

MINUTES OF THE REGULAR MEETING OF LODI HOUSING AUTHORITY, 50 BROOKSIDE AVENUE, LODI, NEW JERSEY AT 7:00 PM ON THURSDAY, SEPTEMBER 24, 2020

Call to Order: The Meeting was chaired by Chairman Steven De Nobile who called the Regular Meeting to Order at 7:00 PM.

Pledge of Allegiance: Chairman De Nobile 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 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 Steven De Nobile, Vice Chairman Robert Riley, Jr., and Commissioners Daniel J. Cody, Albert Di Chiara, Paul V. Lynch, and Robert Marra. Commissioner Marc N. Schrieks 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 Cody and Seconded by Commissioner Lynch to approve the Minutes of the Special Meeting held on August 12, 2020. Upon Roll Call, the Board voted as follows:

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

Communications:

1. Congratulations to D'Anna Avola, Section 8 Caseworker, who has successfully completed training for Housing Choice Voucher Specialist
2. LHA employees have successfully submitted 50058s to PIC, as required by HUD – PH @99% & S-8 @97.8%
3. CFP Certification for 2021 has been certified & submitted to HUD
4. LHA submitted its Actual Modernization Cost Certificate, as required by HUD
5. Notice from HUD – LHA receives CARES Act Round 2 funding in the amount of \$119,739

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

MINUTES OF REGULAR MEETING – SEPTEMBER 24, 2020 (cont'd)

Bills Agenda:

Motion to Approve the August 2020 Bills Agenda was made by Commissioner Cody and Seconded by Commissioner Di Chiara. Upon Roll Call, the Board voted as follows:

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

Motion to Approve the September 2020 Bills Agenda was made by Vice Chairman Riley and Seconded by Commissioner Di Chiara. Upon Roll Call, the Board voted as follows:

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

Report of Executive Director:

1. Approximate total interest earned for 2020 is **\$7,500.00±**
2. **CONTRACT REPORT:**

CONTRACT AWARDED TO:		CONTRACT AWARDED 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
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. General Report on status of extraordinary maintenance schedule:
 - a. New building logo/signs/names on doors – some work completed & some still pending;
 - b. Contract work for concrete (brick/steps @ DVP), pressure washing (all Complexes), sewer ejector pump (@ Massey), & removal of overground trees/shurbs (@ DVP) – all completed; and

MINUTES OF REGULAR MEETING – SEPTEMBER 24, 2020 (cont'd)

- c. Work scheduled for after FYS 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., and remodeling of 2nd floor office space in Admin Building (under COVID-19 funding & guidelines).
- 4. Informal results of Bid Opening 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
- 5. Rental of utility vehicle for Maintenance Department
- 6. Purchase of temperature scanner for 1st floor lobby from Total Security

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

- 1. Deputy Executive Director reported **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. Update on Massey Street Parking Lot Expansion
- 4. Pressure Washing – all Complexes
- 5. Masonry Contract – re-point/repair bricks, steps (all Complexes)

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 Di Chiara and Seconded by Commissioner Riley.
Upon Roll Call, the Board voted as follows:**

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

1. Resolution #19-39	Authorization to Solicit/Award Professional Service to Remodel/ Renovate/Redesign 2 nd Floor Office Space/Entrance/Common Hallways under the 2 nd Round of the CARES Act II
2. Resolution #19-40	One-Year Contract Extension for Service & Professional Contracts Ending CY 2020
3. Resolution #19-41	One-Year Freeze on Public Housing 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	FYS 10/01/2020 Budget Resolution – as Required by NJDCA
6. Resolution #19-44	Renewal of NJPHA JIF Membership – 3-Year Period – 2021-2023
7. Resolution #19-45	Designation of Fund Commissioner for NJPHA JIF for FY 2021
8. Resolution #19-46	Risk Management Consultant’s Agreement for CY 2021

MINUTES OF REGULAR MEETING – SEPTEMBER 24, 2020 (cont'd)

Report of Commissioner: None

Unfinished Business: None

Old Business: None

New Business: None

Good & Welfare: None

Hearing of Citizens: None in Attendance

Closed Session: None

Adjournment:

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

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

Meeting was Adjourned at 7:20 PM and Chairman De Nobile declared the Regular Meeting closed.



