

**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:**

- Expansion of Massey Street Parking Area – Refer to Resolution #20-05

**APPROVAL OF MINUTES:**

- Regular Meeting – October 22, 2020:** Motion: \_\_\_\_\_ Seconded: \_\_\_\_\_  
 Cody \_\_\_ Di Chiara \_\_\_ Lynch \_\_\_ Marra \_\_\_ Schrieks \_\_\_ Riley \_\_\_ De Nobile \_\_\_
- Closed Meeting – October 22, 2020:** Motion: \_\_\_\_\_ Seconded: \_\_\_\_\_  
 Cody \_\_\_ Di Chiara \_\_\_ Lynch \_\_\_ Marra \_\_\_ Schrieks \_\_\_ Riley \_\_\_ De Nobile \_\_\_

**COMMUNICATIONS:**

- 

**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 #20-04	Certifying Resolution – Commissioners' Receipt of FYE 09/30/19 Independent Public Audit (IPA)
2. Resolution #20-05	Rejection of Bids Received – Massey Street Parking Lot Expansion
3. Resolution #20-06	Declaration of Emergency Expenditure – Underground Water Leak – 5" Heating System Lines – at DVP Family Complex – Between Buildings #12 & #13
4. Resolution #20-07	Approval & Adoption of 2020 CFP Grant – Additional Funding Received by HUD
5. Resolution #20-08	Award of Professional Services Contract for IT Services Contract to Mazteck Complete Solutions
6. Resolution #20-09	Re-Adoption of LHA's Procurement Policy
7. Resolution #20-10	Employee Severance Compensation Policy – still in typing

**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: 1<sup>st</sup> – Reminder/Warning; 2<sup>nd</sup> – Ruled Out of Order; and 3<sup>rd</sup> – 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

