

MINUTES OF THE REGULAR MEETING OF LODI HOUSING AUTHORITY, 50 BROOKSIDE AVENUE, LODI, NEW JERSEY AT 7:00 PM ON THURSDAY, OCTOBER 22, 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, Paul V. Lynch, Robert Marra, and Marc N. Schrieks. Commissioner 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 Cody and Seconded by Commissioner Lynch to approve the Minutes of the Regular Meeting held on September 24, 2020. Upon Roll Call, the Board voted as follows:

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

Communications:

1. HUD Notice – Additional CFP Funding of \$3,017 increasing the FY 2021 CFP to \$418,639
2. HUD Notice – Remote Compliance Review -

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 – OCTOBER 22, 2020 (cont'd)

Bills Agenda:

**Motion to Approve the FYE 09/30/2020 Bills Agenda 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 Lynch Commissioner Marra Commissioner Schrieks Vice Chairman Riley Chairman De Nobile | NONE | NONE | Commissioner Di Chiara |

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

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

Report of Executive Director:

1. Approximate total interest earned for FY 10/01/19-09/30/20 – **\$7,000.00±**
2. **CONTRACT REPORT:**

| CONTRACT AWARDED TO: | | CONTRACT AWARDED FOR: |
|---|---|---|
| 1. | Garden State Gutter Cleaning 240 Montgomery Street Bloomfield, NJ 07003 800-508-5044 | Gutter Cleaning @ DVP Complex (21 Buildings) - \$1,800.00 |
| 2. | iPlaster 812 Midland Road Oradell, NJ 07630 800-779-4752 | Repair/Patch/Replace Stucco on Front Exterior Wall of Admin 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 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 | | |

MINUTES OF REGULAR MEETING – OCTOBER 22, 2020 (cont'd)

3. Professional Service contractor to perform physical inventory & maintenance (land, structures, inventory, etc.)
4. Informal results of Bid Opening on 09/17/20 for expansion of Massey Street parking area – award is contingent upon BCCD approval to re-program funding & timing of award – pending
5. Proposed Severance Policy was discussed
6. Purchase of 2nd temperature scanner from Total Security – placed at Community Room door
7. LHA one name to Trespass List & notified LPD
8. Status Report of extraordinary maintenance work:
 - a. DVP – clean out of dryer vents scheduled to begin 10/20/20;
 - b. Admin Building – exterior front wall – stucco work was completed; and
 - c. Massey Street Creek – removal of overgrown weeds was completed.

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

1. Deputy Executive Director reported **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. Update on Massey Street Parking Lot Expansion – A&E Report is pending
4. Massey Street Creek – clean up of overgrowth was completed
5. Pressure Washing – all Complexes – completed
6. Masonry Contract – re-point/repair bricks, steps (all Complexes) – completed
7. Submission to HUD – Utility Allowance Survey for PH/S-8 Programs – awaiting HUD approval

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 Lynch.
Upon Roll Call, the Board voted as follows:**

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

MINUTES OF REGULAR MEETING – OCTOBER 22, 2020 (cont'd)

| | |
|----------------------|--|
| 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 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 # | |

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 Schrieks.

Upon Roll Call, the Board voted as follows:

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

Motion to End Closed Session and return to Regular Order of Business was made by Commissioner Cody and Seconded by Commissioner Schrieks.

Upon Roll Call, the Board voted as follows:

| AYES | NAYS | ABSTAINED | ABSENT |
|---|------|-----------|---------------------------|
| Commissioner Cody Commissioner De Nobile Commissioner Marra Commissioner Schrieks Commissioner Riley Chairman Schrieks | NONE | NONE | Commissioner Di Chiara |

MINUTES OF REGULAR MEETING – OCTOBER 22, 2020 (cont'd)

Adjournment:

