

**MINUTES OF THE REGULAR MEETING OF LODI
HOUSING AUTHORITY, 50 BROOKSIDE AVENUE,
LODI, NEW JERSEY AT 7:00 PM ON THURSDAY,
SEPTEMBER 26, 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 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, Paul V. Lynch, Robert Riley, Jr., and Robert Marra. Commissioner Steven De Nobile and Deputy Executive Director Gary Luna were absent.

Also present were Lodi Housing Authority Attorney Conrad M. Olear, Esq., Executive Director/Secretary Treasurer Thomas DeSomma, and Housing Manager/Recording Secretary Carol A. Ferrara.

Bids: None

Approval of Minutes:

Motion was made by Vice Chairman Di Chiara and Seconded by Commissioner Cody to approve the Minutes of the Open Session of the June 20, 2019 Regular Meeting.
Upon Roll Call, the Board voted as follows:

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

Motion was made by Commissioner Marra and Seconded by Commissioner Cody to approve the Minutes of the Closed Session of the June 20, 2019 Regular Meeting.
Upon Roll Call, the Board voted as follows:

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

Communications:

1. Received Notice of BCCD Funding (\$100,000) for boiler replacement
2. LHA's PHAS Score for FYE 09/30/18 @ 94% - HIGH PERFORMER
3. Submission to HUD – FYS 10/01/19 PHA Plan
4. Submission to HUD – 2020 Capital Fund Building & Unit Certification
5. Submission to NJDCA – as required – Crime Report for 07/01/18 – 06/30/19
6. Notice from BCCD – accepting 2020-2021 applications – due 12/06/19

MINUTES OF REGULAR MEETING – SEPTEMBER 26, 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 July 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 Lynch Commissioner Marra Commissioner Riley Vice Chairman Di Chiara Chairman Schriecks	NONE	NONE	Commissioner De Nobile

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

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

**Motion to Approve the September 2019 Bills Agenda was made by
Commissioner Cody and Seconded by Vice Chairman Di Chiara.
Upon Roll Call, the Board voted as follows:**

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

MINUTES OF REGULAR MEETING – SEPTEMBER 26, 2019 (cont'd)

Report of Executive Director:

1. Approximate total interest earned through September 2019 is **\$11,500.00±**

2. CONTRACT REPORT:

CONTRACT AWARDED TO:		CONTRACT AWARDED FOR:
1.	Delta Dental of NJ Parsippany, NJ	2-Year Renewal – Employee/Retiree Dental Coverage September 1, 2019 thru August 31, 2021 <ul style="list-style-type: none">• Single - \$71.31• Employee/Spouse - \$138.04• Family - \$234.36
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.	MRI – Tenmast Software 132 Ventura Court, Suite 1 Lexington, KY 40511 877-359-5492	In-House Program to Upload HUD 50058 Form into PIC System – Effective 10/01/19 - \$12,600 (initial set-up with training) – then \$4,300.00 annually
2.	Balitano Construction Company 298 Forest Road Fort Lee, NJ 07024	Remove/Repair/Replace Concrete/Masonry @ Massey Street/North Main Street Senior Citizen Complexes \$11,750.00
3.	A & H Tree Service 413 Simon Road Northvale, NJ 07647	Trim/Cut/Chip Trees throughout DVP Family Complex \$16,300.00
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		

**Motion to Approve the 3 Contracts listed about was made by Commissioner Marra and Seconded by Commissioner Cody.
Upon Roll Call, the Board voted as follows:**

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

- 3. LHA purchased new Maintenance Truck
- 4. Received price quote for Scavenger Service for S/C Complexes
- 5. Discussed LHA’s previous inquiries to Boro pertaining to safe pedestrian crossing at DVP Complex, 200 Union Street, trees trimmed on Boro property which is adjacent to North Main S/C Complex, and the curbs/sidewalks at Rennie Place
- 6. Received updated offer from Landmark Dividend pertaining to rooftop cell tower lease

MINUTES OF REGULAR MEETING – SEPTEMBER 26, 2019 (cont'd)