**MONTHLY BILLS AGENDA -- NOVEMBER 2020**

**PUBLIC HOUSING & SECTION 8**

**DISBURSEMENT AS REFLECTED IN PAYROLL PERIOD**

**10/18/20 - 10/31/2020 THRU 11/1/20 - 11/14/2020**

**ARE HEREBY APPROVED**

	<b>CHECK PAYABLE TO</b>	<b>DATE</b>	<b>CHK #</b>	<b>EXPLANATION</b>	<b>AMOUNT</b>
1	Francis J. McConnell	11/4/20	12837	PH FYE 9/30/19 Audit	\$ 4,168.48
2	U.S. Overall Cleaners	11/4/20	12838	Uniform Cleaning	\$ 450.00
3	Home Depot Credit Services	11/4/20	12839	Maintenance Supplies	\$ 925.85
4	Total Security Integrated Systems, LLC.	11/4/20	12840	Temperature Scanner	\$ 3,221.44
5	Interstate Waste Services	11/4/20	12841	Trash Removal	\$ 872.07
6	Wallington Plumbing & Heating	11/4/20	12842	Maintenance Supplies	\$ 2,128.31
7	Optimum	11/4/20	12843	Phones, TV, Internet	\$ 532.96
8	Purchase Power	11/4/20	3273	Stamps	\$ 420.99
9	Francis J. McConnell	11/4/20	3274	S8 FYE 9/30/19 Audit	\$ 4,000.00
10	SGTS Maintenance, LLC.	11/10/20	12844	Oct 2020 Office Cleaning	\$ 940.00
11	Noreika Service Station	11/10/20	12845	Oct 2020 Fuel	\$ 132.00
12	Verizon	11/10/20	12846	Phones	\$ 38.91
13	Riccardi Brothers	11/10/20	12847	Maintenance Supplies	\$ 438.24
14	AMT Ties, Inc.	11/10/20	12848	PH Oct 2020 Background Chks	\$ 24.00
15	T-Mobile	11/10/20	12849	Cell Phones	\$ 18.97
16	Capital One	11/10/20	12850	Maintenance Supplies	\$ 3,585.77
17	AMT Ties, Inc.	11/10/20	3275	S8 Oct 2020 Background Chks	\$ 84.00
18	Pitney Bowes	11/10/20	3276	Lease	\$ 514.26
19	Capital One	11/10/20	3277	Staff Training	\$198.00
20	NJ Division of Pensions and Benefits	11/13/20	Online	PH Active Employee	\$ 13,048.21
21	NJ Division of Pensions and Benefits	11/13/20	Online	S8 Active Employee	\$ 8,455.62
22	NJ Division of Pensions and Benefits	11/13/20	Online	S8 Retired Employee	\$ 865.01
23	Delta Dental of New Jersey	11/13/20	Online	PH Employee Dental	\$ 1,490.46
24	Delta Dental of New Jersey	11/13/20	Online	S8 Employee Dental	\$ 837.40
25	Wallace P. Nowosielecki	11/16/20	12851	PH Nov 2020 Acct. Retain.	\$ 1,166.66
26	Verizon	11/16/20	12852	Phones	\$ 308.90
27	Garfield Lumber & Millworks, Inc.	11/16/20	12853	Maintenance Supplies	\$ 385.39
28	United Rentals	11/16/20	12854	Rental	\$ 502.86
29	Jersey Elevator	11/16/20	12855	Routine Elevator Maintenance	\$ 166.92
30	Dor-Win	11/16/20	12856	Window Repair	\$ 1,144.00
31	Presto Printing	11/16/20	12857	Inspection Booklets	\$ 750.00
32	The Corner Nurse Landscape	11/16/20	12858	Sprinkler Service & Excavator	\$ 1,430.00
33	NJIP Direct	11/16/20	12859	FEMA Insurance	\$ 11,329.00
34	Balitano Contracting Co, Inc.	11/16/20	12860	Mason Work	\$ 2,950.00
35	Wallace P. Nowosielecki	11/16/20	3278	S8 Nov 2020 Acct. Retain.	\$ 1,166.67
36	CGI Federal Inc.	11/16/20	3279	S8 October 2020 Inspections	\$ 1,206.00
37	Gary Luna	11/16/20	3280	FY 10/20-9/21 Eyecare Reimburs.	\$ 235.00
38	Ricoh USA, Inc.	11/16/20	3281	Lease	\$ 696.17
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Motion: \_\_\_\_\_ Seconded: \_\_\_\_\_

Cody \_\_\_ Di Chiara \_\_\_ Lynch \_\_\_ Marra \_\_\_ Schrieks \_\_\_ Riley \_\_\_ De Nobile \_\_\_

**REPORT OF EXECUTIVE DIRECTOR:**

1. Approximate total interest for FYS 10/01/20 – **\$150.00±**

**2. CONTRACT REPORT:**

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 <u>DOES NOT REQUIRE BOARD APPROVAL</u> SINCE YEARLY CONTRACT AMOUNT IS WITHIN EXECUTIVE DIRECTOR'S THRESHOLD TO AWARD		

CONTRACT AWARDED TO:		CONTRACT FOR:
1.	Mazteck Complete Solutions 10 Forest Avenue, Ste 220/3 Paramus, NJ 07652 973-272-2324	Managed IT Services – Computer & Network IT, VOIP, & Website Maintenance Services \$1,457.18 monthly (refer to Res. #20-08)
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 <u>DOES REQUIRE BOARD APPROVAL</u> SINCE YEARLY CONTRACT AMOUNT IS NOT WITHIN EXECUTIVE DIRECTOR'S THRESHOLD TO AWARD		

- LHA will solicit for RFQ to perform Physical Inventory & Maintenance – land, structures, inventory, etc. – to be discussed
- COVID-19 Notice to All Employees – Workplace Safety Mandate by Gov. Murphy
- Dept. of HUD Compliance Review – conducted remotely (via phone) – LHA will be updating various policies, procedures, etc. – to be discussed





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

Thomas DeSomma  
Executive Director/Secretary-Treasurer  
973-470-3650 FAX 973-778-1429  
[thomasd@lodihousing.org](mailto:thomasd@lodihousing.org)

**COVID-19 WORKPLACE SAFETY STANDARDS  
MANDATED BY GOV. MURPHY EXECUTIVE ORDER #192**

Governor Murphy's latest Executive Order #1992 (signed on 10/27/20) requires all NJ employers to institute mandatory health and safety protocols to protect workers and their families from exposure to COVID-19.

