

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 ___ Lynch ___ Marra ___ Riley ___ Di Chiara ___ Schrieks ___
Executive Director ___ Attorney ___ Deputy Executive Director ___ Recording Secretary ___

BIDS:**APPROVAL OF MINUTES:**

- **Regular Meeting – Open Session – September 26, 2019:** Motion: _____ Seconded: _____
Cody ___ De Nobile ___ Lynch ___ Marra ___ Riley ___ Di Chiara ___ Schrieks ___
- **Regular Meeting – Closed Session – September 26, 2019:** Motion: _____ Seconded: _____
Cody ___ De Nobile ___ Lynch ___ Marra ___ Riley ___ Di Chiara ___ Schrieks ___

COMMUNICATIONS:

1. NJDCA – Approval of LHA FY 10/01/19 thru 09/30/20 PH & S-8 Operating Budget – Final Approval
Resolution will be on 12/19/19 Agenda

REPORT OF ATTORNEY:**REPORT OF ACCOUNTANT:****REPORT OF SECURITY:****MONTHLY BILLS – PH & S-8:****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 #19-01	Contract Award – 2-Year Contract for Scavenger Service (Dumpster) at all LHA Senior Citizen Complexes – 01/01/20 – 12/31/22
2. Resolution #19-02	Approval of Board Meeting Dates for CY 2020

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 ___ Lynch ___ Marra ___ Riley ___ Di Chiara ___ Schrieks ___

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

2. UPDATE:

3. ANY OTHER PENDING LITIGATION/PERSONNEL MATTERS:

REPORT OF ACCOUNTANT:

1. NOTHING AT THIS TIME
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REPORT OF SECURITY:

1. NOTHING AT THIS TIME

MONTHLY BILLS AGENDA -- FYE September 2019

PUBLIC HOUSING & SECTION 8

	CHECK PAYABLE TO	DATE	CHK #	EXPLANATION	AMOUNT
DISBURSEMENT AS REFLECTED IN PAYROLL PERIOD					
9/22/19 - 9/28/19					
ARE HEREBY APPROVED					
1	Staples Credit Plan	9/30/19	12340	Office Supplies	\$ 254.67
2	Cammarota Landscaping, LLC	9/30/19	12341	Sep 2019 Landscaping	\$ 1,000.00
3	Wallington Plumbing & Heating	9/30/19	12342	Maintenance Supplies	\$ 763.66
4	Riccardi Brothers	9/30/19	12343	Maintenance Supplies	\$ 268.15
5	Verizon	9/30/19	12344	Phones	\$ 36.72
6	AMS Ties, Inc.	9/30/19	12345	PH Sep 2019 Background Chks	\$ 24.00
7	T-Mobile	9/30/19	12346	Cell Phones	\$ 175.11
8	U.S. Overall Cleaners	9/30/19	12347	Sep Uniform Cleaning	\$ 360.00
9	Noreika Service Station	9/30/19	12348	September 2019 Fuel	\$ 67.00
10	W.B. Mason	9/30/19	12349	Office Supplies	\$ 265.74
11	Thomas DeSomma	9/30/19	12350	Petty Cash Reimbursment	\$ 552.83
12	AMS Ties, Inc.	9/30/19	3154	S8 Sep 2019 Background Chks	\$ 84.00
13	SGTS Maintenance, LLC.	9/30/19	12351	September 2019 Office Cleaning	\$ 940.00
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MONTHLY BILLS AGENDA -- October 2019

