

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 – January 21, 2021:** Motion: _____ Seconded: _____
Cody ___ Di Chiara ___ Lynch ___ Marra ___ Schrieks ___ Riley ___ De Nobile ___
- **Closed Meeting – January 21, 2021:** Motion: _____ Seconded: _____
Cody ___ Di Chiara ___ Lynch ___ Marra ___ Schrieks ___ Riley ___ De Nobile ___

COMMUNICATIONS:

1. Submission of 2020 Multiple Dwelling Report to State of NJ, Division of Civil Rights
2. Submission of LHA's Natural Gas Master Meter Certification to State of NJ
3. LHA's 2021 request to Valley (bank) for reimbursement of payroll costs up to \$2,000 – verbal agreement received
4. Re-Appointment of Commissioner Robert Riley, Jr. to 5-Year Term ending 02/19/2026 – Congratulations!

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 #20-17	Major Appliance Excess Utility Charges – Revised July 1, 2021
2. Resolution #20-18	Emergency Declaration/Authorization to Solicit Professional Services for the Design/Installation of DVP Domestic Hot Water Tank Replacement
3. Resolution #20-19	Declaration of Emergency by Gov Murphy on January 31, 2021 Snowstorm
4. Resolution #20-20	Revision to Employee Training/Continuing Education Policy (Steps 5, 6, & 7) as Related to Employee Salary Guide

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:

a. C. King (former S-8 Participant) – arrearages owed in the amount of \$1,681±

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 -- FEBRUARY 2021
PUBLIC HOUSING & SECTION 8**

DISBURSEMENT AS REFLECTED IN PAYROLL PERIOD

1/10/21 - 1/23/21 THRU 1/24/21 - 2/6/21

ARE HEREBY APPROVED

	CHECK PAYABLE TO	DATE	CHK #	EXPLANATION	AMOUNT
1	PSE&G	1/22/21	12949	Utilities	\$ 32,127.93
2	Frank Ciliberto	2/4/21	12950	Snow Removal Food Reimburs.	\$ 32.43
3	Frank Licata	2/4/21	12951	Snow Removal Food Reimburs.	\$ 91.00
4	U.S. Overall Cleaners	2/4/21	12952	Uniform Cleaning	\$ 260.00
5	Staples Credit Plan	2/4/21	12953	Office Supplies	\$ 500.77
6	Home Depot Credit Services	2/4/21	12954	Maintenance Supplies	\$ 554.97
7	Interstate Waste Services	2/4/21	12955	Trash Removal	\$ 872.07
8	Optimum	2/4/21	12956	TV, Phones, Internet	\$ 548.24
9	Purchase Power	2/4/21	3308	Stamps	\$ 420.99
10	NJ Division of Pensions and Benefits	2/11/21	Online	PH Active Employee	\$ 16,024.77
11	NJ Division of Pensions and Benefits	2/11/21	Online	S8 Active Employee	\$ 3,914.64
12	NJ Division of Pensions and Benefits	2/11/21	Online	PH Retired Employee	\$ 1,810.65
13	NJ Division of Pensions and Benefits	2/11/21	Online	S8 Retired Employee	\$ 2,172.78
14	Jersey Elevator	2/11/21	12957	Elevator Maintenance	\$ 166.92
15	Riccardi Brothers	2/11/21	12958	Paint Supplies	\$ 410.35
16	Noreika Service Station	2/11/21	12959	January 2021 Fuel	\$ 128.00
17	Verizon	2/11/21	12960	Phones	\$ 39.17
18	NJ Motor Vehicle Commisson	2/11/21	12961	Truck Registration	\$ 139.50
19	SGTS Maintenance, LLC	2/11/21	12962	January 2021 Office Cleaning	\$ 940.00
20	AMS Ties, Inc.	2/11/21	12963	PH Jan 21 Background Chks	\$ 25.00
21	Capital One	2/11/21	12964	Maintenance Supplies	\$ 3,925.49
22	MRI Software, LLC.	2/11/21	12965	1099 Module	\$ 333.33
23	United Rentals	2/11/21	12966	Machine Rental	\$ 502.86
24	Wallington Plumbing & Heating	2/11/21	12967	Maintenance Supplies	\$ 102.94
25	AMS Ties, Inc.	2/11/21	3309	S8 Jan 21 Background Chks	\$ 50.00
26	T-Mobile	2/11/21	3310	Cell Phones	\$ 154.53
27	Pitney Bowes	2/11/21	3311	Lease	\$ 514.26
28	NJAHRA	2/11/21	3312	Annual Membership Dues	\$ 175.00
29	Elizabeth Maddalena	2/11/21	1476	Security Deposit Refund	\$ 102.31
30	Orlando Sanchez	2/11/21	1477	Security Deposit Refund	\$ 100.00
31	Jean Dudasik	2/11/21	1478	Security Deposit Refund	\$ 150.01
32	Delta Dental of New Jersey	2/16/21	Online	PH Employee Dental	\$ 1,490.46
33	Delta Dental of New Jersey	2/16/21	Online	S8 Employee Dental	\$ 837.40
34	Wallace P. Nowosielecki	2/16/21	12968	PH Feb 21 Account. Retain.	\$ 1,166.66
35	North Jersey Media Group	2/16/21	12969	Public Notice	\$ 147.60
36	Verizon	2/16/21	12970	Phones	\$ 310.26
37	State of NJ-DCA	2/16/21	12971	State Elevator Inspection	\$ 258.00
38	Ricoh USA, Inc.	2/16/21	12972	Copy Lease & Ext. Ord.	\$ 682.31
39	CGI Federal, Inc.	2/16/21	3313	S8 Inspections	\$ 1,381.00
40	New Jersey NAHRO	2/16/21	3314	NAHRO Membership	\$ 175.00
41	Wallace P. Nowosielecki	2/16/21	3315	S8 Feb 21 Account. Retain.	\$ 1,166.67
42					
43					
44					
45					
46					