As you are all aware, LHA instituted many of these protocols at the onset of the COVID-19 pandemic at the beginning of the year, specifically:

- Closed the office to visitors/contractors/deliveries;
- Staggered essential employees' work schedules;
- Supplied PPE (masks, hand sanitizer, etc.) to all Staff Members;
- Requested all documentation from PH Residents/Section 8 Participants be mailed, faxed, or emailed;
- Installed two (2) temperature scanners;
- Disinfected/fogged all office areas and high-touch surfaces;
- Excluded sick employees from the workplace and followed requirement of applicable leave laws; and
- Notified employees of possible COVID-19 exposure.

**However, LHA would like to emphasize the following:**

1. Employees must use the temperature scanners (located in the 1<sup>st</sup> floor lobby and Community Room) upon entering the building for work each day (on the honor system);
2. Employees should maintain at least 6 feet of distance from other employees to the maximum extent possible; and
3. Employees (and mandatory visitors) must wear masks, subject to certain limitations.

LHA will keep you updated as things progress and/or change. If you have any questions, please contact the Housing Manager directly.

**Thomas DeSomma  
Executive Director  
November 10, 2020**

**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. BCCD – final payment for CCTV Contract (\$17,724.81) – still pending
3. Massey Street Parking Lot Expansion – refer to Resolution #20-05
4. Submission to Dept. of HUD – Utility Allowance Survey for PH/S-8 Programs – awaiting HUD approval
5. DVP – underground water pipe leak – refer to photos and Resolution #20-06

**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.)

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7. Resolution #20-10	Employee Severance Compensation Policy – still in typing

**Motion:** \_\_\_\_\_ **Seconded:** \_\_\_\_\_

Cody \_\_\_ Di Chiara \_\_\_ Lynch \_\_\_ Marra \_\_\_ Schrieks \_\_\_ Riley \_\_\_ De Nobile \_\_\_

**RESOLUTION NO. 20-04**

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.

**CERTIFYING RESOLUTION – COMMISSIONERS’ RECEIPT OF FYE 09/30/19 INDEPENDENT PUBLIC AUDIT (IPA)**

**WHEREAS**, NJSA 40A:5A-15 requires the governing body of each local Authority to cause an annual audit of its accounts to be made; and

**WHEREAS**, the annual audit report for fiscal year ending September 30, 2019 has been completed and filed with the NJDCA pursuant to NJSA 40A:5A-15; and

**WHEREAS**, NJSA 40A:5A-17, requires the governing body of each authority to, within 45 days of receipt of the annual audit, certify by resolution to the Local Finance Board that each member thereof has personally reviewed the annual audit report, and specifically the sections of the audit report entitled “General Comments” and “Recommendations,” and has evidenced same by group affidavit in the form prescribed by the Local Finance Board; and

**WHEREAS**, the members of the governing body have received the annual audit and have personally reviewed the annual audit, and have specifically reviewed the sections of the annual audit report entitled “General Comments” and “Recommendations,” in accordance with NJSA 40A:5A-17;

**NOW, THEREFORE BE IT RESOLVED**, that the governing body of the Lodi Housing Authority hereby certifies to the Local Finance Board of the State of New Jersey that each governing body member has personally reviewed the annual audit report for the fiscal year ended September 30, 2019, and specifically has reviewed the sections of the audit report entitled “General Comments” and “Recommendations,” and has evidenced same by group affidavit in the form prescribed by the Local Finance Board.

**BE IT FURTHER RESOLVED**, that the Secretary of the Authority is hereby directed to promptly submit to the Local Finance Board the aforesaid group affidavit, accompanied by a certified true copy of this resolution.

