

**MINUTES OF THE REGULAR MEETING OF LODI
HOUSING AUTHORITY, 50 BROOKSIDE AVENUE,
LODI, NEW JERSEY AT 7:00 PM ON THURSDAY,
DECEMBER 19, 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, and Commissioners Daniel J. Cody, Steven De Nobile (arrived right after Approval of Minutes, at approximately 7:03 PM), Paul V. Lynch, Robert Marra, and Robert Riley, Jr. Vice Chairman Albert Di Chiara was absent.

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.

Bids: None

Approval of Minutes:

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

AYES	NAYS	ABSTAINED	ABSENT
Commissioner Cody Commissioner Lynch Commissioner Marra Commissioner Riley Chairman Schrieks	NONE	NONE	Commissioner De Nobile (Late – no vote) Vice Chairman Di Chiara

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

AYES	NAYS	ABSTAINED	ABSENT
Commissioner Cody Commissioner Lynch Commissioner Marra Commissioner Riley Chairman Schrieks	NONE	NONE	Commissioner De Nobile (Late – no vote) Vice Chairman Di Chiara

Communications:

1. LHA received a thank-you email from the daughter-in-law of Ann Vasquez (NM #21 – deceased at 102 years old) complimenting LHA's care of Ann and complimenting Complex and apartments (in general)

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**

MINUTES OF REGULAR MEETING – DECEMBER 19, 2019 (cont'd)

Report of Accountant: Nothing at this time.

Report of Security: Nothing at this time

Bills Agenda:

Motion to Approve the December 2019 Bills Agenda 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 De Nobile Commissioner Lynch Commissioner Marra Commissioner Riley Chairman Schriecks	NONE	NONE	Vice Chairman Di Chiara

Report of Executive Director:

1. Approximate total interest earned from October-December 2019 is **\$2,250.00±**

2. **CONTRACT REPORT:**

CONTRACT AWARDED TO:		CONTRACT AWARDED FOR:
1.	None	
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.	None	
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 REQUIRE BOARD APPROVAL SINCE YEARLY CONTRACT AMOUNT IS NOT WITHIN EXECUTIVE DIRECTOR'S THRESHOLD TO AWARD		

3. Correspondence to Valley National Bank requesting they absorb LHA's payroll costs for 2020
4. Flyer to all LHA Residents notifying them that the Board adopted a zero (0) increase to flat/ceiling rents for 2020 and Board's adoption of tenants' excess utility charges
5. Union Street/North Main Street crosswalks/sidewalks/depressed curbs were installed – expedited by Mayor Scott Luna
6. Emergency underground hot water break & repairs between Buildings #14 & #15 (DVP Complex) as referenced in Resolution #19-13
7. NJ Cash Management Fund – refer to Resolution #19-14
8. Flyer sent to all LHA Residents pertaining to frozen turkey giveaway by Shop Rite of Lodi (Inserra Supermarkets, Inc.)
9. LHA, in conjunction with Shop Rite, distributed gift cards to eligible LHA Residents
10. Holiday flyer distributed to all LHA Residents

MINUTES OF REGULAR MEETING – DECEMBER 19, 2019 (cont'd)

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

1. Deputy Executive Director reported **460** HCV/Section 8 Participants presently on the program
2. CCTV Public Bid – contractor currently installing wiring, cameras, etc.
3. PK Mechanical – DVP domestic hot water tank – to be discussed
4. Update on pedestrian walkway @ DVP (Union Street) and North Main Street S/C Complex
5. Admin Building – new canopy/awning installed on front of building

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 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 Commissioner Riley Chairman Schrieks	NONE	NONE	Vice Chairman Di Chiara

1. Resolution #19-11	Final Adoption of PH/S-8 Operating Budget Resolution – as required by NJDCA – FYS 10/01/19
2. Resolution #19-12	Rent Write-Off – FYE 09/30/20 – M. Zahorniak (NM #39)
3. Resolution #19-13	Emergency Declaration – Underground 2" Hot Water Pipe Break Between Buildings #14 & #15 at DVP Complex
4. Resolution #19-14	Authorization to Join State of NJ Cash Management Fund for Investment Purposes

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 Commissioner Riley Chairman Schrieks	NONE	NONE	Vice Chairman Di Chiara

MINUTES OF REGULAR MEETING – DECEMBER 19, 2019 (cont'd)

Motion to end Closed Session and return to Regular Order of Business 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 Commissioner Riley Chairman Schriecks	NONE	NONE	Vice Chairman Di Chiara

Adjournment:

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

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

Meeting was Adjourned at 7:30 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. 19-11

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. O'LEARY, ESQ.