- 7. LHA distributed notice to Residents announcing the full-time re-assignment of Frank Ciliberto down to the Maintenance Department as Maintenance Superintendent and the addition of Alicia Reilly, Housing Assistance Technician, to the Public Housing Team as a replacement for Frank and a notice to the Massey Street & the North Main Street S/C Residents pertaining to new procedure for accessing their respective laundry rooms
- 8. Brief report given by Executive Director pertaining to LHA's Public Housing FYE 09/30/20 Operating Budget pertaining to an increase in dwelling rent charges of approximately \$20,000 and that dwelling rent collections is at 99.6% - great job by the Public Housing Staff

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

- 1. Deputy Executive Director reported 473 HCV/Section 8 Participants presently on the program
- 2. FEMA – update given by Executive Director
- 3. CCTV Public Bid – refer to Board Resolution #18-49
- 4. Dept. of HUD – SPT – no longer in shortfall
- 5. Westmont Gardens (formerly Wrights Village) – Management is seeking rent increases (ranging from 5% to 7%) for all LHA's Section 8 Participants – they were previously honoring LHA's cap at 3%
- 6. PK Mechanical is on site making the necessary repairs to LHA's domestic hot water tank at the DVP Family Complex
- 7. Section 8 Landlord (Lodi Hawthorne Gardens) – LHA is due a refund of HAP \$\$ in the amount of \$1,892 due to the passing of a Section 8 Participant

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 listed below (EXCEPT RESOLUTION #18-50) by Consent Agenda was made by Commissioner Cody and Seconded by Commisioner Lynch.
Upon Roll Call, the Board voted as follows:**

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

MINUTES OF REGULAR MEETING – SEPTEMBER 26, 2019 (cont'd)

1. Resolution #18-44	Rent Write-Off FYE 09/30/19 – Deceased Tenant (Massey #)
2. Resolution #18-45	Contract Award – IPA – FYE 09/30/19 – 09/30/20 – 09/30/21 – 1 st Year of 3-Year Contract Term
3. Resolution #18-46	Contract Award – Consultant – FY 10/01/19 – 09/30/20 – 2 nd Year of 3-Year Contract Term
4. Resolution #18-47	Declaration of Emergency Expenditure – Underground 2" Hot Water Line – DVP Complex – Building #16
5. Resolution #18-48	Revision to Employee Title/Salary Step Guide – Effective 10/01/20
6. Resolution #18-49	Contract Award – Repairs to CCTV Surveillance System – all LHA Complexes – AVS, Inc. - \$49,112.23
7. Resolution #18-50**	DVP Rooftop Cell Tower Lease Agreement – Landmark Dividend
8. Resolution #18-51	Organizational Resolution as Required by BCCD for Grant Funding of \$100,000 for LHA Boiler Replacement
9. Resolution #18-52	Authorizing Late 2019 Budget Submission –Required by NJDCA
10. Resolution #18-53	2019 Budget Resolution – FY 10/01/19 – 09/30/20 – to NJDCA

****Pertaining to Resolution #18-50, the Commissioners discussed which Option, if any, offered by Landmark Dividend would be in the best interest of LHA. Motion to Accept Option B was made by Commissioner Marra and Seconded by Commissioner Lynch.**

A further discussion was held and Commissioner Lynch withdrew his Second for Option B, whereby allowing another Motion to Accept Option A being made by Vice Chairman Di Chiara and Seconded by Commissioner Riley.

Upon Roll Call, the Board voted as follows:

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

Report of Commissioner: None

Unfinished Business: None

Old Business: None

New Business: None

Good & Welfare: None

Hearing of Citizens: None in Attendance

MINUTES OF REGULAR MEETING – SEPTEMBER 26, 2019 (cont'd)

Closed Session:

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

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

Motion to end Closed Session and return to Regular Order of Business was made by Commissioner Cody and Seconded by Commissioner Riley.
Upon Roll Call, the Board voted as follows:


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


Adjournment:

Motion to Adjourn was made by Vice Chairman Di Chiara and Seconded by Commissioner Lynch. Upon Roll Call, the Board voted as follows:

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

Meeting was Adjourned at 8:05 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

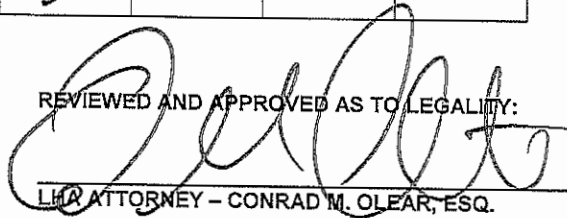
RESOLUTION NO. 18-44

Governing Body Recorded Vote – Members:

	Board Members	Aye	Nay	Abstain	Absent
M	Commissioner D. J. Cody	<input checked="" type="checkbox"/>			
	Commissioner S. De Nobile				<input checked="" type="checkbox"/>
S	Commissioner P. V. Lynch	<input checked="" type="checkbox"/>			
	Commissioner R. Marra	<input checked="" type="checkbox"/>			
	Commissioner R. Riley, Jr.	<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.