THOMAS DeSOMMA
Executive Director/Secretary Treasurer



STEVEN DE NOBILE, Chairman

Transcribed/Typed by:



CAROL A. FERRARA
Housing Manager/Recording Secretary

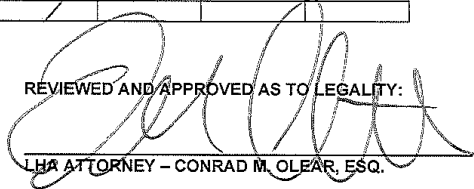
RESOLUTION NO. 19-39

Governing Body Recorded Vote – Members:

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

Approved Denied

REVIEWED AND APPROVED AS TO LEGALITY:



LHA ATTORNEY – CONRAD M. OLEAR, ESQ.

AUTHORIZATION TO SOLICIT/AWARD PROFESSIONAL SERVICE CONTRACT TO REMODEL/RENOVATE/REDESIGN 2ND FLOOR OFFICE SPACE/ENTRANCE/COMMON HALLWAYS – FUNDED UNDER THE CARES ACT (2ND ROUND OF FUNDING)

WHEREAS, Lodi Housing Authority (LHA) has been awarded its 2nd CARES Act Funding for its Housing Choice Voucher (HCV) Program to prevent, prepare, and respond to COVID-19; and

WHEREAS, PIH Notice 2020-18 allows use of this funding for **physical improvement for expansion/remodeling of office space**; and

WHEREAS, LHA's Executive Director hereby recommends expansion and remodeling of the office space, entrance, and common hallways within the Administration Building; and

WHEREAS, by remodeling its Administration Building's office space (referenced herein) will enable LHA "to maintain its normal operations and **further provide** all its employees, Public Housing/Section 8 HCV participants (including landlords) a safe environment" to deal with the COVID-19 Pandemic; and

WHEREAS, the LHA Board of Commissioners (Board) hereby authorizes its Executive Director to solicit the Professional Services as referenced herein.

NOW, THEREFORE, BE IT RESOLVED, the Board hereby recognizes that CARES Act 2nd Round Funding shall be utilized for Professional Service Contract (referenced herein) and further recognizes a subsequent award of related contractual services for the remodeling is an eligible expense authorized under PIH Notice 2020-18.

NOW, THEREFORE, BE IT FURTHER RESOLVED, the Executive Director is hereby authorized to solicit and execute any and all Professional Service Contract Documents and such related expenditures shall be charged to LHA's 2nd CARES Act Funding and/or available PH/S-8 Operating Program Funds.

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 2020



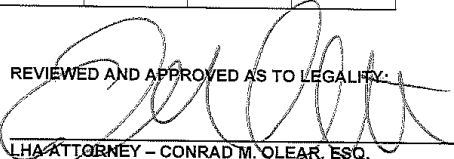
EXECUTIVE DIRECTOR/SECRETARY-TREASURER

RESOLUTION NO. 19-40

Governing Body Recorded Vote – Members:

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

Approved Denied

REVIEWED AND APPROVED AS TO LEGALITY:

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

ONE-YEAR CONTRACT EXTENSION FOR SERVICE & PROFESSIONAL CONTRACTS ENDING WITHIN CY 2020

WHEREAS, due to the ongoing COVID-19 Pandemic, Lodi Housing Authority (LHA) has implemented a staggered employee work schedule; and

WHEREAS, while many of the PHA Program reporting requirements have been maintained, responses to and implementation of LHA's outside contracting services have been delayed due to, but not limited to, back orders, delivery of materials, scheduling of work, and on-site workers needing to follow social distancing requirements, along with the availability of PHA Staff previously being placed on staggered work day, etc.; and

WHEREAS, it still appears to be that ongoing delays, responses by vendors and contractors due to back orders of materials, staggered PHA staffing hours; and

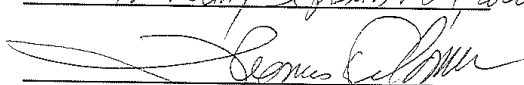
WHEREAS, the Executive Director hereby recommends all related service/consultant/professional contracts, and any other contracts ending during CY 2020 be extended for a one-year period; and

WHEREAS, the Executive Director may be required to negotiate with those contract holders whose terms end CY 2020.

