 Buggin' Out, LLC 12/17/18 11924 Fire Alarm/Cali-to-Aid Consult \$ 5,500.00 34 New Jersey NAHRO 12/19/18 11925 Fire Alarm/Cali-to-Aid Consult \$ 5,500.00 35 Paulhus and Associates 12/19/18 11925 Fire Alarm/Cali-to-Aid Consult \$ 5,500.00 36	12	Optimum	12/4/18	11913	Phone, Internet, Cable		
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17	16	Noreika Service Station	12/7/18	11917			
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19 Ready Refresh	18	Purchase Power	12/7/18	3078	Stamps		
20	19 I	Ready Refresh	12/7/18	3079			
21 Anna Marzocca 12/7/18 1449 Security Deposit Refund \$ 100.09	20 /	AMS Ties, Inc.	12/7/18	3080	S8 Nov 2018 Background Chks	3,500	
22 Florence Nemeth 12/7/18 1450 Security Deposit Refund \$ 101.52	21	Anna Marzocca	12/7/18	1449			
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28 NJ Division of Pensions and Benefits 12/14/18 Online S8 Retired Employee \$ 3,152.06 29 Chief Fire Equipment & Service 12/17/18 11919 Extinguisher Service \$ 134.76 30 Rob's Automotive Serice 12/17/18 11920 Snowblower Repair \$ 288.28 31 DavEd Fire Systems, Inc. 12/17/18 11921 Replacement of Fire Alarm/Call-to-Aid Funded through 2017 BCCD Grant \$ 76,000.00 32 R&R Design Consultants 12/17/18 11922 Fire Alarm/Call-to-Aid Consult \$ 656.00 33 Buggin' Out, LLC 12/17/18 11923 Nov 2018 DVP Routine Exterminating \$ 295.00 34 New Jersey NAHRO 12/17/18 11924 2019 Membership Dues \$ 175.00 35 Hildegard Mahady 12/17/18 1451 Tenant Security Deposit Retund \$ 011.70 36 R&R Design Consultants 12/19/18 11925 Removal/Replacement of Hot Water Tank Consult - Partial Payment \$ 5,500.00 37 NJ Labor Law Poster Service 12/19/18 11925 State & Federal Posters \$ 152	27	NJ Division of Pensions and Benefits	12/14/18	Online			
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DavEd Fire Systems, Inc. 12/17/18 11921 Replacement of Fire Alarm/Call-to-Aid Funded through 2017 BCCD Grant \$ 76,000.00 32 R&R Design Consultants 12/17/18 11922 Fire Alarm/Call-to-Aid Consult \$ 656.00 33 Buggin' Out, LLC 12/17/18 11923 Nov 2018 DVP Routine Exterminating \$ 295.00 34 New Jersey NAHRO 12/17/18 11924 2019 Membership Dues \$ 175.00 35 Hildegard Mahady 12/17/18 1451 Tenant Security Deposit Refund \$ 101.70 \$ R&R Design Consultants 12/19/18 11925 Removal/Replacement of Hot Water \$ 5,500.00 37 NJ Labor Law Poster Service 12/19/18 11926 State & Federal Posters \$ 152.00 38 Paulhus and Associates 12/19/18 11927 PH Oct & Nov 2018 50058 Procressing \$ 302.50 39 Verizon 12/19/18 11928 Phones \$ 303.70 40 Passaic Valley Water Commission 12/19/18 11929 November Water \$ 5,729.37 41 Conrad M. Olear, Esq. 12/19/18 11930 PH Dec 2018 Legal Retain. & Ext. Ord. \$ 1,866.66 42 North Jersey Media Group 12/19/18 11931 Public Notice \$ 108.00 43 Dor-Win 12/19/18 11932 Glass Repair \$ 303.00 44 W.B. Mason 12/19/18 11933 Office Supplies \$ 1,844.72 45 Reno's Appliances 12/19/18 11935 Maintenance Supplies \$ 1,339.00 46 Wallington Plumbing & Heating 12/19/18 11935 Maintenance Supplies \$ 2,490.00 \$	29 (Chief Fire Equipment & Service	12/17/18	11919	Extinguisher Service	\$	
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				11935	Maintenance Supplies	\$	168.17
48 Millennium Mechanical, LLC 12/19/18 11937 August A/C Repair \$ 360.00	-			11936	NM #32 & DVP #18C Floor Repair	\$	2,490.00
T 000,000	48	Millennium Mechanical, LLC	12/19/18	11937	August A/C Repair	\$	360.00

