

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:

- **Regular Meeting – September 24, 2020:** Motion: _____ Seconded: _____
Cody ___ Di Chiara ___ Lynch ___ Marra ___ Schrieks ___ Riley ___ De Nobile ___

COMMUNICATIONS:

1. HUD Notice – Additional CFP Funding of \$3,017 increasing the FY 2021 CFP to \$418,639
2. HUD Notice – Remote Compliance Review – conference call scheduled for 10 AM on 10/21/20

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 #20-01	Approval of Board Meeting Dates for CY 2021
2. Resolution #20-02	Award of Professional Service Contract to Remodel/Renovate/Re-Design 2 nd Floor Office Space/Entrance/Common Hallways – Funded Under the 2 nd Round of CARES Act
3. Resolution #20-03	Waiver of Prevailing Wages for iPlaster to Repair/Replace Stucco on Exterior of Administrative Building
4. Resolution #20-	

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:
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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 2020
PUBLIC HOUSING & SECTION 8

	CHECK PAYABLE TO	DATE	CHK #	EXPLANATION	AMOUNT
1	Capital One	9/30/20	12791	Maintenance Supplies	\$ 4,627.62
2	Maztek IT	9/30/20	12792	IT Services	\$ 364.30
3	Universal Electric Motor Service	9/30/20	12793	Sewer Pump	\$ 450.00
4	Home Depot Credit Service	9/30/20	12794	Maintenance Supplies	\$ 736.63
5	Millennium Mechanical, LLC.	9/30/20	12795	COVID HVAC Duct Cleaning	\$ 5,315.00
6	Optimum	9/30/20	12796	TV, Phones, Internet	\$ 532.95
7	Balitano Contracting Co, Inc.	9/30/20	12797	DVP Entrance Steps Repair/Replace	\$ 16,700.00
8	Thomas DeSomma	9/30/20	12798	Petty Cash Reimburs.	\$ 506.55
9	Riccardi Brothers	9/30/20	12799	Paint Supplies	\$ 409.45
10	Garfield Lumber & Millworks	9/30/20	12800	Maintenance Supplies	\$ 717.76
11	Ams Ties, Inc.	9/30/20	12801	PH Sep 2020 Background Chks	\$ 36.00
12	Verizon	9/30/20	12802	Phones	\$ 37.28
13	U.S. Overall Cleaners	9/30/20	12803	Uniform Cleaning	\$ 360.00
14	Acuity Specialty Products	9/30/20	12804	Cleaning Supplies	\$ 631.33
15	SGTS Maintenance, LLC.	9/30/20	12805	Sep 2020 Office Cleaning	\$ 940.00
16	Stone Brook Garden & Landscape	9/30/20	12806	Landscaping Supplies	\$ 444.50
17	Noreika Service Station	9/30/20	12807	September 2020 Fuel	\$ 122.00
18	Jay Bee Flooring	9/30/20	12808	DVP #3B & R#40 Floor Repair	\$ 821.00
19	Millennium Mechanical, LLC.	9/30/20	12809	Installation of Air Purification	\$ 12,895.00
20	Cammarota Landscaping	9/30/20	12813	Landscaping	\$ 2,140.00
21	W.B. Mason	9/30/20	3258	Office Supplies	\$ 292.97
22	W.B. Mason	9/30/20	3259	Office Supplies	\$ 142.52
23	W.B. Mason	9/30/20	3261	Office Supplies	\$ 297.79
24	Ams Ties, Inc.	9/30/20	3262	S8 Sep 2020 Background Chks	\$ 96.00
25	CGI Federal Inc.	9/30/20	3267	S8 Sep 2020 Inspections	\$ 1,223.00
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**MONTHLY BILLS AGENDA -- OCTOBER 2020
PUBLIC HOUSING & SECTION 8**