NOW, THEREFORE, BE IT RESOLVED, the one-year contract extension for those contracts ending CY 2020 are hereby approved and any contractor demanding to negotiate a contract increase, the Executive Director is further authorized to offer a 3% maximum increase.

NOW, THEREFORE, BE IT FURTHER RESOLVED, the Executive Director is hereby authorized to extend any contract ending CY 2020.

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:

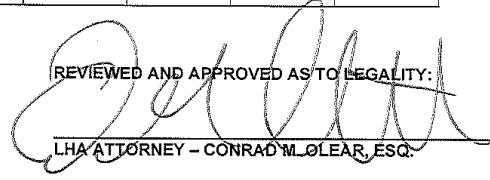
Thursday September 24 2020

 EXECUTIVE DIRECTOR/SECRETARY-TREASURER

RESOLUTION NO. 19-41

Governing Body Recorded Vote – Members:

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

Approved Denied

REVIEWED AND APPROVED AS TO LEGALITY:

 LHA ATTORNEY – CONRAD M. OLEAR, ESQ.

**ONE-YEAR FREEZE ON PUBLIC HOUSING FLAT RENTS
 EXTENDED THROUGH FYE 09/30/21**

WHEREAS, as a result of the ongoing COVID-19 Pandemic, the US Department of Housing and Urban Development (HUD) has issued PIH Notices 2020-05, 07, 17, 18, 20, et al, all of which render guidance to “Prevent, Prepare, and Respond to the Coronavirus” as it relates to PH/S-8 HCV participants, Public Housing employees, with an emphasis on Public Housing Agencies (PHAs) **maintaining normal operations**; and

WHEREAS, HUD has offered PHAs the option to adopt Waivers of Statutory & Regulatory mandates, which LHA adopted via Resolution #19-29; and

WHEREAS, it is the recommendation of the Executive Director to “Freeze of its Existing Public Housing Flat Rents” in LHA’s effort to provide its Program Participants financial relief during the COVID-19 Pandemic by stabilizing monthly rent payments and further minimizing any possibility of non-payment of rent evictions; and


WHEREAS, the Board of Commissioners (Board) hereby recognizes by implementing a “Public Housing Flat Rent Freeze” will not adversely impact LHA’s financial solvency and would further offer its PH residents financial relief.

NOW, THEREFORE, BE IT RESOLVED, LHA’s existing flat rents (see chart below) are hereby frozen at levels reflected in the previously adopted Board Resolution #19-07.

FLAT RENTS ADOPTED – BOARD RESOLUTION #19-07		
1 B/R	2 B/R	3 B/R
\$1,074	\$1,263	\$1,614

NOW, THEREFORE, BE IT FURTHER RESOLVED, a One-Year Public Housing Flat Rent Freeze shall take effect immediately.

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, 2020

 EXECUTIVE DIRECTOR/SECRETARY-TREASURER

RESOLUTION NO. 19-42

Governing Body Recorded Vote – Members:

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

Approved Denied

REVIEWED AND APPROVED AS TO LEGALITY:


LHA ATTORNEY – CONRAD M. OLEAR, ESQ.

**PUBLIC HOUSING/SECTION 8 OPERATING BUDGET
REVISION #1 – FYE 09/30/21**

WHEREAS, Lodi Housing Authority (LHA FYE 09/30/21 Public Housing & Section 8 Operating Budgets were previously adopted/approved on 06/25/20 (Resolution #19-32); and

WHEREAS, recent and unforeseen Income and Expenses will impact the LHA FYE 09/30/21 Public Housing & Section 8 Operating Budgets; and

WHEREAS, the US Department of Housing and Urban Development (HUD) recommends a Budget Revision be processed explaining such changes to Income and Expenses; and

WHEREAS, these unforeseen Income and Projected Expenses will impact the LHA FYE 09/30/21 Operating Budgets referenced herein.

NOW, THEREFORE, BE IT RESOLVED, due to changes in LHA's Health Benefit Costs, Employees' Salaries, and Non-Dwelling & Interest, the Public Housing & Section 8 FYE 09-30-21 Budget Revision #1 (see attached explanation) is hereby approved.