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 November 19 2020*  
\_\_\_\_\_  
*Conrad M. Olear*  
EXECUTIVE DIRECTOR/SECRETARY-TREASURER





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

November 19, 2020

**LODI HOUSING AUTHORITY  
INDEPENDENT PUBLIC AUDIT (IPA)  
FYE 09/30/19**

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We hereby Certify that we have received a copy of the submitted FYE 09/30/19 IPA as prepared by Francis J. McConnell, Certified Public Accountant.

We further Certify that this FYE 09/30/19 IPA has been presented and placed on the November 19, 2020 Regular Meeting Agenda by the Executive Director of the Lodi Housing Authority.

\_\_\_\_\_  
Steven De Nobile, Chairman                      Date

\_\_\_\_\_  
Robert Riley, Jr., Vice Chairman                      Date

\_\_\_\_\_  
Daniel J. Cody, Commissioner                      Date

\_\_\_\_\_  
Albert Di Chiara, Commissioner                      Date

\_\_\_\_\_  
Paul V. Lynch, Commissioner                      Date

\_\_\_\_\_  
Robert Marra, Commissioner                      Date

\_\_\_\_\_  
Marc N. Schrieks, Commissioner                      Date

**ATTESTED:**

\_\_\_\_\_  
Conrad M. Olear, Esq.                      Date

**RESOLUTION NO. 20-05**

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.

**REJECTION OF BIDS RECEIVED –  
MASSEY STREET PARKING LOT EXPANSION**

**WHEREAS**, Lodi Housing Authority (LHA) publicly advertised to receive sealed bids for the Massey Street Parking Lot Expansion (referenced above); and

**WHEREAS**, only two (2) public bids were received, opened, and reviewed by David Juzmeski, PE, PP, of Neglia Engineering Associates, LHA's Design & Inspecting Engineers and subsequently reviewed by LHA Attorney, Conrad M. Olear, Esq. (see attached correspondence dated 11/09/20 and 11/13/20, respectively); and

**WHEREAS**, the bids received were either deficient and/or above LHA's budget allocation; and

**WHEREAS**, both LHA's Engineer and Attorney have reviewed the bids with each confirming that one is deficient and one is over budget allocation.

**NOW, THEREFORE BE IT RESOLVED**, as Executive Director, I hereby recommend that it is in the best interest of LHA to reject all bids and to re-advertise.

**NOW, THEREFORE, BE IT FURTHER RESOLVED**, the Executive Director/ Secretary Treasurer is authorized to re-advertise to receive public bids for the Massey Street Parking Lot Expansion.

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 November 19 2020*  
\_\_\_\_\_  
*[Signature]*  
\_\_\_\_\_  
EXECUTIVE DIRECTOR/SECRETARY-TREASURER

**RESOLUTION NO. 20-06**

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.

**DECLARATION OF EMERGENCY WORK & EXPENDITURE  
EMERGENCY REPAIR OF UNDERGROUND 5” HEAT SYSTEM LINES  
AT DVP FAMILY COMPLEX – BETWEEN BUILDINGS #12 & #13**

**WHEREAS**, it was determined that the underground 5” heat system lines was leaking between Buildings #12 & #13 in the De Vries Park Family Complex (DVP) requiring Lodi Housing Authority (LHA) to retain an outside contractor to remove and repair said piping; and

**WHEREAS**, in order to remove, repair and replace the 5” feed/return water lines, LHA retained the services of Montana Construction Corporation, Inc., located at 80 Contant Avenue, Lodi, New Jersey to make such emergency repairs; and

**WHEREAS**, I, as Executive Director, hereby certified (based upon the Maintenance Superintendent’s attached Emergency Report), that the 5” underground feed/ return water lines, referenced above, created a threat to LHA’s tenants’ health, safety and welfare, and further declared an Emergency existed; and

**NOW, THEREFORE BE IT RESOLVED**, that said Emergency affected all the Authority’s De Vries Park tenants’ health, safety and welfare, as defined in NJSA 40A:11.6, and required immediate remediation.