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

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

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. 20-01

Governing Body Recorded Vote – Members:

| Board Members | | Aye | Nay | Abstain | Absent |
|---------------|-----------------------------|-------------------------------------|-----|---------|-------------------------------------|
| M | Commissioner D. J. Cody | <input checked="" type="checkbox"/> | | | |
| | Commissioner A. Di Chiara | | | | <input checked="" type="checkbox"/> |
| S | Commissioner P. V. Lynch | <input checked="" type="checkbox"/> | | | |
| | Commissioner R. Marra | <input checked="" type="checkbox"/> | | | |
| | Commissioner M. N. Schrieks | <input checked="" type="checkbox"/> | | | |
| | Vice Chairman R. Riley, Jr. | <input checked="" type="checkbox"/> | | | |
| | Chairman S. De Nobile | <input checked="" type="checkbox"/> | | | |

Approved Denied

REVIEWED AND APPROVED AS TO LEGALITY:

LHA ATTORNEY – CONRAD M. OLEAR, ESQ.

APPROVAL OF BOARD MEETING DATES FOR CY 2021

BE IT RESOLVED, by the Housing Authority of the Borough of Lodi that the Public Meetings of the Housing Authority of the Borough of Lodi will be held at the Lodi Housing Authority Community Room, 50 Brookside Avenue, Lodi, New Jersey in accordance with the Sunshine Law. Regular Meetings will be held according to the following schedule:

| REGULAR MEETING | DAY | TIME |
|--|----------|-----------|
| JANUARY 21, 2021 | THURSDAY | 7:00 P.M. |
| FEBRUARY 18, 2021 | THURSDAY | 7:00 P.M. |
| MARCH 18, 2021 | THURSDAY | 7:00 P.M. |
| APRIL 15, 2021 | THURSDAY | 7:00 P.M. |
| MAY 27, 2021 ANNUAL REORGANIZATION MEETING (REGULAR MEETING TO FOLLOW) | THURSDAY | 7:00 P.M. |
| JUNE 17, 2021 | THURSDAY | 7:00 P.M. |
| JULY 15, 2021 | THURSDAY | 7:00 P.M. |
| AUGUST 19, 2021 | THURSDAY | 7:00 P.M. |
| SEPTEMBER 16, 2021 | THURSDAY | 7:00 P.M. |
| OCTOBER 21, 2021 | THURSDAY | 7:00 P.M. |
| NOVEMBER 18, 2021 | THURSDAY | 7:00 P.M. |
| DECEMBER 16, 2021 | THURSDAY | 7:00 P.M. |

The following is the Regular Meeting Agenda of the Housing Authority of the Borough of Lodi:

- CALL TO ORDER
- PLEDGE OF ALLEGIANCE
- NOTICE OF MEETING
- ROLL CALL
- BIDS
- APPROVAL OF MINUTES
- COMMUNICATIONS
- REPORT OF ATTORNEY
- REPORT OF ACCOUNTANT
- REPORT OF SECURITY
- MONTHLY BILLS – PUBLIC HOUSING & SECTION 8
- REPORT OF EXECUTIVE DIRECTOR
- REPORT OF DEPUTY EXECUTIVE DIR./ADMIN. OF SECTION 8/HOUSING MANAGER
- RESOLUTIONS
- REPORT OF COMMISSIONERS
- UNFINISHED BUSINESS
- OLD BUSINESS
- NEW BUSINESS
- GOOD AND WELFARE
- HEARING OF CITIZENS
- CLOSED SESSION – ATTORNEY-CLIENT PRIVILEGED DISCUSSIONS
- ADJOURNMENT

Any changes to the above-scheduled Regular Meeting dates require 48-hour notice. Any Special Meeting will be held with 48-hour notice prior to Special Meeting.

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 October 22, 2020

EXECUTIVE DIRECTOR/SECRETARY-TREASURER

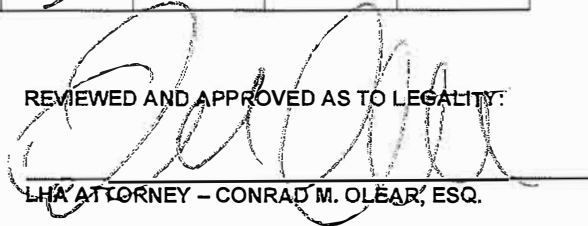
RESOLUTION NO. 20-02

Governing Body Recorded Vote – Members:

| | Board Members | Aye | Nav | Abstain | Absent |
|---|-----------------------------|-----|-----|---------|--------|
| M | Commissioner D. J. Cody | ✓ | | | |
| | Commissioner A. Di Chiara | | | | ✓ |
| S | 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.