PUBLIC HOUSING & SECTION 8

	CHECK PAYABLE TO	DATE	CHK #	EXPLANATION	AMOUNT
DISBURSEMENT AS REFLECTED IN PAYROLL PERIOD					
9/29/19 - 10/12/19 THRU 10/13/19 - 10/26/2019					
ARE HEREBY APPROVED					
1	Thomas DeSomma	10/1/19	12339	FY 19-20 Employee Eye Care Reimburs.	\$ 326.00
2	Joan Mastrofilipo	10/1/19	12352	Medicare Reimburs.	\$ 406.50
3	Lenore Morrell	10/1/19	12353	Medicare Reimburs.	\$ 606.00
4	Carolyn Capabianca	10/1/19	3155	Medicare Reimburs.	\$ 406.50
5	Ida Press	10/1/19	3156	Medicare Reimburs.	\$ 406.50
6	Lorraine Haskoor	10/1/19	3157	Medicare Reimburs.	\$ 406.50
7	Saverio Saulino	10/1/19	3158	Medicare Reimburs.	\$ 406.50
8	Frank Ciliberto	10/10/19	12354	Reimburs. Truck Reg & HUD Meeting Expenses	\$ 763.37
9	NJ Division of Pensions and Benefits	10/11/19	Online	PH Active Employee	\$ 15,246.93
10	NJ Division of Pensions and Benefits	10/11/19	Online	S8 Active Employee	\$ 7,845.85
11	NJ Division of Pensions and Benefits	10/11/19	Online	PH Retired Employee	\$ 2,315.65
12	NJ Division of Pensions and Benefits	10/11/19	Online	S8 Retired Employee	\$ 1,998.06
13	Delta Dental of New Jersey	10/11/19	Online	PH Employee Dental	\$ 1,322.83
14	Delta Dental of New Jersey	10/11/19	Online	S8 Employee Dental	\$ 1,000.45
15	Wallace P. Nowosielecki	10/15/19	12355	PH Oct 2019 Acct. Retain.	\$ 1,166.66
16	NFIP Direct Servicing Agent	10/15/19	12356	FEMA Flood Payments	\$ 9,866.00
17	Swift Electrical Supply Company	10/15/19	12357	Maintenance Supplies	\$ 54.89
18	Business Card	10/15/19	12358	Maintenance Supplies & Training	\$ 1,262.27
19	W.B. Mason	10/15/19	12359	Office Supplies	\$ 514.89
20	Lodi Fire Prevention Bureau	10/15/19	12360	S/C Registration Fees	\$ 755.00
21	Presto Printing	10/15/19	12361	Envelopes	\$ 160.00
22	DavEd Fire Systems, Inc.	10/15/19	12362	Contract Alarm Monitoring	\$ 610.00
23	Interstate Waster Services	10/15/19	12363	Trash Removal	\$ 846.66
24	Maztek IT	10/15/19	12364	Email & Phone Systems	\$ 950.28
25	Jersey Elevator	10/15/19	12365	Monthly Elevator Maintenance	\$ 166.92
26	Wallace P. Nowosielecki	10/15/19	3159	S8 Oct 2019 Acct. Retain.	\$ 1,166.67
27	Northeastern Utility Consultants, LLC	10/15/19	3160	S8 Yearly Utility Allowances	\$ 800.00
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REPORT OF EXECUTIVE DIRECTOR:

1. Approximate total interest thru October 2019 is **\$13,750.00±**

2. CONTRACT REPORT:

CONTRACT AWARDED TO:		CONTRACT FOR:
1.	Buggin Out, LLC 159 Corabelle Avenue Lodi, NJ 07644 201-566-6852	General Exterminating Services at all LHA Complexes 2-Year Contract – 01/01/20 thru 12/31/21 \$4,740 (1 st year)/\$5,220 (2 nd year)
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 <u>DOES NOT REQUIRE BOARD APPROVAL</u> SINCE YEARLY CONTRACT AMOUNT IS WITHIN EXECUTIVE DIRECTOR’S THRESHOLD TO AWARD		

CONTRACT AWARDED TO:		CONTRACT FOR:
1.		
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 <u>DOES REQUIRE BOARD APPROVAL</u> SINCE YEARLY CONTRACT AMOUNT IS NOT WITHIN EXECUTIVE DIRECTOR’S THRESHOLD TO AWARD		

- 3. NJPHA (JIF) OSHA Training – 10/28/19 & 10/30/19 – to be attended by Frank Ciliberto, Maintenance Superintendent, and Frank Licata, Jr., Sr. Maintenance Repairer-LPL
- 4. Massey Street balcony repair at Units #7 & #8 – refer to photos & price quote – to be repaired by Maintenance (in-house)
- 5. HUD Personnel met at LHA (on 10/8/19) t discuss Section 8 VMS and PH – to be discussed

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

1. To date, there are 473 HCV/Section 8 Participants presently on the program
2. **FEMA** – discuss LHA Counsel's recommendation
3. CCTV Public Bid – Contract awarded – to be discussed
4. Westmont Gardens (formerly Wrights Village) – in-house decision pertaining to Notice of Increase (ranging from 5% to 7%) for Section 8 Participants – Westmont Gardens previously honoring 3% increase – to be discussed
5. PK Mechanical – DVP domestic hot water tank – refer to photos previously distributed
6. Update on pedestrian walkway @ De Vries Park (Union Street) and North Main Street Senior Citizen Complex

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 #19-01	Contract Award – 2-Year Contract for Scavenger Service at all LHA Senior Citizen Complexes – 01/01/20 – 12/31/22
2. Resolution #19-02	Approval of Board Meeting Dates for CY 2020

Motion: _____ Seconded: _____

Cody ____ De Nobile ____ Lynch ____ Marra ____ Riley ____ Di Chiara ____ Schrieks ____

RESOLUTION NO. 19-01

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 R. Riley, Jr.				
Vice Chairman A. Di Chiara				
Chairman M. N. Schrieks				

Approved _____ Denied _____

REVIEWED AND APPROVED AS TO LEGALITY:

LHA ATTORNEY – CONRAD M. OLEAR, ESQ.