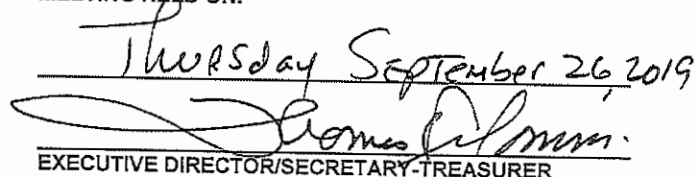
RENT WRITE-OFF FYE 09/30/19

WHEREAS, former/deceased tenant listed below has an outstanding balance due Lodi Housing Authority thus requiring the outstanding balance to be written off as uncollectible; and

NOW, THEREFORE BE IT RESOLVED, by the Board of Commissioners of Lodi Housing Authority that the total amount of \$479.95 due from said Resident be and is hereby "written off" as uncollectible as of FYE 09/30/19.

FORMER TENANT	COMPLEX	AMOUNT	REASON
Hedy Hirsch	Apt. #3 Massey Street S/C Complex	\$479.95	Tenant died April 2019 - left rent balance
TOTAL:		\$479.95	

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 September 26, 2019

 EXECUTIVE DIRECTOR/SECRETARY-TREASURER

Cc: Carol A. Ferrara, Housing Manager
 Nicole Ferrara, Principal Account Clerk
 Wallace Nowosielecki, CPA, Fee Account
 Former Resident's File (Hirsch, Massey #3)

RESOLUTION NO. 18-45

Governing Body Recorded Vote – Members:

	Board Members	Aye	Nay	Abstain	Absent
M	Commissioner D. J. Cody	✓			
	Commissioner S. De Nobile				
S	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. O'LEARY, ESQ.

**INDEPENDENT PUBLIC AUDIT (IPA)
THREE-YEAR CONTRACT AWARD
FYE 09/30/19 & FYE 09/30/20 & FYE 09/30/21**

WHEREAS, the Lodi Housing Authority (Authority) has publicly advertised to receive IPA proposals covering FYE 09/30/19, FYE 09/30/20, & FYE 09/30/21 in accordance with the Authority's Procurement Policy and Department of HUD CFR 85.36 Procurement Rules and Regulations; and

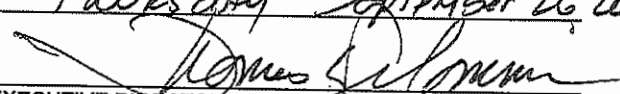
WHEREAS, the RFQ received as set forth in attachment has been reviewed for compliance by and is hereby recommended by Executive Director for award.

NOW, THEREFORE, BE IT RESOLVED, by the Lodi Housing Authority Executive Director that FYE 09/30/19, FYE 09/30/20 & FYE 09/30/21 IPA Contract Audit of the Housing Authority's Public Housing, Section 8, and Capital Fund Programs, and its year ending Financial Statements, which includes, but is not limited to any and all required Electronic Submissions, SEMAP/PHAS Analysis, etc., be and is hereby awarded to **Francis J. McConnell, CPA, 6225 Rising Sun Avenue, Philadelphia, PA 19111** as follows:

- 1st Year Contract – FYE 09/30/2019: \$8,000.00
- 2nd Year Contract – FYE 09/30/2020: \$8,000.00
- 3rd Year Contract – FYE 09/30/2021: \$8,000.00

NOW, BE IT FURTHER RESOLVED, the Executive Director is hereby authorized to execute any and all related contract documents pertaining to said appointment of Francis J. McConnell, CPA, as Independent Public Auditor.

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 September 26, 2019

 EXECUTIVE DIRECTOR/SECRETARY-TREASURER

RESOLUTION NO. 18-46

Governing Body Recorded Vote – Members:

	Board Members	Aye	Nay	Abstain	Absent
m	Commissioner D. J. Cody	✓			
	Commissioner S. De Nobile				✓
S	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.

