

**MINUTES OF THE REGULAR MEETING OF LODI
HOUSING AUTHORITY, 50 BROOKSIDE AVENUE,
LODI, NEW JERSEY AT 7:00 PM ON THURSDAY,
MARCH 21, 2019**

Call to Order: The Meeting was chaired by Chairman Marc N. Schrieks who called the Regular Meeting to Order at 7:00 PM.

Pledge of Allegiance: Chairman Schrieks asked everyone stand and prior to reciting the Pledge of Allegiance, requested that a Moment of Silence be observed in honor of Commissioner Gerald “Jerry” Woods, who passed away on March 12, 2019. Following the Moment of Silence, all in attendance recited the Pledge.

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 Schrieks 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 Marc N. Schrieks and the following Commissioners: Daniel J. Cody, Steven De Nobile, Paul V. Lynch, and Robert Marra.

Also present were Lodi Housing Authority 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 was absent.

Out of respect, the Housing Manager/Recording Secretary read Commissioner Jerry Woods’ name for one last time.

Bids: None

Approval of Minutes:

Motion was made by Commissioner Cody and Seconded by Commissioner Lynch to approve the Open Session of the February 21, 2019 Regular Meeting.
Upon Roll Call, the Board voted as follows:

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

Motion was made by Commissioner Cody and Seconded by Commissioner Lynch to approve the Closed Session of the February 21, 2019 Regular Meeting.
Upon Roll Call, the Board voted as follows:

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

MINUTES OF REGULAR MEETING – MARCH 21, 2019 (cont'd)

Communications:

- 1. Registration was renewed/activated for LHA's SAM (System for Award Management)
- 2. Dept. of HUD – Notice of VMS Remote Review of Section 8 Program covering 03/01/18 to 02/28/19

Report of Attorney:

- 1. Evictions/Notices to Cease/Related Hearings
 - o C. Fuentes (former S-8 Participant) – follow up on arrearages
- 2. 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

Bills Agenda:

**Motion to Approve the March 2019 Bills Agendas was made by
Commissioner Cody and Seconded by Commissioner Marra.
Upon Roll Call, the Board voted as follows:**

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

Report of Executive Director:

- 1. Approximate total interest earned, to date, is **\$3,050.00±**
- 2. **CONTRACT REPORT:**

CONTRACT AWARDED TO:		CONTRACT AWARDED FOR:
1.	Royal Printing Service 441 51 st Street West New York, NJ 07093 201-863-3131	Design/Printing/Mailing LHA Pre-Application Brochure & Design of new LHA Logo \$5,000± with postage cost of \$2,000±
2.		
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.		
CONTRACT LISTED ABOVE DOES NOT REQUIRE BOARD APPROVAL SINCE YEARLY CONTRACT AMOUNT IS WITHIN EXECUTIVE DIRECTOR'S THRESHOLD TO AWARD		

CONTRACT AWARDED TO:		CONTRACT AWARDED FOR:
1.		
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.		
CONTRACT LISTED ABOVE DOES REQUIRE BOARD APPROVAL SINCE YEARLY CONTRACT AMOUNT IS NOT WITHIN EXECUTIVE DIRECTOR'S THRESHOLD TO AWARD		

MINUTES OF REGULAR MEETING – MARCH 21, 2019 (cont'd)

3. Lodi Residence advertisement/brochure to receive PH/S-8 pre-applications
4. Public Bid advertisement for CCTV as funded by BCCD – pre-bid meeting 04/10/19 with bid opening on 04/19/19

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

1. Deputy Executive Director reported 467 HCV/Section 8 Participants presently on the program
2. FEMA – meeting tentatively scheduled for April 2019

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 Marra.
Upon Roll Call, the Board voted as follows:**

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

1. Resolution #18-26	Earned/Paid Sick Leave for LHA Seasonal/Part-time/Emergency Employees per NJSA 34:11D-1
2. Resolution #18-	