REPORT OF EXECUTIVE DIRECTOR:

1. Approximate total interest for FY 2020-2021 – **\$560.00±**

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 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. Public Bid Opening on 02/05/21 – 2nd Floor Office Renovations (COVID) – 9 bids received – awaiting analysis
4. Public Bid Advertisement – Massey Street Parking Lot Expansion – Pre-Bid Meeting (02/11/21) – Bid Opening scheduled for 02/24/21 – Plans/Specs submitted to BCCD
5. Re-scheduling of window replacement at DVP due to COVID restrictions – still pending
6. Temperature Scanner installed in Maintenance Department (COVID expenditure)
7. Reminder to All Residents to report income, appliances, etc.
8. Seasonal workers (snow) – to be discussed

February 25, 201
(Postponed from 02/18/21)

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

1. BCCD – final payment for CCTV Contract (\$62,000±) – still pending
2. DVP domestic hot water tank leak – PK Mechanical was contacted & made necessary repairs – to be discussed further
3. 2021 BCCD Funding Application submitted for boiler repairs/fire alarm systems
4. 2020 BCCD Approved Funding - \$100,000 – for S/C boilers – in “pipeline”
5. Received Endorsing Resolutions from Boro of Lodi for LHA’s 2021 BCCD Grant Applications

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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Motion: _____ **Seconded:** _____

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

CLOSED SESSION:

(This report IS NOT 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.

***Motion to End Regular Order of Business & Enter Closed Session**

Motion: _____ Seconded: _____

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

DISCUSSION:

- 1. **NEW AND/OR ONGOING:**
- 2. **ANY OTHER PENDING LITIGATION/LEGAL MATTERS:**
- 3. **PERSONNEL MATTERS:**

***Motion to End Closed Session & Return to Regular Order of Business**

Motion: _____ Seconded: _____

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