CONSULTING CONTRACT – 2ND YEAR OF 3-YEAR CONTRACT
TERM FOR FY OCTOBER 1, 2019 – SEPTEMBER 30, 2020

WHEREAS, as the Executive Director/Secretary-Treasurer of Lodi Housing Authority, I hereby certify that the Authority has complied with the Department of Housing & Urban Development “Competitive Process” required under 24 CFR 85.36 Procurement and NJ Statutes governing Professional Service Contracts; and

WHEREAS, as Executive Director/Secretary Treasurer, I hereby recommend Carmen J. Irizarry of CJI Associates, Inc., 9 Woodbine Road, New City, NY 10956, be appointed as Consultant for the Authority’s Public Housing and Section 8 Rental Assistance Programs for 2nd-Year period commencing on October 1, 2019 through September 30, 2020. Said contract shall be for the Annual Fee Not to Exceed \$101,500.00; and

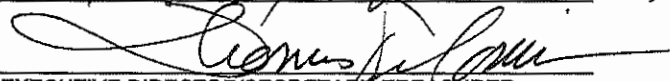
WHEREAS, the Division of Local Finance requires “Certification of Funding Availability” when awarding contracts.

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

NOW, THEREFORE, BE IT FURTHER RESOLVED, by the Authority, Carmen J. Irizarry is hereby appointed to said position as “Consultant” at Annual Fee Not to Exceed \$101,500.00, for the term(s) as described in the preceding paragraph. Said Annual Fee shall be paid/pro-rate to such Programs under the Authority’s jurisdiction, such as Public Housing, Section 8, Capital Fund Program (CFP), as deemed appropriate by the Executive Director; and

NOW, THEREFORE, BE IT FURTHER RESOLVED, the Executive Director is hereby authorized to review, amend, and execute any and all related contract documents pertaining to said appointment of Carmen J. Irizarry as Consultant.

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 September 26, 2019

EXECUTIVE DIRECTOR/SECRETARY-TREASURER

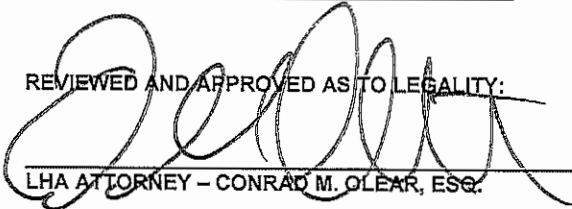
RESOLUTION NO. 18-47

Governing Body Recorded Vote – Members:

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

Approved _____ Denied _____

REVIEWED AND APPROVED AS TO LEGALITY:


LHA ATTORNEY – CONRAD M. OLEAR, ESQ.

DECLARATION OF EMERGENCY WORK & EXPENDITURE
UNDERGROUND 2" HOT WATER PIPE – DVP COMPLEX – BLDG #16

WHEREAS, on or about August 6, 2019, it was determined that a break in the 2" underground hot water pipe located at Building #16 at the De Vries Park Family Complex required Lodi Housing Authority (LHA) to retain an outside contractor to excavate said underground piping; and

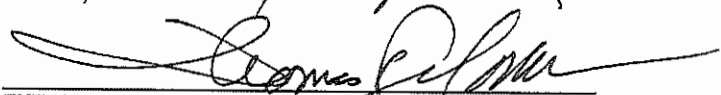
WHEREAS, in order to remove, repair and replace the 2" underground hot water pipe, LHA contracted with The Corner Nursery, 449 Main Street, Lodi, New Jersey for immediate excavation services required to make the necessary repairs; and

WHEREAS, as Executive Director, I hereby certify, based upon the Maintenance Superintendent's attached Emergency Report and LHA's Maintenance Department's coordination to replace the 2" underground hot water pipe, referenced above, created a threat to LHA's tenants' health, safety and welfare, and further declare an Emergency exists; and

NOW, THEREFORE, BE IT RESOLVED, that said Emergency affects the health, safety and welfare of all LHA's tenants at the De Vries Park Family Complex, as defined in NJSA 40A:11.6, and requires immediate remediation.