**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 November 19 2020

\_\_\_\_\_  
EXECUTIVE DIRECTOR/SECRETARY-TREASURER



LODI  
HOUSING  
AUTHORITY

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

November 16, 2020

**De VRIES PARK FAMILY COMPLEX –  
EMERGENCY DECLARATION – UNDERGROUND WATER LINE –  
DVP – BETWEEN BLDGS. #12 & #13**

Based upon the attached report dated 11/16/20 submitted by Frank Ciliberto, Maintenance Superintendent, along with corresponding photos, 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

11-16-20

Date

**RESOLUTION NO. 20-07**

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.

**APPROVAL & ADOPTION OF 2020 CAPITAL FUND PROGRAM GRANT  
#NJP01150120 (\$418,639)**

**WHEREAS**, Lodi Housing Authority (LHA) has been awarded under the Capital Fund Program (CFP) \$418,639 for FY 2020 to be referred to under #NJ39P01150120; and

**WHEREAS**, the Capital Fund Program final rule in 2013 decoupled the Capital Fund Annual submission from the PHA Plan submission; and

**WHEREAS**, in accordance with 24 CFR Part 905, LHA is in compliance with 45 day Public Hearing notification and is including its most recent Public Hearing Board Resolution from its Approved 2018 PHA Plan and Capital Fund 5 Year Action Plan; and

**WHEREAS**, LHA is recognized as a Non-Qualified PHA in accordance with Notice PIH 2008-41 and is a recognized High Performer by the US Department of HUD; and

**WHEREAS**, FY 2019 PHAs are not executing a Capital Fund ACC Amendment, and these are important dates relevant to the CFP Grant Awards: Obligation Start Date (03/26/2020), Obligation End Date (03/25/2022), and Expenditure End Date (03/25/2024); and

**WHEREAS**, LHA is including Approved HUD Form 50077 for Non-Qualified PHAs certification of compliance with Public Hearing; and

**WHEREAS**, CFP grant has been assigned to Budget Line Item (BLI) 1406 Operations; and

**WHEREAS**, CFP Grant #NJ39P01150120 has been prepared in accordance with the New Capital Fund Final Rule.

**NOW, THEREFORE, BE IT RESOLVED**, by the Board of Commissioners of Lodi Housing Authority, in reference to CFP Grant #NJ39P01150120, are hereby approved and adopted.

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 November 19, 2020*  
\_\_\_\_\_  
*[Signature]*  
EXECUTIVE DIRECTOR/SECRETARY-TREASURER

2020 Capital Fund

Capital Fund Program  
(CFP) Amendment  
To The Consolidated Annual Contributions  
Contract (form HUD-53012)

U.S. Department of Housing  
and Urban Development  
Office of Public and Indian Housing

Whereas, (Public Housing Authority) Housing Authority of the Borough of Lodi NJ011 (herein called the "PHA")  
and the United States of America, Secretary of Housing and Urban Development (herein called "HUD") entered into Consolidated Annual Contributions  
Contract(s) ACC(s) Number(s) (On File) dated (On File)

Whereas, in accordance with Section 235 of Public Law 116-94, Division H, Title II,

Whereas, HUD has agreed to provide CFP assistance, upon execution of this Amendment, to the PHA in the amount to be specified below for the  
purpose of assisting the PHA in carrying out development, capital and management activities at existing public housing projects in order to ensure that  
such projects continue to be available to serve low-income families. HUD reserves the right to provide additional CFP assistance in this FY to the  
PHA. HUD will provide a revised ACC Amendment authorizing such additional amounts.

\$ \$418,639.00 for Fiscal Year 2020 to be referred to under Capital Fund Grant Number NJ39P01150120  
PHA Tax Identification Number (TIN): On File DUNS Number: On File

Whereas, HUD and the PHA are entering into the CFP Amendment Number \_\_\_\_\_

Now Therefore, the ACC(s) is (are) amended as follows:

1. The ACC(s) is (are) amended to provide CFP assistance in the amount  
specified above for development, capital and management activities of PHA  
projects. This CFP Amendment is a part of the ACC(s).