NOW, THEREFORE, BE IT FURTHER RESOLVED, LHA's Executive Director/Secretary Treasurer is further authorized to implement all changes reflected in Revision #1 and process any and all required changes and notices to HUD and the Division of Local Government Services, as may be required.

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, 2020


EXECUTIVE DIRECTOR/SECRETARY-TREASURER

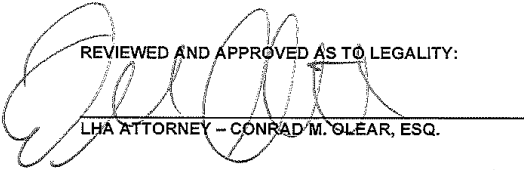
RESOLUTION NO. 19-43

Governing Body Recorded Vote – Members:

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

Approved Denied

REVIEWED AND APPROVED AS TO LEGALITY:



LHA ATTORNEY – CONRAD M. GLEAR, ESQ.

FYS 2020 BUDGET RESOLUTION

HOUSING AUTHORITY OF THE BOROUGH OF LODI
FISCAL YEAR: FROM 10/01/2020 TO 09/30/2021

WHEREAS, the Annual Budget and Capital Budget for the Lodi Housing Authority for the fiscal year beginning October 1, 2020 and ending September 30, 2021 has been presented before the Members of the Lodi Housing Authority at its open public meeting of September 24, 2020; and

WHEREAS, the Annual Budget as introduced reflects Total Revenues of \$8,522,679, Total Appropriations, including any Accumulated Deficit, if any, of \$8,370,490 and Total Unrestricted Net Position utilized of \$N/A; and

WHEREAS, the Capital Budget as introduced reflects Total Capital Appropriations of \$418,639 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 24, 2020 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, 2020 and ending September 30, 2021, 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 17, 2020.

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, 2020


EXECUTIVE DIRECTOR/SECRETARY-TREASURER

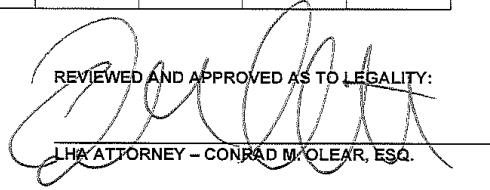
RESOLUTION NO. 19-44

Governing Body Recorded Vote – Members:

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

Approved Denied

REVIEWED AND APPROVED AS TO LEGALITY:



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

**RENEWAL OF MEMBERSHIP IN THE
NEW JERSEY PUBLIC HOUSING AUTHORITY
JOINT INSURANCE FUND FOR 3-YEAR PERIOD BEGINNING
JANUARY 1, 2021 THROUGH DECEMBER 31, 2023**

WHEREAS, Lodi Housing Authority is a member of the New Jersey Public Housing Authority Joint Insurance Fund; and

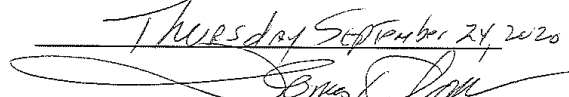
WHEREAS, said renewed membership terminates as of December 31, 2020 unless earlier renewed by agreement between the Authority and the Fund; and

WHEREAS, the Authority desires to renew said membership;

NOW, THEREFORE, BE IT RESOLVED, as follows:

1. **Lodi Housing Authority** agrees to renew its membership in the New Jersey Public Housing Authority Joint Insurance Fund and to be subject to the Bylaws, Rules and Regulations, coverages, and operating procedures, thereof, as presently existing or as modified from time to time by lawful act of the Fund.
2. The Executive Director shall be and hereby is authorized to execute the agreement to renew membership annexed hereto and made a part hereof and to deliver same to the New Jersey Public Housing Authority Joint Insurance Fund evidencing the Authority's intention to renew its membership.