**3-YEAR CONTRACT TO PROVIDE SCAVENGER SERVICE
(GARBAGE PICK UP) FOR ALL S/C COMPLEXES
JANUARY 1, 20120 THRU DECEMBER 31, 2022**

WHEREAS, it is the intention of Lodi Housing Authority to provide disposal of all garbage, rubbish and other solid waste in a safe and sanitary manner to all residents within Lodi Housing Authority's Senior Citizen Complexes; and

WHEREAS, Lodi Housing Authority solicited proposals (publicly advertised) from scavenger contractors in accordance with competitive pricing regulations; and

WHEREAS, a review has been made by the Lodi Housing Authority Attorney of the proposal received, which has been found to be in compliance with Lodi Housing Authority's Procurement Policy as well as the provisions of the New Jersey Statutes as promulgated by the Department of Public Utilities, Board of Public Utilities Commissioner, including NJ Local Unit Pay-to-Play Law under NJSA 19:44A-20.4 et.seq.; and

NOW, THEREFORE, BE IT RESOLVED by the Lodi Housing Authority that a 3-Year Contract for waste disposal for all Senior Citizen Complexes be awarded to Interstate Waste Services of New Jersey, Inc., 300 Frank W. Burr Boulevard, Suite 39, Teaneck, NJ 07666, as the lowest qualified bidder, in the **total contract amount for three (3) years of \$31,708.44**, on a yearly basis as follows:

01/01/20 – 12/31/20	\$10,464.84 – 1 st year (\$872.07 monthly)
01/01/21 – 12/31/21	\$10,464.84 – 2 nd year (\$872.07 monthly)
01/01/22 – 12/31/22	\$10,778.76 – 3 rd year (\$898.23 monthly)

BE IT FURTHER RESOLVED, the Authority's Public Housing yearly Operating budget allocations be amended to coincide with this 3-Year Scavenger Service Contract amount, which is effective from January 1, 2020 through December 31, 2022.

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:

EXECUTIVE DIRECTOR/SECRETARY-TREASURER

RESOLUTION NO. 19-02

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 R. Riley, Jr.				
Vice Chairman A. Di Chiara				
Chairman M. N. Schrieks				

Approved _____ Denied _____

REVIEWED AND APPROVED AS TO LEGALITY:

LHA ATTORNEY – CONRAD M. OLEAR, ESQ.

APPROVAL OF BOARD MEETING DATES FOR CY 2020

BE IT RESOLVED, by the Housing Authority of the Borough of Lodi that the Public Meetings of the Housing Authority of the Borough of Lodi will be held at the Lodi Housing Authority Community Room, 50 Brookside Avenue, Lodi, New Jersey in accordance with the Sunshine Law. Regular Meetings will be held according to the following schedule:

REGULAR MEETING	DAY	TIME
JANUARY 16, 2020	THURSDAY	7:00 P.M.
FEBRUARY 20, 2020	THURSDAY	7:00 P.M.
MARCH 19, 2020	THURSDAY	7:00 P.M.
APRIL 16, 2020	THURSDAY	7:00 P.M.
MAY 28, 2020 ANNUAL REORGANIZATION MEETING (REGULAR MEETING TO FOLLOW)	THURSDAY	7:00 P.M.
JUNE 18, 2020	THURSDAY	7:00 P.M.
JULY 16, 2020	THURSDAY	7:00 P.M.
AUGUST 20, 2020	THURSDAY	7:00 P.M.
SEPTEMBER 17, 2020	THURSDAY	7:00 P.M.
OCTOBER 15, 2020	THURSDAY	7:00 P.M.
NOVEMBER 19, 2020	THURSDAY	7:00 P.M.
DECEMBER 17, 2020	THURSDAY	7:00 P.M.

The following is the Regular Meeting Agenda of the Housing Authority of the Borough of Lodi:

CALL TO ORDER
PLEDGE OF ALLEGIANCE
NOTICE OF MEETING
ROLL CALL
BIDS
APPROVAL OF MINUTES
COMMUNICATIONS
REPORT OF ATTORNEY
REPORT OF ACCOUNTANT
REPORT OF SECURITY
MONTHLY BILLS – PUBLIC HOUSING & SECTION 8
REPORT OF EXECUTIVE DIRECTOR
REPORT OF DEPUTY EXECUTIVE DIR./ADMIN. OF SECTION 8/HOUSING MANAGER
RESOLUTIONS
REPORT OF COMMISSIONERS
UNFINISHED BUSINESS
OLD BUSINESS
NEW BUSINESS
GOOD AND WELFARE
HEARING OF CITIZENS
CLOSED SESSION – ATTORNEY-CLIENT PRIVILEGED DISCUSSIONS
ADJOURNMENT

Any changes to the above-scheduled Regular Meeting dates require 48-hour notice. Any Special Meeting will be held with 48-hour notice prior to Special Meeting.

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:

EXECUTIVE DIRECTOR/SECRETARY-TREASURER

(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:**
2. **UPDATE:**
3. **ANY OTHER PENDING LITIGATION/PERSONNEL MATTERS:**