2. The PHA must carry out all development, capital and management activities  
in accordance with the United States Housing Act of 1937 (the Act), 24 CFR  
Part 905 (the Capital Fund Final rule) as well as other applicable HUD  
requirements, except that the limitation in section 9(g)(1) of the Act is increased  
such that of the amount of CFP assistance provided for under this CFP  
amendment only, the PHA may use no more than 25 percent for activities that are  
eligible under section 9(e) of the Act only if the PHA's HUD-approved Five Year  
Action Plan provides for such use; however, if the PHA owns or operates less  
than 250 public housing dwelling units, such PHA may continue to use the full  
flexibility in section 9(g)(2) of the Act.

3. The PHA has a HUD-approved Capital Fund Five Year Action Plan and has  
complied with the requirements for reporting on open grants through the  
Performance and Evaluation Report. The PHA must comply with 24 CFR  
905.300 of the Capital Fund Final rule regarding amendment of the Five Year  
Action Plan where the PHA proposes a Significant Amendment to the Capital  
Fund Five Year Action Plan.

4. For cases where HUD has approved a Capital Fund Financing Amendment  
to the ACC, HUD will deduct the payment for amortization scheduled  
payments from the grant immediately on the effective date of this CFP  
Amendment. The payment of CFP funds due per the amortization scheduled  
will be made directly to a designated trustee within 3 days of the due date.

5. Unless otherwise provided, the 24 month time period in which the PHA must  
obligate this CFP assistance pursuant to section 9(j)(1) of the Act and 48  
month time period in which the PHA must expend this CFP assistance  
pursuant to section 9(j)(5) of the Act starts with the effective date of this CFP  
amendment (the date on which CFP assistance becomes available to the PHA  
for obligation). Any additional CFP assistance this FY will start with the same  
effective date.

6. Subject to the provisions of the ACC(s) and paragraph 3, and to assist in  
development, capital and management activities, HUD agrees to disburse to  
the PHA or the designated trustee from time to time as needed up to the  
amount of the funding assistance specified herein.

The parties have executed this CFP Amendment, and it will be effective on 3/26/2020. This is the date on which CFP assistance becomes available to the PHA for  
obligation.

7. The PHA shall continue to operate each public housing project as low-  
income housing in compliance with the ACC(s), as amended, the Act and all  
HUD regulations for a period of twenty years after the last disbursement of  
CFP assistance for modernization activities for each public housing project or  
portion thereof and for a period of forty years after the last distribution of CFP  
assistance for development activities for each public housing project and for a  
period of ten years following the last payment of assistance from the Operating  
Fund to each public housing project. Provided further that, no disposition of any  
project covered by this amendment shall occur unless approved by HUD.

8. The PHA will accept all CFP assistance provided for this FY. If the PHA does  
not comply with any of its obligations under this CFP Amendment and does not  
have its Annual PHA Plan approved within the period specified by HUD, HUD  
shall impose such penalties or take such remedial action as provided by law.  
HUD may direct the PHA to terminate all work described in the Capital Fund  
Annual Statement of the Annual PHA Plan. In such case, the PHA shall only  
incur additional costs with HUD approval.

9. Implementation or use of funding assistance provided under this CFP  
Amendment is subject to the attached corrective action order(s).  
(mark one): Yes  No

10. The PHA is required to report in the format and frequency established by HUD  
on all open Capital Fund grants awarded, including information on the  
installation of energy conservation measures.

11. If CFP assistance is provided for activities authorized pursuant to agreements  
between HUD and the PHA under the Rental Assistance Demonstration Program,  
the PHA shall follow such applicable statutory authorities and all applicable HUD  
regulations and requirements. For total conversion of public housing projects, no  
disposition or conversion of any public housing project covered by these terms and  
conditions shall occur unless approved by HUD. For partial conversion, the PHA  
shall continue to operate each non-converted public housing project as low-income  
housing in accordance with paragraph 7.