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, 2020

 EXECUTIVE DIRECTOR/SECRETARY-TREASURER

ATTACHMENT TO RESOLUTION #19-44

INDEMNITY & TRUST AGREEMENT TO RENEW MEMBERSHIP IN THE NEW JERSEY PUBLIC HOUSING AUTHORITY JOINT INSURANCE FUND

WHEREAS, the New Jersey Public Housing Authority Joint Insurance Fund (Fund) is a duly chartered Joint Insurance Fund as authorized by NJSA 40A:10-36 et seq.; and

WHEREAS, Lodi Housing Authority is currently a member of said Fund; and

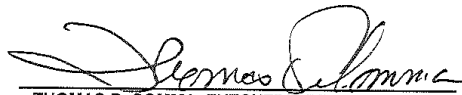
WHEREAS, effective December 31, 2020, said membership will expire unless earlier renewed; and

WHEREAS, Lodi Housing Authority's Executive Director and Board of Commissioners have resolved to renew said membership.

NOW, THEREFORE, BE IT RESOLVED, it is agreed as follows:

1. Lodi Housing Authority hereby renews its membership in the New Jersey Public Housing Authority Joint Insurance Fund for a three-year period, beginning January 1, 2021 and ending December 31, 2023.
2. Lodi Housing Authority hereby ratifies and reaffirms the Indemnity and Trust Agreement, Bylaws, and other organizational and operational documents of the New Jersey Public Housing Authority Joint Insurance Fund as from time to time amended and altered by the Department of Insurance in accordance with the applicable statutes and administrative regulations as if each and every one of said documents were re-executed contemporaneously herewith.
3. Lodi Housing Authority agrees to be a participating member of the Fund for the period herein provided for and to comply with all of the rules and regulations and obligations associated with said membership.
4. In consideration of the continuing membership in the New Jersey Public Housing Authority Joint Insurance Fund agrees, subject to the continuing approval of the Commissioner of Insurance, to accept the renewal application of Lodi Housing Authority.
5. Executed the 24th day of September 2020 as the lawful and binding act and deed of Lodi Housing Authority, which execution has been duly authorized by public vote of the governing body.

LODI HOUSING AUTHORITY:


THOMAS DeSOMMA, EXECUTIVE DIRECTOR

9-24-2020
DATE


ATTEST

NJ PUBLIC HOUSING AUTHORITY JOINT INSURANCE FUND:

CHAIRMAN

DATE

ATTEST

RESOLUTION NO. 19-45

Governing Body Recorded Vote – Members:

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

Approved Denied

REVIEWED AND APPROVED AS TO LEGALITY:



LHA ATTORNEY – CONRAD M. O'BEIR, ESQ.

**DESIGNATION OF FUND COMMISSIONER FOR THE
NJ PUBLIC HOUSING AUTHORITY JOINT INSURANCE FUND
(NJPHA JIF) FOR FUND YEAR 2021**

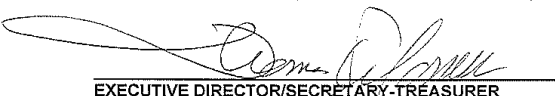
WHEREAS, Lodi Housing Authority (LHA) is a member of the New Jersey Public Housing Authority Joint Insurance Fund; and

WHEREAS, the bylaws of said Fund require that each member Housing Authority appoint a FUND COMMISSIONER to represent and serve the Authority as its representative to said Fund.

NOW, THEREFORE BE IT RESOLVED, that the Board of Commissioners of Lodi Housing Authority does hereby appoint **Thomas DeSomma, Executive Director/Secretary Treasurer**, as its FUND COMMISSIONER for the New Jersey Public Housing Authority Joint Insurance Fund for the **Fund Year 2021**.

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, 2020


EXECUTIVE DIRECTOR/SECRETARY-TREASURER

RESOLUTION NO. 19-46

Governing Body Recorded Vote – Members:

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

Approved Denied

REVIEWED AND APPROVED AS TO LEGALITY:



LHA ATTORNEY – CONRAD M. OLEAR, ESQ.
CY 2021 RISK MANAGEMENT CONSULTANT'S AGREEMENT

This Agreement effective the **1st day of January 2021** between Lodi Housing Authority (hereinafter referred to as Authority) and **Regional Risk Managers LLC** (A Scirocco Group Company), 777 Terrace Avenue, Hasbrouck Heights, NJ 07604 (hereinafter referred to as the Consultant).