Report of Commissioner: None

Unfinished Business: None

Old Business: None

New Business: None

Good & Welfare: None

Hearing of Citizens: None in Attendance

Closed Session:

**Motion to End Regular Order of Business and go into Closed Session was made by Commissioner Cody and Seconded by Commissioner Lynch.
Upon Roll Call, the Board voted as follows:**

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

MINUTES OF REGULAR MEETING – MARCH 21, 2019 (cont'd)

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

Upon Roll Call, the Board voted as follows:

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

Adjournment:

Motion to Adjourn 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 Lynch Commissioner Marra Chairman Schriecks	NONE	NONE	Vice Chairman Di Chiara

Meeting was Adjourned at 7:45 PM and Chairman Schriecks declared the Regular Meeting closed.



THOMAS DeSOMMA
Executive Director/Secretary Treasurer



MARC N. SCHRIEKS, Chairman

Transcribed/Typed by:



CAROL A. FERRARA
Housing Manager/Recording Secretary

RESOLUTION NO. 18-26

Governing Body Recorded Vote – Members:

Board Members	Aye	Nay	Abstain	Absent
Commissioner D. J. Cody	✓			
Commissioner S. De Nobile	✓			
Commissioner P. V. Lynch	✓			
Commissioner R. Marra	✓			
Commissioner G. Woods				Deceased
Vice Chairman A. Di Chiara				✓
Chairman M. N. Schrieks	✓			

Approved ☒ Denied ☐

REVIEWED AND APPROVED AS TO LEGALITY:

LHA ATTORNEY – CONRAD M. OLEAR, ESQ.

EARNED/PAID SICK LEAVE FOR LHA SEASONAL/PART-TIME/EMERGENCY EMPLOYEES PER NJSA 34:11D-1 – 1 HOUR FOR EVERY 30 HOURS WORKED

WHEREAS, the Board of Commissioners (Board) of Lodi Housing Authority (LHA) in conjunction with recently adopted NJSA 34:11D-1 pertaining to Earned/Paid Sick Leave (as referenced above); and

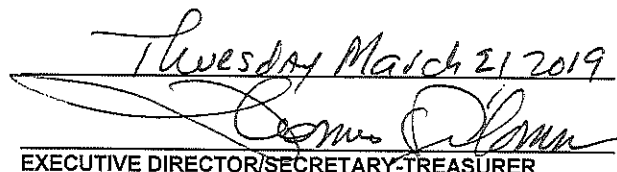
WHEREAS, Conrad M. Olear, Esq., LHA Counsel, has reviewed the recently adopted NJ State Law changes and has rendered his legal opinion that these changes apply to LHA Seasonal/Part-Time/Emergency Employees who work more than 30 hours within the established benefit year period.

NOW, THEREFORE, BE IT RESOLVED, the LHA Board of Commissioners, to be in compliance with NJSA 34:11D-1, hereby establishes the following:

- a. Benefit Year – June 1st through May 31st;
- b. Seasonal/Part-Time/Emergency Employee who works 30+ hours during benefit year will earn and be paid one (1) hour of paid leave and any such earned leave (1 hour) will be paid for or can be utilized during the following pay period of the earned leave. Should the accumulated sick leave hours go unpaid during Benefit Year, employee will be paid for such remaining leave hours at pay period following end of benefit year;
- c. Maximum hours paid during Benefit Year shall be 40 hours; and
- d. Employees earning 1 hour paid sick leave established herein may exercise the option to take earned hours as “paid sick leave” provided employee submits doctor’s certification upon requested by Executive Director or designee.

NOW, THEREFORE, BE IT FURTHER RESOLVED, Section I entitled Earned Paid Sick Leave – Part Time Employees is hereby amended as referenced above, effective June 1, 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:

Tuesday March 21 2019

 EXECUTIVE DIRECTOR/SECRETARY-TREASURER