

**MINUTES OF THE REGULAR MEETING OF LODI
HOUSING AUTHORITY, 50 BROOKSIDE AVENUE,
LODI, NEW JERSEY AT 7:08 PM ON THURSDAY,
MAY 23, 2019**

Call to Order: The Meeting was chaired by Chairman Marc N. Schrieks who called the Regular Meeting to Order at 7:08 PM (immediately following the Annual/Reorganization Meeting).

Pledge of Allegiance: Chairman Schrieks 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 Schrieks also stated the following, "This meeting has been publicly advertised in compliance with the Open Public Meeting Act."

Roll Call: The meeting was attended by Chairman Marc N. Schrieks, Vice Chairman Albert Di Chiara and 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.

No one was absent.

Bids: None

Approval of Minutes:

**Motion was made by Commissioner Cody and Seconded by Commissioner Lynch
to approve the Open Session of the April 25, 2019 Regular Meeting.
Upon Roll Call, the Board voted as follows:**

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

**Motion was made by Commissioner Cody and Seconded by Commissioner Lynch
to approve the Closed Session of the April 25, 2019 Regular Meeting.
Upon Roll Call, the Board voted as follows:**

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

Communications:

1. Submission of the Right to Know Survey (as required by the State of NJ Dept. of Health)
2. Congratulations to Commissioner Steve De Nobile for completing all courses required by NJDCA

MINUTES OF REGULAR MEETING – MAY 23, 2019 (cont'd)

Report of Attorney:

1. Evictions/Notices to Cease/Related Hearings
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 May 2019 Bills Agenda 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 Vice Chairman Di Chiara Chairman Schrieks | NONE | NONE | NONE |

Report of Executive Director:

1. Approximate total interest earned, to date, is \$5,945.00±

2. CONTRACT REPORT:

| CONTRACT AWARDED TO: | | CONTRACT AWARDED FOR: |
|---|--|--|
| 1. | Cammarota Landscaping, LLC 77 Highland Street Lincoln Park, NJ 07035 973-930-4988 cammarotalandscaping@aol.com | Landscaping Services at the DVP Family Complex May 30, 2019 thru October 30, 2019 \$250.00 per cut |
| 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 | | |

3. In process of preparing PH/S-8 Operating Budgets for FY 10/01/19-09/30/20 – anticipated for June meeting for Commissioners' review and consideration for Adoption
4. S/C Notice of increased costs for laundry room services
5. Maintenance Dept. in process of conducting Annual Inspections at all LHA Complexes
6. Letter to Bergen County Executive (James Tedesco III) and Mayor/Council – requesting and in support of speed bumps/crosswalk/safety lighting for Union Street area (proximity of the DVP Family Complex)
7. LHA has advertised to seek price quotations to outsource the Section 8 HQS Inspections
8. Photos pertaining to Rennie Place water main break (as repaired by PVW and Boro)

MINUTES OF REGULAR MEETING – MAY 23, 2019 (cont'd)

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 – ongoing
3. CCTV Public Bid – over budget – going out for re-bid
4. Dept. of HUD Conference Call (SPT)
5. Dept. of HUD Remote Validation Review of Section 8 VMS was completed

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 Marra and Seconded by Vice Chairman Di Chiara.
Upon Roll Call, the Board voted as follows:**

| AYES | NAYS | ABSTAINED | ABSENT |
|---|------|-----------|--------|
| Commissioner Cody Commissioner De Nobile Commissioner Lynch Commissioner Marra Vice Chairman Di Chiara Chairman Schrieke | NONE | NONE | NONE |

| | |
|----------------------|--|
| 1. Resolution #18-34 | Rejection of Single Bid Received on 05/09/19 for Replacement of CCTV System at all LHA Complexes |
| 2. Resolution #18-35 | Rescind Board Resolution #18-30 – Contract Award to Gem Landscaping for Landscaping Services at the DVP Family Complex |