**AWARD OF PROFESSIONAL SERVICE CONTRACT TO
REMODEL/RENOVATE/RE-DESIGN 2ND FLOOR
OFFICE SPACE/ENTRANCE/COMMON HALLWAYS –
FUNDED UNDER THE CARES ACT (2ND ROUND OF FUNDING)**

WHEREAS, the Lodi Housing Authority (LHA) Board of Commissioners (Board) passed Resolution #19-39 authorizing the solicitation for Professional Service Contract (referenced above); and

WHEREAS, as Executive Director/Secretary Treasurer of Lodi Housing Authority, I hereby certify that LHA has complied with the Department of Housing and Urban Development's "Competitive Process" required under 24 CFR 85.36 Procurement and NJ Statutes governing Professional Contracts; and

WHEREAS, I, as Executive Director/Secretary Treasurer, recommend that Acari + Iovino Architects, PC, One Katherine Street, Little Ferry, NJ 07643 be awarded the Professional Service Contract (as referenced above) in the amount of \$11,750.

NOW, THEREFORE, BE IT RESOLVED, the Executive Director/Secretary Treasurer hereby further certifies **Funding Availability** to award this Professional Service Contract.

NOW, THEREFORE, BE IT FURTHER RESOLVED, the Executive Director/Secretary Treasurer is hereby authorized to execute any and all related contract documents and said fees shall be paid/pro-rated to LHA's COVID-19 2nd Round of Funding and/or any PH or S-8 Program Administrative Reserves and/or CFP as deemed appropriate by Executive Director/Secretary Treasurer.

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 October 22, 2020



EXECUTIVE DIRECTOR/SECRETARY-TREASURER

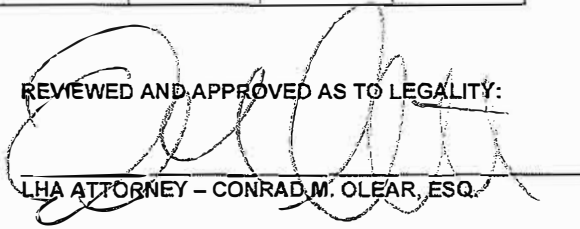
RESOLUTION NO. 20-03

Governing Body Recorded Vote – Members:

| Board Members | Aye | Nay | Abstain | Absent |
|-----------------------------|-----|-----|---------|--------|
| M Commissioner D. J. Cody | ✓ | | | |
| Commissioner A. Di Chiara | | | | ✓ |
| S 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.

WAIVER OF PREVAILING WAGES FOR iPLASTER TO REPAIR/REPLACE STUCCO ON EXTERIOR OF ADMINISTRATIVE BUILDING

WHEREAS, the Lodi Housing Authority (LHA) solicited for the repair/patch/ replacement/painting of the front exterior wall of the Administrative Building; and

WHEREAS, the Executive Director, in consultation with the Deputy Executive Director, determined that failure to make the needed repairs/patching would compromise the integrity of that exterior wall by allowing water seepage and further damaging the existing stucco (drive-it system) causing a safety threat to those working and entering the Administrative Building; and

WHEREAS, the only responsive quote received from three (3) possible contractors notified was from iPlaster, 812 Midland Avenue, Oradell, NJ 07630 in the amount of \$9,100, provided contractor could not pay providing wage rate.

NOW, THEREFORE, BE IT RESOLVED, the Executive Director/Secretary Treasurer hereby further certifies **Funding Availability** to award this Professional Service Contract and the Board of Commissioners hereby approves this “Waiver of Prevailing Wages” specifically for the contract referenced herein.

NOW, THEREFORE, BE IT FURTHER RESOLVED, the Executive Director/Secretary Treasurer is hereby authorized to execute any and all related contract documents with iPlaster and related expenditures shall be charged to LHA’s PH Operating Funds (Reserves, CFP, etc.).

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, October 22, 2020



EXECUTIVE DIRECTOR/SECRETARY-TREASURER