NOW, THEREFORE, BE IT FURTHER RESOLVED, all such related expenditures be classified as "Emergency Expenditures," and such related bills & payments are hereby authorized to be paid from any and all available funds either under the Authority and Public Housing Authority's Operating Program and/or Operating Reserves.

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:

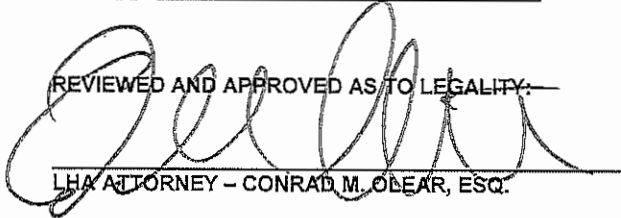
Thursday September 26, 2019

EXECUTIVE DIRECTOR/SECRETARY-TREASURER

RESOLUTION NO. 18-48

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"/>			
Commissioner R. Riley, Jr.	<input checked="" type="checkbox"/>			
Vice Chairman A. Di Chiara	<input checked="" type="checkbox"/>			
Chairman M. N. Schrieks				

Approved ☒ Denied ☐

REVIEWED AND APPROVED AS TO LEGALITY:

LHA ATTORNEY – CONRAD M. O'LEARY, ESQ.

REVISION TO EMPLOYEE TITLE/SALARY STEP GUIDE
EFFECTIVE 10/01/2020

WHEREAS, the Lodi Housing Authority (Authority) Board of Commissioners (Board) has previously adopted Employee Title/Salary Step Guide; and

WHEREAS, it is the Board's intent, with the recommendation of the Authority's Executive Director/Secretary-Treasurer, that in order to maintain employee salary comparability with neighboring Housing Authorities, Municipal, County, and/or local public entities, the Authority's existing Employee Title/Salary Step Guide be updated; and

WHEREAS, the Authority's Employee Title/Salary Step Guide attached hereto reflect current comparable titles/salaries to similar employees and titles of surrounding Housing Authorities, Municipal, County, and/or local public entities.

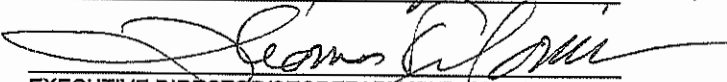
NOW, THEREFORE BE IT RESOLVED, that said Employee Title/Salary Step Guide (attached) is hereby amended and effective 10/01/20 and Authority's Employee Personnel Policy/Handbook, subtitled, Training/Salary Ranges is also amended to reflect the updated Employee Title/Salary Step Guide, along with Employee Training Policy, as it relates to mandated training to obtain either Step 5 or Step 6 in Employee Title/Salary Step Guide, with the following understanding:

1. Applicable only to Full-Time Employee's (FTE) starting salary and/or promotional title;
2. Said Guide applies until FTE reaches Max Step of Guide (either 6th or 7th as may be applicable). Then, only Merit Adjustment as approved by Board of Commissioners which will then be added to FTE base salary;
3. Merit increments do not increase Salary Guide steps or employee's promotional step;
4. Yearly increments are based on FY October 1st providing FTE was hired prior to June 1st. FTE hired after June 1st will be entitled to yearly increment the subsequent FY (provided FTE meets all necessary training requirements), unless otherwise recommended by Executive Director and approved by Board of Commissioners;
5. Promotional Titled Employee's (PTE) step increment shall be upward only (unless employee has not obtained training required for step increment)...
 - PTE's or, for that matter, No FTE, PTE will be entitled to step increment or Merit Increase unless specifically authorized by Board of Commissioners;

6. FTE's/PTE's who are receiving more than Titled Salary Guide may receive Merit Increase (as of LHA's FYS October 1st). However, if training is required, employee will have 9 months to complete training (provided LHA has financial ability to provide employee training) – see ****Funding Availability below). Failure of FTE or PTE to obtain authorized attendance for training within said 9 month period will result in subsequent increment and/or Merit Increase being withheld until training is completed, unless otherwise recommended by Executive Director and approved by Board of Commissioners;
7. ****Funding Availability – If for some reason LHA does not have financial funding to authorize employee training (employee has option to pay for their own training with no recourse against LHA). It is within the Executive Director's discretion to recommend Merit Increase for employee with final approval at Board of Commissioners' discretion; and
8. FTE/PTE – If title either no longer exists (as per NJ Civil Service) or employee's in-work title was changed (by NJCSC or LHA), the new/equivalent title will prevail provided LHA may substitute title/duties as deemed appropriate.