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 Marra and Seconded by Vice Chairman Di Chiara.
Upon Roll Call, the Board voted as follows:**

| AYES | NAYS | ABSTAINED | ABSENT |
|---|------|-----------|--------|
| Commissioner Cody Commissioner De Nobile Commissioner Lynch Commissioner Marra Vice Chairman Di Chiara Chairman Schrieke | NONE | NONE | NONE |

MINUTES OF REGULAR MEETING – MAY 23, 2019 (cont'd)

**Motion to end Closed Session and return to Regular Order of Business 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 Vice Chairman Di Chiara Chairman Schrieks | NONE | NONE | NONE |


Adjournment:

Motion to Adjourn 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 Vice Chairman Di Chiara Chairman Schrieks | NONE | NONE | NONE |

Meeting was Adjourned at 7:55 PM and Chairman Schrieks 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. 18-34

Governing Body Recorded Vote – Members:

| Board Members | Aye | Nay | Abstain | Absent |
|----------------------------|-------------------------------------|-----|---------|--------|
| Commissioner D. J. Cody | <input checked="" type="checkbox"/> | | | |
| Commissioner S. De Nobile | <input checked="" type="checkbox"/> | | | |
| Commissioner P. V. Lynch | <input checked="" type="checkbox"/> | | | |
| Commissioner R. Marra | <input checked="" type="checkbox"/> | | | |
| Vice Chairman A. Di Chiara | <input checked="" type="checkbox"/> | | | |
| Chairman M. N. Schrieks | <input checked="" type="checkbox"/> | | | |

Approved ☒ Denied ☐

REVIEWED AND APPROVED AS TO LEGALITY:

LHA ATTORNEY – CONRAD M. OLEAR, ESQ.

REJECTION OF SINGLE BID RECEIVED ON 05/09/19 FOR REPLACEMENT OF CCTV SYSTEM FOR ALL LHA COMPLEXES

WHEREAS, Lodi Housing Authority (LHA) publicly advertised to receive sealed bids at 10:00 AM on May 9, 2019 for the Replacement of the CCTV System for all LHA Complexes (referenced above); and

WHEREAS, only one (1) public bid was received, opened, and reviewed by Russel Lipari, R&R Design Consultants, LLC, 415 Terrace Avenue, Hasbrouck Heights, NJ 07604 (the Authority's Design and Inspecting Architect) and then subsequently reviewed by LHA Counsel Conrad M. Olear, Esq.; and

WHEREAS, said bid received (determined to be the single bidder) was above the Authority's budgeted allocation (refer to Design & Inspection Engineer's correspondence of 05/13/19); and

WHEREAS, both the Architect and Attorney have recommended that, in the best interest of the Authority, the one (1) bid received be **Rejected** and re-advertised.

NOW, THEREFORE, BE IT RESOLVED, the public bid received pertaining to the Replacement of the CCTV System for all LHA's Complexes is hereby **Rejected**.

NOW, THEREFORE, BE IT FURTHER RESOLVED, the Executive Director/ Secretary-Treasurer is authorized to re-advertise to received public bids for the Replacement of the CCTV System for all LHA's Complexes.

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 May 23 2019

Conrad M. Olear
EXECUTIVE DIRECTOR/SECRETARY-TREASURER

RESOLUTION NO. 18-35

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 | ✓ | | | |
| Vice Chairman A. Di Chiara | ✓ | | | |
| Chairman M. N. Schrieks | ✓ | | | |

Approved ☒ Denied ☐

REVIEWED AND APPROVED AS TO LEGALITY:

LHA ATTORNEY – CONRAD M. OLEAR, ESQ.

**RESCINDING OF BOARD RESOLUTION #18-30 OF CONTRACT
AWARD FOR LANDSCAPING SERVICES AT DVP COMPLEX**

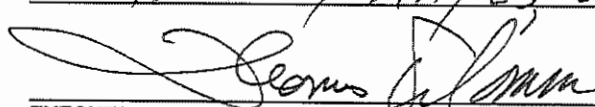
WHEREAS, Lodi Housing Authority (LHA) previously approved Board Resolution #18-30 on 04/25/19 (see attached), which had awarded landscaping services contract at the De Vries Park (DVP) Complex; and

WHEREAS, the contractor (Gem Landscaping, PO Box 679, Saddle River, NJ) has failed to respond and provide LHA with proper contract documentation, such as Certificate of Insurance, NJ Business Registration, etc. and has failed to respond to numerous attempts to contact them through phone calls and emails.

