

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

BIDS: None

APPROVAL OF MINUTES:

- **Special Meeting – August 12, 2020:** Motion: _____ Seconded: _____
Cody ___ Di Chiara ___ Lynch ___ Marra ___ Schrieks ___ Riley ___ De Nobile ___

COMMUNICATIONS:

1. D'Anna Avola, Section 8 Caseworker, has successfully completed training for Housing Choice Voucher Specialist – **Congratulations!**
2. LHA employees have successfully submitted 50058s to PIC (as required by HUD) – PH-99% & S8-97.8% - **Great Work!**
3. CFP Certification for 2021 – certified & submitted to HUD
4. LHA has submitted Actual Modernization Cost Certificate as required by HUD – awaiting HUD sign off approval & response
5. HUD Notice of CARES Act II Supplemental 2nd Round Funding Award of \$119,379 – to be discussed

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 #19-39	Authorization to Solicit/Award Contract for Interior Design Professional/Architect for the Remodel/Renovation/Redesign of 2 nd Floor Office Space/Entrance/Common Hallways Under the 2 nd Round of the CARES Act
2. Resolution #19-40	One-Year Contract Extension for Service & Professional Contracts Ending CY 2020
3. Resolution #19-41	One-Year Freeze on Flat Rents Extended through FYE 09/30/21
4. Resolution #19-42	Public Housing/Section 8 Operating Budget – Revision #1 – FYE 09/30/21
5. Resolution #19-43	2020 Budget Resolution FY 10/01/20 – 09/30/21 as Required by NJDCA
6. Resolution #19-	

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 ___ Di Chiara ___ Lynch ___ Marra ___ Schrieks ___ Riley ___ De Nobile ___

Meeting was adjourned at _____ PM

REPORT OF ATTORNEY:

REFER TO CLOSED SESSION – ATTORNEY-CLIENT PRIVILEGED DISCUSSIONS

DISCUSSION:

1. NEW:
 2. UPDATE:
 3. ANY OTHER PENDING LITIGATION/PERSONNEL MATTERS:
-

REPORT OF ACCOUNTANT:

1. NOTHING AT THIS TIME
-

REPORT OF SECURITY:

1. NOTHING AT THIS TIME

REPORT OF EXECUTIVE DIRECTOR:

1. Approximate total interest for 2020 is **\$7,500.00±**

2. **CONTRACT REPORT:**

CONTRACT AWARDED TO:		CONTRACT FOR:
1.	Orkin Exterminating Services 331 Fairfield Road, Bldg. C, Ste 1 Freehold, NJ 07728-9566 732-333-8321	Extermination of Mice (4 Complexes – 24 Units) \$1,344.00
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		

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3. General Report on status of extraordinary maintenance schedule:

- a. New building logo/signs/names on doors – some work completed & some still pending – refer to photo;
 - b. Completed contract work for concrete (brick/steps @ DVP), pressure washing (all Complexes), sewer ejector pump (Massey), removal of overgrown trees/shrubs (DVP) – to be discussed
 - c. Work scheduled for after 10/01/20 – Massey Street parking lot expansion (possible but not probable), Massey/North Main removal of overgrown weeds, shrubs, vegetation by creek/river, Massey Street balconies, DVP dryer vents, DVP underground water lines at Bldgs. #8, 13, etc., Administration Building – 2nd floor office remodeling (under COVID-19 funding & guidelines) – to be discussed
4. Informal results of Bid Opinion on 09/17/20 for Expansion of Massey Street parking area – award of contract is contingent upon BCCD approval to re-program funding & timing of award – to be discussed
5. Maintenance UTV Rental – to be discussed
6. Purchase of temperature scanner for 1st for lobby from Total Security – to be discussed