NOW, THEREFORE, BE IT FURTHER RESOLVED, any and all previous Employee Title/Salary Step Guides are hereby rescinded and abrogated and the attached Employee Title/Salary Step Guide is hereby adopted effective 10/01/17.

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 September 24, 2019

EXECUTIVE DIRECTOR/SECRETARY-TREASURER

RESOLUTION NO. 18-49

Governing Body Recorded Vote – Members:

	Board Members	Aye	Nay	Abstain	Absent
M	Commissioner D. J. Cody	<input checked="" type="checkbox"/>			
	Commissioner S. De Nobile				<input checked="" type="checkbox"/>
S	Commissioner P. V. Lynch	<input checked="" type="checkbox"/>			
	Commissioner R. Marra	<input checked="" type="checkbox"/>			
	Commissioner R. Riley, Jr.	<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 – CCTV SYSTEM – ALL LHA COMPLEXES
ADVANCED VIDEO SURVEILLANCE, INC. (AVS)
140 J COMMERCE WAY, TOTOWA, NJ 07512-2291
TOTAL CONTRACT AWARD – \$49,112.23**

WHEREAS, Lodi Housing Authority (LHA) Board of Commissioners (Board) previously rejected the single bid received for repairs of the CCTV Surveillance System (Res. #18-34) on or about May 9, 2019; and

WHEREAS, LHA has, for the 2nd time, publicly advertised to receive this 2nd Public Bid Opening held on July 31, 2019; and

WHEREAS, as a result of the 2nd Public Bid Opening, LHA received two (2) sealed public bids; and

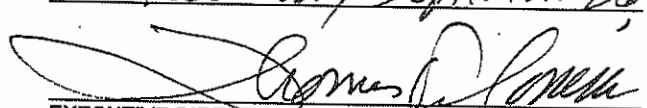
WHEREAS, the 2nd round of public bids received were opened and reviewed by Russell Lipari of R&R Design Consultants, LLC, 415 Terrace Avenue, Hasbrouck Heights, NJ 07604 (LHA's Design and Inspecting Architect – refer to attached correspondence dated 08/08/19) and then subsequently reviewed by LHA Counsel Conrad M. Olear, Esq.; and

WHEREAS, it was determined and recommended that the total bid of \$49,112.23 submitted by Advanced Video Surveillance, Inc., 140 J Commerce Way, Totowa, NJ 07512-2291 was the lowest responsive bid received and within the Grant Funds awarded to LHA by BCCD (of \$62,000.00).

NOW, THEREFORE, BE IT RESOLVED, the Board hereby authorizes Contract Award to AVS, as referenced herein, in the amount of \$49,112.23, as funded by the BCCD Grant.

NOW, THEREFORE, BE IT FURTHER RESOLVED, the Executive Director is hereby authorized to execute any and all 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 September 26, 2019

EXECUTIVE DIRECTOR/SECRETARY-TREASURER

RESOLUTION NO. 18-50

Governing Body Recorded Vote – Members:

	Board Members	Aye	Nay	Abstain	Absent
M	Commissioner D. J. Cody	✓			
	Commissioner S. De Nobile				✓
	Commissioner P. V. Lynch	✓			
	Commissioner R. Marra		✓		
S	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.

De VRIES PARK ROOFTOP CELL TOWER LEASE AGREEMENT OFFERED BY LANDMARK DIVIDEND

WHEREAS, the Executive Director of Lodi Housing Authority (LHA) has completed the compliance review, as referenced in PIH 2017-24 3rd Party Agreement; and

WHEREAS, on 04/15/19 and 08/12/19, the Executive Director notified the US Department of Housing and Urban Development (HUD) of LHA's intent to enter into Landmark Dividend's Lease Purchase Agreement; and

WHEREAS, LHA acknowledges its existing T-Mobile Cell Tower Lease will be taken over as provided within Landmark Dividend's Lease Purchase Agreement; and

WHEREAS, LHA further recognizes its need for additional money other than from HUD, which will enable the Authority to continue to provide all its Residents with **Decent, Safe, and Sanitary Housing**, and

WHEREAS, the Authority recognizes HUD's continuous decrease in providing PHAs 100% of PFS funding eligibility by pro-rating PHAs at levels of 70%, 80% of eligible funding; and

WHEREAS, the Executive Director recommends accepting any of Landmark Dividend's Lease Purchase options (previously distributed); and

WHEREAS, the Board hereby authorizes Term Purchase of OPTION A months with Lump Sum Purchase Price of \$ T.B.D.; however, the Board further recognizes several questions pertaining to Landmark Dividend's Lease Purchase Agreement presently under review by LHA Counsel and Executive Director and subject to Counsel and Executive Director concurrence.