2019 FINAL ADOPTED BUDGET RESOLUTION
LODI HOUSING AUTHORITY
FISCAL YEAR: FROM 10/01/2019 TO 09/30/2020

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

WHEREAS, the Annual Budget and Capital Budget as presented for adoption reflects each item of revenue and appropriation in the same amount and title set forth in the introduced and approved budget, including all amendments thereto, if any, which have been approved by the Director of the Division of Local Government Services; and

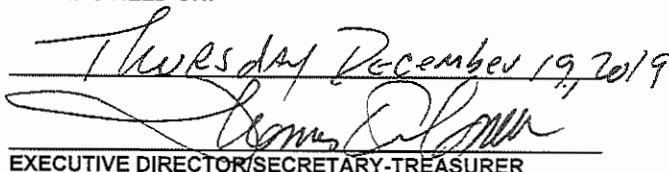
WHEREAS, the Annual Budget as presented for adoption reflects Total Revenues of \$8,274,340, Total Appropriations, including any Accumulated Deficit, if any, of \$8,120,012 and Total Unrestricted Net Position utilized of \$N/A; and

WHEREAS, the Capital Budget as introduced reflects Total Capital Appropriations of \$390,188 and Total Unrestricted Net Position planned to be utilized of \$NA.

NOW, THEREFORE, BE IT RESOLVED, by the governing body of the Lodi Housing Authority, at an open public meeting held on September 26, 2019 that the Annual Budget and the Capital Budget/Program of the Lodi Housing Authority for the fiscal year period beginning October 1, 2019 and ending September 30, 2020, is hereby adopted and shall constitute appropriations for the purposes stated; and

BE IT FURTHER RESOLVED, that the Annual Budget and Capital Budget/Program as presented for adoption reflects each item of revenue and appropriation in the same amount and title as set forth in the introduced and approved budget, including all amendments thereto, if any, which have been approved by the Director of the Division of Local Government Services.

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 December 19, 2019

 EXECUTIVE DIRECTOR/SECRETARY-TREASURER

Authority Budget of:

Lodi Housing Authority

State Filing Year

2019

For the Period:

October 1, 2019

to

September 30, 2020

www.lodihousing.org

Authority Web Address

APPROVED COPY

Department Of



**Community
Affairs**

Division of Local Government Services

RESOLUTION NO. 19-12

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. O'LEARY, ESQ.

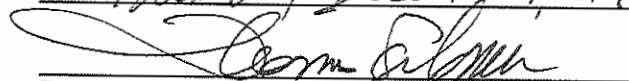
RENT WRITE-OFF FYE 09/30/20

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 \$651.89 due from said resident (rent balance due of \$752 for October & November 2019 less security deposit of \$100.11) is hereby "written off" as uncollectible as of FYE 09/30/20.

FORMER TENANT	COMPLEX	AMOUNT	REASON
Maryann Zahorniak	Apt. #39 North Main Street S/C Complex	\$651.89	Tenant placed into long-term nursing care in October 2019 – LHA was notified in December 2019
TOTAL:		\$651.89	

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 December 19, 2019

 EXECUTIVE DIRECTOR/SECRETARY-TREASURER

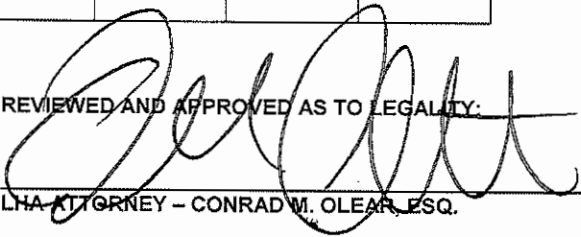
Cc: Carol A. Ferrara, Housing Manager
 Nicole Ferrara, Principal Account Clerk
 Wallace Nowosielecki, CPA, Fee Account
 Former Resident's File (Zahorniak – NM #39)