MONTHLY BILLS AGENDA -- SEPTEMBER 2020
PUBLIC HOUSING & SECTION 8

	CHECK PAYABLE TO	DATE	CHK #	EXPLANATION	AMOUNT
DISBURSEMENT AS REFLECTED IN PAYROLL PERIOD					
8/16/20 - 8/29/20 THRU 9/13/20 - 9/26/2020					
ARE HEREBY APPROVED					
1	Home Depot Credit Services	9/2/20	12750	Maintenance Supplies	\$ 1,500.78
2	Optimum	9/2/20	12751	TV, Phones, Internet	\$ 532.95
3	Arlene Rosen	9/3/20	12752	Rent Refund	\$ 411.00
4	Verizon	9/9/20	12753	Phones	\$ 37.28
5	Jersey Elevator	9/9/20	12754	Elevator Maintenance	\$ 166.92
6	SGTS Maintenance, LLC.	9/9/20	12755	August 2020 Office Cleaning	\$ 940.00
7	AMS Ties, Inc.	9/9/20	12756	PH August 2020 Background Chks	\$ 24.00
8	Ricciardi Brothers	9/9/20	12757	Maintenance Supplies	\$ 654.89
9	CapitalOne	9/9/20	12758	Maintenance Supplies	\$ 1,021.93
10	U.S. Overall Cleaners	9/9/20	12759	Uniform Cleaning	\$ 360.00
11	Interstate Waste Services	9/9/20	12760	Trash Removal	\$ 872.07
12	AMS Ties, Inc.	9/9/20	3251	S8 August 2020 Background Chks	\$ 84.00
13	NJ Division of Pensions and Benefits	9/14/20	Online	PH Active Employee	\$ 13,048.21
14	NJ Division of Pensions and Benefits	9/14/20	Online	S8 Active Employee	\$ 8,455.62
15	NJ Division of Pensions and Benefits	9/14/20	Online	PH Retired Employee	\$ 2,337.61
16	NJ Division of Pensions and Benefits	9/14/20	Online	S8 Retired Employee	\$ 1,977.20
17	Noreika Service Station	9/14/20	12761	August 2020 Fuel	\$ 69.00
18	Wallace P. Nowosielecki	9/14/20	12762	PH Aug 2020 Acct. Retain.	\$ 1,166.66
19	State of NJ - Dept of Labor and Workforce	9/14/20	12763	Employee Benefits	\$152.63
20	Pump Express	9/14/20	12764	Pump Control Box	\$ 594.75
21	Garfield Lumber & Millworks	9/14/20	12765	Maintenance Supplies	\$ 47.75
22	Coppa Montalbano Architects	9/14/20	12766	Massey Boiler Replacement Designs	\$ 7,050.00
23	Chief Fire Equipment & Service	9/14/20	12767	Sprinkler Inspection	\$ 542.32
24	Manning Brothers, LLC	9/14/20	12768	Clean S/C Hall Rugs	\$ 3,300.00
25	Maryanne Russack	9/14/20	12769	Rent Refund	\$ 20.00
26	CGI Federal, Inc.	9/14/20	3252	S8 Inspections	\$ 1,615.00
27	Wallace P. Nowosielecki	9/14/20	3253	S8 Aug 2020 Acct. Retain.	\$ 1,166.67
28	Maryanne Russack	9/14/20	1471	Security Deposit Refund	\$ 100.03
29	Anna Marie Muenster	9/14/20	1472	Security Deposit Refund	\$ 100.03
30	Delta Dental of New Jersey	9/15/20	Online	PH Employee Dental	\$ 1,490.46
31	Delta Dental of New Jersey	9/15/20	Online	S8 Employee Dental	\$ 837.40
32	Passaic Valley Water Commission	9/16/20	12770	Water	\$ 6,993.64
33	Ricoh USA, Inc.	9/16/20	12771	Lease	\$ 475.00
34	United Rentals	9/16/20	12772	Utility Vehicle	\$ 702.86
35	Presto Printing	9/16/20	12773	Envelopes/OT Slips	\$ 650.00
36	Orkin	9/16/20	12774	Extermination	\$ 1,344.00
37	Cammarota Landscaping	9/21/20	12775	August 2020 Landscaping	\$ 2,240.00
38	Verizon	9/21/20	12776	Phones	\$ 307.76
39	Millennium Mechanical, LLC.	9/21/20	12777	A/C Service Contract	\$ 877.50
40	N&R Divine Cleaning Services	9/21/20	12778	COVID Sanitizing/Cleaning	\$ 1,050.00
41	Maztek IT	9/21/20	12779	Hardware	\$ 287.00
42	DavEd Fire Systems, Inc.	9/21/20	12780	Fire Alarm Troubleshooting	\$ 992.00
43	Rob's Automotive	9/21/20	12781	Chainsaw Repair F350 Maint.	\$ 174.87
44	North Jersey Media Group	9/21/20	12782	Public Notices	\$ 158.17
45	BugginOut, LLC.	9/21/20	12783	Exterminating Services	\$ 1,675.00
46	Northeastern Utility Consultants, LLC	9/21/20	3254	S8 Utility Allowance	\$ 800.00
47					
48					
49					
50					

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

1. To date, there are 450 HCV/Section 8 Participants presently on the program
2. Submission to BCCD for 2nd & final payment for CCTV Contract (\$17,724.81) – still pending
3. Massey Street parking lot expansion – to be discussed
4. Pressure washing – all Complexes
5. Masonry contract – re-point/repair bricks, steps (all Complexes)

RESOLUTIONS:

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Motion: _____ Seconded: _____

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

CLOSED SESSION:

(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:**