NOW, THEREFORE, BE IT RESOLVED, the Board hereby directs the Executive Director to hereby authorize the 3rd Party Agreement (cell tower) allowable under PIH 2017-24 and such agreement shall be effective 10/01/19.

NOW, THEREFORE, BE IT FURTHER RESOLVED, the Executive Director is further authorized to execute any and all documents/contracts, as referenced herein, provided all lease review correspondence to HUD, etc. have been completed prior to the effective date of October 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:

Thursday September 26, 2019

EXECUTIVE DIRECTOR/SECRETARY-TREASURER

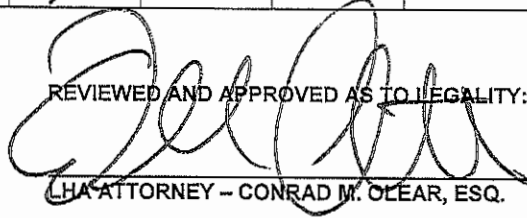
RESOLUTION NO. 18-51

Governing Body Recorded Vote – Members:

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

Approved ☒ Denied ☐

REVIEWED AND APPROVED AS TO LEGALITY:



LHA ATTORNEY – CONRAD M. O'LEARY, ESQ.

ORGANIZATIONAL RESOLUTION AS REQUIRED BY BCCD PERTAINING TO \$100,000.00 FOR LHA BOILER REPLACEMENT

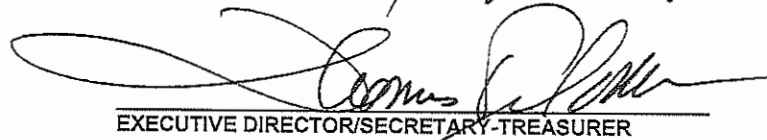
WHEREAS, the Lodi Housing Authority (LHA) Board of Commissioners (Board) wishes to enter into a Grant Agreement with the County of Bergen for the purpose of using \$100,000.00 of 2019-2020 Community Development Block Grant funds for LHA Boiler Replacement.

NOW, THEREFORE, BE IT RESOLVED, the LHA Board of Commissioners hereby authorizes Executive Director Thomas DeSomma to be a signatory to the aforesaid Grant Agreement.

NOW, THEREFORE, BE IT FURTHER RESOLVED, the LHA Board of Commissioners recognized that Lodi Housing Authority is liable for any funds not spent in accordance with the Grant Agreement and that liability of Board Members is in accordance with NJSA 2AL53A-7, et.seq.

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 September 26, 2019



EXECUTIVE DIRECTOR/SECRETARY-TREASURER

September 26, 2019

RESOLUTION NO. 18-52

Governing Body Recorded Vote – Members:

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

AUTHORIZING LATE 2019 BUDGET SUBMISSION APPLICABLE TO LHA BUDGET – AS RECOMMENDED/REQUIRED BY NJDCA

WHEREAS, pursuant to NJAC 5:31-2.5(a) and (b) Housing Authority Budgets not submitted to the Division of Local Government Services for review and certification at least 60 days prior to the beginning of each fiscal year must be accompanied by a resolution of the governing body setting forth the reasons for the delay; and

WHEREAS, the Lodi Housing Authority Budget was not submitted within the statutory timetable; and

WHEREAS, the reason for said delay in the budget schedule and process was due directly to the timing and availability of the Operating Subsidy formula from the Department of Housing and Urban Development; and

WHEREAS, the form HUD-52722 and form HUD-52723 UEL Excel Tool and Data Collection are an essential and an intricate portion of the computation of LHA's Operating Subsidy; and

WHEREAS, HUD's initial obligation of Operating Subsidy funding for FYE 2020 cannot be developed for budgetary purposes at this time; and

WHEREAS, the Board of Commissioners of the Housing Authority of the Borough of Lodi desires to approve/adopt this Resolution pursuant to NJCA 5:31-2.5 (a) and (b).