NOW, THEREFORE, BE IT RESOLVED, the previous Resolution #18-30 authorizing contract award to Gem Landscaping is hereby **Rescinded**.

NOW, THEREFORE, BE IT FURTHER RESOLVED, the Executive Director/ Secretary-Treasurer is hereby authorized to notify Gem Landscaping accordingly and is further authorized to solicit and procure such landscaping services for the De Vries Park Family Complex, as deemed necessary.

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 May 23 2019

EXECUTIVE DIRECTOR/SECRETARY-TREASURER

April 25, 2019

RESOLUTION NO. 18-30

Governing Body Recorded Vote – Members:

| Board Members | Aye | Nay | Abstain | Absent |
|----------------------------|-------------------------------------|-----|-------------------------------------|--------|
| Commissioner D. J. Cody | <input checked="" type="checkbox"/> | | | |
| Commissioner S. De Nobile | <input checked="" type="checkbox"/> | | | |
| Commissioner P. V. Lynch | <input checked="" type="checkbox"/> | | | |
| Commissioner R. Marra | <input checked="" type="checkbox"/> | | | |
| Vice Chairman A. Di Chiara | | | <input checked="" type="checkbox"/> | |
| Chairman M. N. Schrieks | <input checked="" type="checkbox"/> | | | |

Approved ☒ Denied ☐

REVIEWED AND APPROVED AS TO LEGALITY:

LHA ATTORNEY – CONRAD M. OLEAR, ESQ.

CONTRACT AWARD – LANDSCAPING SERVICES FOR De VRIES PARK FAMILY COMPLEX

As the Executive Director/Secretary-Treasurer of Lodi Housing Authority and in compliance with NJSA 40:A11-3, covering awards/solicitations for purchases and contractor agreements not required to be advertised, I hereby certify that the Lodi Housing Authority has solicited price quotes April 2019 for such contracting services in compliance with the aforementioned NJSA 40:A11-3 and the US Department of HUD "Competitive Process" required under 24CFR 85:36 Procurement, and under the Authority's By-Laws, Section 9;

I hereby recommend Gem Landscaping, PO Box 679, Saddle River, NJ 07458 be awarded **Landscaping Services** to be performed at the De Vries Park Family Complex (DVP), not to exceed \$16,000.00 for services as follows:

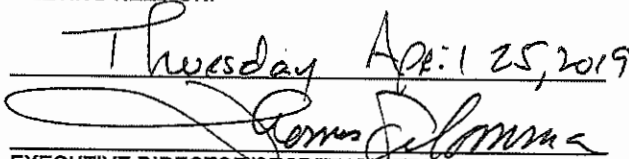
- **Weekly Lawn Maintenance:** May 1st – October 31st – 27 weekly cuttings @ \$500.00 per week;
- **Edging of Property:** All walkways & curbing edged @ \$300.00, when needed or specified;
- **Optional:** 2 additional visits in November includes cutting of all lawn areas, blowing of leaves and removal of debris @ \$500.00 per visit; and
- **Final Leaf Clean-up:** 1 final leaf clean-up in December with removal of all debris @ \$1,500.00.

WHEREAS, the Division of Local Finances requires "Certification of Funding Availability" when awarding contracts.

NOW, THEREFORE, BE IT RESOLVED, as the Executive Director/Secretary-Treasurer, I hereby certify funding availability to award contract referenced herein.

NOW, THEREFORE, BE IT FURTHER RESOLVED, Gem Landscaping is hereby awarded Landscaping Contract Services referenced herein and the Executive Director/Secretary-Treasurer is hereby authorized to execute any and all related contract documents necessary.

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 April 25, 2019

EXECUTIVE DIRECTOR/SECRETARY-TREASURER