WHEREAS, the Consultant has offered the Authority professional risk management consulting services as required in the bylaws of the New Jersey Public Housing Authority Joint Insurance Fund and the Municipal Excess Liability Joint Insurance Funds; and

WHEREAS, the Authority desires these professional services pursuant to the resolution adopted by the governing body of the Authority at a meeting held; and

NOW, THEREFORE BE IT RESOLVED, the parties in consideration of the mutual promises and covenants set forth herein, agree as follows:

1. For and in consideration of the amount stated hereinafter, the Consultant shall:
 - a. Assist the Authority in identifying its insurable Property & Casualty exposures and to recommend professional methods to reduce, assume or transfer the risk or loss.
 - b. Assist the Authority in understanding the various coverages available from the New Jersey Public Housing Joint Insurance Fund and the Municipal Excess Liability Joint Insurance Fund.
 - c. Review with the Authority any additional coverages that the Consultant feels should be carried but are not available from the Fund and, subject to the Authority's authorization, place such coverages outside the Fund.
 - d. Assist the Authority in preparation of applications, statements of values, and similar documents requested by the Fund, it being understood that this Agreement does not include any appraisal work by the Consultant.
 - e. Review Certificates of Insurance from contractors, vendors, and professionals when requested by the Authority.
 - f. Review the Authority's assessment as prepared by the Fund and assist the Authority in the preparation of its annual insurance budget.
 - g. Review the loss and engineering reports and generally assist the safety committee in its loss containment objectives. Also, attend no less than one (1) Authority safety committee meeting per annum to promote the safety objectives and goals of the Authority and the Fund.

- h. Assist where needed in the settlement of claims, with the understanding that the scope of the Consultant's involvement does not include the work normally done by a public adjuster.
 - i. Perform any other risk management related services required by the Fund's bylaws.
1. In exchange for the above services, the Consultant shall be compensated in the following manner:
- a. The Authority authorizes the Fund to pay its Consultant compensation for services rendered an amount equal to 6% of the Authority's annual assessment as promulgated by the Fund. Said fee shall be paid to the Consultant within 30 days of payment of the Authority's assessment.
 - b. For any insurance coverages authorized by the Authority to be placed outside the Fund, the Consultant shall receive as compensation the normal brokerage commissions paid by the insurance company. The premiums for said policies shall not be added to the Fund's assessment in computing the fee outlined in 2a.
 - c. If the Authority shall require of the Consultant extra services other than those outlined above, the Consultant shall be paid by the Authority a fee at the rate of n/a per hour in addition to actual expenses incurred.

Political Contribution Disclosure – This Contract has been awarded to Regional Risk Managers LLC (A Scirocco Group Company) based on the merits and abilities to provide the goods or services as described herein. This Contract has been awarded through a "fair and open process" pursuant to NJSA 19:44A-20.4 et seq. As such, the undersigned does hereby attest that Regional Risk Managers LLC (A Scirocco Group Company), its subsidiaries, assigns, or principals controlling in excess of 10% of the company will submit within ten (10) days of Authorizing Notice, the Political Disclosure Form required under the Election Law Enforcement Commission pursuant to NJSA 19-44A-8 or 19:44A-16, in the one-year period preceding the award of the Contract that would, pursuant to P.L. 2004, c.19, affect its eligibility to perform this Contract, nor will it make a reportable contribution during the term of the Contract to any political party committee in the Lodi Housing Authority if a member of that political party is serving in an elective public office of the Lodi Housing Authority when the contract is awarded, or to any candidate committee of any person serving in an elective public office of the Lodi Housing Authority when the Contract is awarded.

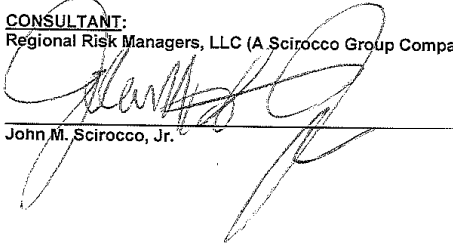
The term of this Agreement shall terminate 12/31/21. However, this Agreement may be terminated by either party at any time by mailing to the other written notice, certified mail return receipt, calling for termination at not less than 30 days thereafter. In the event of termination of this Agreement, the Consultant's fees outlined in 2a above shall be prorated to date of termination.

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, 2020


EXECUTIVE DIRECTOR/SECRETARY-TREASURER

CONSULTANT:
Regional Risk Managers, LLC (A Scirocco Group Company)


John M. Scirocco, Jr.