NOW, THEREFORE, BE IT RESOLVED, that the Board of Commissioners of the Housing Authority of the Borough of Lodi hereby approves Late Submission of its FY 10/01/19 to 09/30/20 Operating Budget pursuant to NJCA 5:31-2.5 (a) and (b); and

NOW, THEREFORE, BE IT FURTHER RESOLVED, that the Executive Director/Secretary Treasurer is hereby directed to submit a copy of this adopted Resolution to the Director of Local Government Services as part of Lodi Housing Authority's FYE 2020 Budget.

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 September 26, 2019

EXECUTIVE DIRECTOR/SECRETARY-TREASURER

RESOLUTION NO. 18-53

Governing Body Recorded Vote – Members:

	Board Members	Aye	Nay	Abstain	Absent
M	Commissioner D. J. Cody	<input checked="" type="checkbox"/>			
	Commissioner S. De Nobile				<input checked="" type="checkbox"/>
S	Commissioner P. V. Lynch	<input checked="" type="checkbox"/>			
	Commissioner R. Marra	<input checked="" type="checkbox"/>			
	Commissioner R. Riley, Jr.	<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. O'LEARY, ESQ.

2019 BUDGET RESOLUTION

HOUSING AUTHORITY OF THE BOROUGH OF LODI
FISCAL YEAR: FROM 10/01/2019 TO 09/30/2020

WHEREAS, the Annual Budget and Capital Budget for the Lodi Housing Authority for the fiscal year beginning October 1, 2019 and ending September 30, 2020 has been presented before the Members of the Lodi Housing Authority at its open public meeting of September 26, 2019; and

WHEREAS, the Annual Budget as introduced reflects Total Revenues of \$8,274,340, Total Appropriations, including any Accumulated Deficit, if any, of \$8,120,012 and Total Unrestricted Net Position utilized of \$N/A; and

WHEREAS, the Capital Budget as introduced reflects Total Capital Appropriations of \$390,188 and Total Unrestricted Net Position planned to be utilized as funding thereof, of \$N/A; and

WHEREAS, the schedule of rents, fees and other charges in effect will produce sufficient revenues, together with all other anticipated revenues to satisfy all obligations to the holders of bonds of the Authority, to meet operating expenses, capital outlays, debt service requirements, and to provide for such reserves, all as may be required by law, regulation or terms of contracts and agreements; and

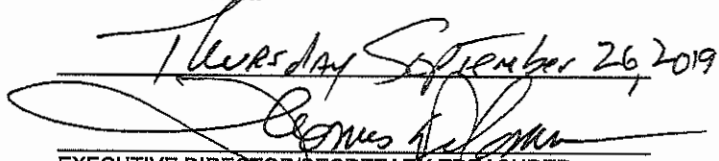
WHEREAS, the Capital Budget/Program, pursuant to NJAC 5:31-2, does not confer any authorization to raise or spend funds; rather, it is a document to be used as part of the said Authority's planning and management objectives. Specific authorization to expend funds for the purposes described in this section of the budget, must be granted elsewhere; by bond resolution, in a project financing agreement, by resolution appropriating funds from the Renewal and Replacement Reserve or other means provided by law.

NOW, THEREFORE, BE IT RESOLVED, by the governing board of the Lodi Housing Authority, at an open public meeting held on September 26, 2019 that the Annual Budget, including all related schedules, and the Capital Budget/Program of the Lodi Housing Authority for the fiscal year beginning October 1, 2019 and ending September 30, 2020, is hereby approved; and

BE IT FURTHER RESOLVED, that the anticipated revenues as reflected in the Annual Budget are of sufficient amount to meet all proposed expenditures/expenses and all covenants, terms and provisions as stipulated in the said Housing Authority's outstanding debt obligations, capital lease arrangements, service contracts, and other pledged agreements; and

BE IT FURTHER RESOLVED, that the governing body of the Lodi Housing Authority will consider the Annual Budget and Capital Budget/Program for adoption on December 19, 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:

Thursday September 26, 2019

 EXECUTIVE DIRECTOR/SECRETARY-TREASURER