RESOLUTION NO. 19-13

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

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
(BETWEEN BUILDINGS. #14 & #15)

WHEREAS, on or about Saturday, December 7, 2019, it was determined that a break in the 2” underground hot water pipe located between Buildings #14 & #15 at the De Vries Park Family Complex required Lodi Housing Authority (LHA) to retain an outside contractor to excavate & repair said underground piping; and

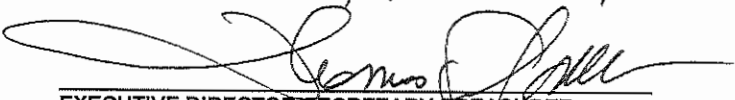
WHEREAS, in order to remove, repair and replace the 2” underground hot water pipe, LHA contracted with Montana Construction, Inc., 80 Contant Avenue, Lodi, New Jersey for immediate emergency repairs; and

WHEREAS, as Executive Director, I hereby certify, based upon the Maintenance Superintendent’s attached Emergency Report (dated 12/10/19) 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 existed; 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, December 19, 2019

EXECUTIVE DIRECTOR/SECRETARY-TREASURER



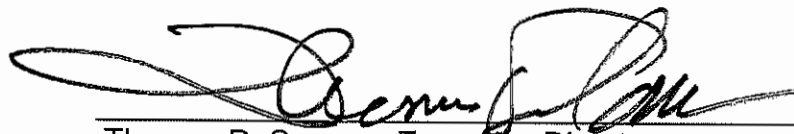
A HUD SPONSORED PUBLIC HOUSING AGENCY
50 Brookside Avenue ■ Lodi, New Jersey 07644

December 10 2019

**De VRIES PARK FAMILY COMPLEX –
EMERGENCY DECLARATION – BREAK IN THE
UNDERGROUND 2" HOT WATER LINE
(BETWEEN BUILDINGS #14 & #15)**

Based upon the attached report dated 12/10/19 submitted by Maintenance Superintendent, Frank Ciliberto, along with corresponding photos, and my email notice dated 12/09/19 to LHA Commissioners, as Executive Director, it is my opinion that such Emergency Conditions created a hazardous condition to the health, safety, and welfare of the De Vries Park tenants.

Therefore, I hereby certify that any such **repair** and related expenditures be classified as "Emergency Repair Expenditures" and fall within NJSA 40A:11-6.


Thomas DeSomma, Executive Director

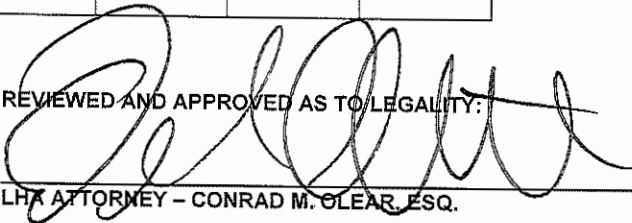
12/10/19
Date

RESOLUTION NO. 19-14

Governing Body Recorded Vote – Members:

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

Approved ☒ Denied ☐

REVIEWED AND APPROVED AS TO LEGALITY:

LHA ATTORNEY – CONRAD M. OLEAR, ESQ.

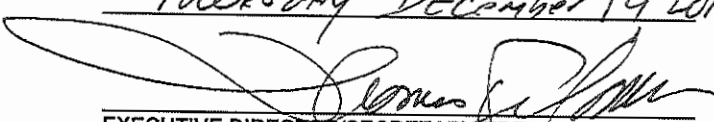
AUTHORIZATION TO JOIN STATE OF NEW JERSEY
CASH MANAGEMENT FUND

WHEREAS, the Lodi Housing Authority (Authority) Board of Commissioners (Board) recognizes its responsibility to invest any and all available cash balances to obtain additional income for its Public Housing/Section 8 Program expenses; and

WHEREAS, the Authority’s Executive Director must be given as many venues to analyze said investment and return options (interest rates) as possible.

NOW, THEREFORE, BE IT RESOLVED, the Lodi Housing Authority Board of Commissioners hereby authorizes its Executive Director to execute the attached Application and Agreement to Participate in the State of New Jersey Cash Management Fund, effective 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 December 19 2019

EXECUTIVE DIRECTOR/SECRETARY/TREASURER