49	Garfield Lumber & Millworks, Inc.	12/19/18	11938	Maintenance Supplies	\$ 1.39
50	Riccardi Brothers	12/19/18	11939	Paint Supplies	\$ 509.74
51	W.B. Mason	12/19/18	3081	Office Supplies	\$ 548.95
52	Paulhus and Associates	12/19/18	3082	S8 Oct & Nov 2018 50058 Procressing	\$ 858.00
53	Ready Refresh	12/19/18	3083	Dec Water & Coffee	\$ 190.75
54	Conrad M. Olear, Esq.	12/19/18	3084	S8 Dec 2018 Legal Retainer	\$ 1,166.66
55	PSE&G	12/20/18	11940	November Utilities	\$ 32,758.99
56	Wallace P. Nowosielecki	12/20/18	11941	PH Dec 2018 Acct. Retainer	\$ 1,166.66
57	Cliffside Body Corp.	12/20/18	11942	Plow Repair	\$ 197.75
58	SGTS Maintenance, LLC	12/20/18	11943	Nov 2018 Office Cleaning	\$ 940.00
59	Wallace P. Nowosielecki	12/20/18	3085	S8 Dec 2018 Acct. Retainer	\$ 1,166.67

REPORT OF EXECUTIVE DIRECTOR:

1. Approximate total interest up to December 2018 is \$890.00±

2. **CONTRACT REPORT**:

	CONTRACT AWARDED TO:	CONTRACT FOR:		
1.	R&R Design Consultants, LLC 415 Terrace Avenue Hasbrouck Heights, NJ 07604	Professional Design/Engineering Services for Repair: CCTV Surveillance System at all LHA Complexes \$2,750.00		
2.				
Ī	FURTHER CERTIFY THAT ALL CONTRACT PRICES	AWARD THE CONTRACTS, AS REFERENCED HEREIN AND WERE OBTAINED IN COMPLIANCE WITH LHA AND THE STABLISHMENT OF PROCUREMENT POLICY.		
File	CONTRACT LISTED ABOVE DOES NOT REQUIRE E	BOARD APPROVAL SINCE YEARLY CONTRACT AMOUNT		

	CONTRACT AWARDED TO:	CONTRACT FOR:
1.		
	FURTHER CERTIFY THAT ALL CONTRACT PRICES W US DEPARTMENT OF HUD CFR 85-36 EST	WARD THE CONTRACTS, AS REFERENCED HEREIN AND /ERE OBTAINED IN COMPLIANCE WITH LHA AND THE /ABLISHMENT OF PROCUREMENT POLICY.
		D APPROVAL SINCE YEARLY CONTRACT AMOUNT CTOR'S THRESHOLD TO AWARD

- 3. Ordered new snow vehicle via Bergen County Co-op Purchasing or NJ State Co-op
- 4. Correspondence & LHA Resolution forwarded to BCCD for Unprogrammed Funds
- 5. Rental of 1st floor as Administrative Offices with Lodi Boys/Girls Club refer to Resolution #18-14
- 6. De Vries Park as a result of recent report of vehicles driving onto DVP property by Building #8 at end of Liberty Street, guardrail has been installed
- 7. LHA purchased and received donation of gift cards from Inserra Supermarkets (Shop Rite) and the Hasbrouck Heights Elks all of which have been distributed for Christmas



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

- 1. To date, there are 474 HCV/Section 8 Participants presently on the program
- 2. FEMA no update
- 3. Partial Replacement of Fire Alarm/Call to Aid Systems at 20 Rennie Place Pre-Bid Meeting scheduled for 12/20/18 Public Bid Opening scheduled for 12/28/18 Pending BCCD Funding Application
- 4. Replacement of Fire Alarm System at Massey/North Main completed

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.)

Rent Write-Off FYE 09/30/19 – Cecilia Frawley – DVP #21A
Designation of Fund Commissioner – NJPHA JIF – Fund Year 2019
Annual Certification of Executive Director/Secretary Treasurer's & Commissioners' Completion of Mandated Training
Change Order #1 – Cost Change of \$6,336 Pertaining to Removal/ Replacement of Fire Alarm System (Massey/North Main) – DavEd Fire Systems, Inc.
Rejection of Single Bid Received on 11/29/18 for Replacement of Fire Alarm System at Rennie Place Senior Citizen Complex
Authorization for Submission of Application for 2019 BCCD Grant Funding – Removal/Replacement of Boilers Servicing Massey Street/ Rennie Place Senior Citizen Complexes
Revision to Charges to Tenants – Special Exterminating Service Charge – Effective February 1, 2019
Authorization of Rental of 1 st Floor Office Space in LHA Administration Building, 50 Brookside Avenue, Lodi
Declaration of Lodi Housing Authority – Vehicle & Maintenance Equipment No Longer Useful/Viable for Public Use
Final Adoption of LHA's Annual Budget & Capital Budget for Fiscal Year 10/01/18 – 09/30/19
Amendment to LHA By-Laws

	Motion:			econded: _			
Cody	De Nobile	Lynch	Marra	Woods	Di Chiara	Schrieks	

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