DISBURSEMENT AS REFLECTED IN PAYROLL PERIOD

9/20/20 - 10/3/2020 THRU 10/4/20 - 10/17/2020

ARE HEREBY APPROVED

	CHECK PAYABLE TO	DATE	CHK #	EXPLANATION	AMOUNT
1	MRI Software, LLC.	10/1/20	3260	50058 Program Contract Cost	\$ 4,250.40
2	Joan Mastrofilipo	10/1/20	12810	Medicare Reimburs.	\$ 433.80
3	Lenore Morrell	10/1/20	12811	Medicare Reimburs.	\$ 433.80
4	Carolyn Capabianca	10/1/20	3263	Medicare Reimburs.	\$ 433.80
5	Ida Press	10/1/20	3264	Medicare Reimburs.	\$ 433.80
6	Lorraine Haskoor	10/1/20	3265	Medicare Reimburs.	\$ 433.80
7	Saverio Saulino	10/1/20	3266	Medicare Reimburs.	\$ 433.80
8	iPlaster	10/13/20	12812	Repair Admin Bldg	\$ 4,050.00
9	NJ Division of Pensions and Benefits	10/14/20	Online	PH Active Employee	\$ 13,048.21
10	NJ Division of Pensions and Benefits	10/14/20	Online	S8 Active Employee	\$ 8,455.62
11	NJ Division of Pensions and Benefits	10/14/20	Online	PH Retired Employee	\$ 2,337.61
12	NJ Division of Pensions and Benefits	10/14/20	Online	S8 Retired Employee	\$ 1,977.20
13	Delta Dental of New Jersey	10/18/20	Online	PH Employee Dental	\$ 1,490.46
14	Delta Dental of New Jersey	10/18/20	Online	S8 Employee Dental	\$ 837.40
15	Boys Club of Lower Bergen County	10/19/20	12814	Donation	\$ 100.00
16	Rob's Automotive	10/19/20	12815	Power Washer Repair	\$ 313.28
17	Passaic Valley Water Commission	10/19/20	12816	Water	\$ 6,025.75
18	Presto Printing	10/19/20	12817	Envelopes	\$ 180.00
19	Lodi Fire Prevention Bureau	10/19/20	12818	Registration	\$755.00
20	Ricoh USA, Inc.	10/19/20	12819	Lease	\$ 475.00
21	United Rentals	10/19/20	12820	UTV Rental	\$ 502.86
22	Interstate Waste Services	10/19/20	12821	Trash	\$ 872.07
23	New Jersey Labor Law Poster Service	10/19/20	12822	State & Federal Posters	\$ 152.00
24	DavEd Fire Systems, Inc.	10/19/20	12823	Alarm Monitoring	\$ 340.00
25	Maztek IT	10/19/20	12824	IT Services	\$ 1,457.18
26	Jersey Elevator	10/19/20	12825	Elevator Maintenance	\$ 166.92
27	NAHRO	10/19/20	3268	Membership Renewals	\$ 1,221.80
28	Ready Refresh	10/19/20	3269	Water & Coffee	\$ 85.31
29	Mercedes Guerra	10/19/20	1473	Security Deposit Refund	\$ 100.03
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REPORT OF EXECUTIVE DIRECTOR:

1. Approximate total interest for FY 10/01/20 – 09/30/20 – **\$7,000.00±**

2. CONTRACT REPORT:

CONTRACT AWARDED TO:		CONTRACT FOR:
1.	Garden State Gutter Cleaning 240 Montgomery Street Bloomfield, NJ 07003 800-508-5044	Gutter Cleaning @ DVP Complex (21 Bldgs) \$1,800.00
2.	iPlaster 812 Midland Road Oradell, NJ 07630 800-779-4752	Repair/Patch/Replace Stucco on Front Exterior Wall of Administrative Building \$9,100.00
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 NOT REQUIRE BOARD APPROVAL 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 DOES REQUIRE BOARD APPROVAL SINCE YEARLY CONTRACT AMOUNT IS NOT WITHIN EXECUTIVE DIRECTOR'S THRESHOLD TO AWARD		

3. 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 – pending
4. Purchase of 2nd temperature scanner for from Total Security – at back entrance in Community Room – to be discussed
5. Notice Lodi Police Department – added one name to Trespass List – to be discussed
6. Status Report of extraordinary maintenance work:
 - a. DVP – clean out of dryer vents – scheduled to begin on 10/20/20;
 - b. Admin Building – exterior front wall – stucco work – completed; and
 - c. Massey Street Creek – removal of overgrown weeds – completed

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

1. To date, there are 447 HCV/Section 8 Participants presently on the program
2. Submission to BCCD for final payment for CCTV Contract (\$17,724.81) – still pending
3. Massey Street parking lot expansion – A&E Report pending
4. Massey Street Creek – clean up of overgrowth completed
5. Pressure washing – all Complexes – completed
6. Masonry contract – re-point/repair bricks, steps (all Complexes) – completed
7. Submission to Dept. of HUD – Utility Allowance Survey for PH/S-8 Programs – awaiting HUD approval

RESOLUTIONS:

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Motion: _____ **Seconded:** _____

Cody ___ Di Chiara ___ Lynch ___ Marra ___ Schrieks ___ 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:**