12. CFP assistance provided as an Emergency grant or a Safety and Security  
grant shall be subject to a 12 month obligation and 24 month expenditure time  
period. CFP assistance provided as a Natural Disaster grant shall be subject to a  
24 month obligation and 48 month expenditure time period. The start date shall be  
the date on which such funding becomes available to the PHA for obligation. The  
PHA must record the Declaration(s) of Trust within 60 days of the effective date or  
HUD will recapture the grant funding.

U.S. Department of Housing and Urban Development	PHA (Executive Director or authorized agent)
By <u>X</u>	By <u>[Signature]</u>
Date:	Date: <u>10-26-20</u>
Title <u>Robert E Muldarig</u> Deputy Assistant Secretary, Office of Public Housing...	Title <u>EXECUTIVE DIRECTOR</u>

Previous versions obsolete

form HUD-52840-A OMB Approval No. 2577-0167 (exp. 01/31/2021)

**RESOLUTION NO. 20-08**

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.

**AWARD OF PROFESSIONAL CONTRACT FOR COMPUTER & NETWORK IT, VOIP, & WEBSITE MAINTENANCE SERVICES TO MAZTECK COMPLETE SOLUTIONS, TEN FOREST AVENUE, STE 220/3, PARAMUS, NJ 07652 FOR THREE-YEAR PERIOD – JANUARY 1, 2021 THRU DECEMBER 31, 2023 (\$17,486.16 per year)**

**WHEREAS**, Lodi Housing Authority (LHA) received RFQ for Professional Services in compliance with US Department of HUD Rules and Regulations under CFR 85.36 and LHA's Procurement Policy, along with the NJ Public Bidding Laws (40A:11-5); and

**WHEREAS**, the Executive Director has determined that awarding the contract for IT Services, as referenced above, "will serve in the best interest of LHA;" and

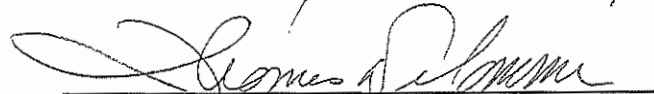
**WHEREAS**, the Executive Director recommends awarding said contract, referenced above, to Mazteck Complete Solutions, Ten Forest Avenue, Ste. 220/3, Paramus, NJ in compliance with NJSA 11-5 (dd), "for the support or maintenance of proprietary computer hardware and software" of LHA; and

**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**, the Executive Director is hereby authorized to execute all required documents, and such related expenditures are to be charged to funding availability under its PH and Section 8 Operating Budgets.

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 November 19, 2020  
  
EXECUTIVE DIRECTOR/SECRETARY-TREASURER

**RESOLUTION NO. 20-09**

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.

**RE-ADOPTION OF LHA'S PROCUREMENT POLICY**

**WHEREAS**, the State of New Jersey has re-adjusted the "Public Bidding Threshold" effective immediately as referenced above; and

**WHEREAS**, previously under Resolution #09-29 and Resolution #10-08, Lodi Housing Authority (LHA) had adopted its current Procurement Policy; and

**WHEREAS**, NJDCA has re-adjusted the Public Bidding Threshold for Contracting Units Without a Qualified Purchasing Agent (QPA) as follows:

	BID THRESHOLD	QUOTATION THRESHOLD
Base Amount	\$17,500.00	\$2,625.00
With Qualified Purchasing Agent	\$36,000.00	\$5,400.00

**NOW, THEREFORE, BE IT RESOLVED**, the LHA "Statement of Procurement Policy" is hereby re-adopted reflecting LHA's "Public Bidding Threshold."

**NOW, THEREFORE, BE IT FURTHER RESOLVED**, said Statement of Procurement Policy (copy attached) is hereby re-adopted and effective 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 November 19 2020*  
\_\_\_\_\_  
EXECUTIVE DIRECTOR/SECRETARY-TREASURER



**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:**