

**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 – October 21, 2021:** Motion: \_\_\_\_\_ Seconded: \_\_\_\_\_  
Cody \_\_\_ Di Chiara \_\_\_ Lynch \_\_\_ Marra \_\_\_ Schrieks \_\_\_ Riley \_\_\_ De Nobile \_\_\_
- **Closed Meeting – October 21, 2021:** Motion: \_\_\_\_\_ Seconded: \_\_\_\_\_  
Cody \_\_\_ Di Chiara \_\_\_ Lynch \_\_\_ Marra \_\_\_ Schrieks \_\_\_ Riley \_\_\_ De Nobile \_\_\_

**COMMUNICATIONS:**

1. NJDCA Approval of FYS 10/01/21 Operating Budgets
2. Request to BCCD for FY 2021-2022 Scope Change from Boiler Replacement to Fire Alarm/Call to Aid
3. Submission of FY 2022-2023 BCCD Grant Application for replacement of inoperable/unusable smoke alarm/call to aid system at S/C Complexes (\$328,000) – to be discussed

**REPORT OF ATTORNEY:**

**REPORT OF ACCOUNTANT:**

**REPORT OF SECURITY:**

**MONTHLY BILLS – PH & S-8:** November 2021

**REPORT OF EXECUTIVE DIRECTOR:**

**REPORT OF DEPUTY EXECUTIVE DIRECTOR/ADMIN. OF SECTION 8/HOUSING MANAGER:**

**RESOLUTIONS:** Refer to Resolution Page for List of Resolutions

**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:
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REPORT OF ACCOUNTANT:

1. NOTHING AT THIS TIME
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REPORT OF SECURITY:

1. NOTHING AT THIS TIME

**MONTHLY BILLS AGENDA -- NOVEMBER 2021**

**PUBLIC HOUSING & SECTION 8**

**DISBURSEMENT AS REFLECTED IN PAYROLL PERIOD**

**10/17/21 - 10/30/21 THRU 10/31/21 - 11/13/21**

**ARE HEREBY APPROVED**

	<b>CHECK PAYABLE TO</b>	<b>DATE</b>	<b>CHK #</b>	<b>EXPLANATION</b>	<b>AMOUNT</b>
1	PSE&G Co.	10/26/21	13333	September Utilities	\$ 23,175.02
2	Home Depot Credit Service	11/3/21	13334	Maintenance Supplies	\$ 2,778.33
3	Optimum	11/3/21	13335	Phones, TV, Internet	\$ 549.08
4	Verizon	11/3/21	13336	Phones	\$ 38.81
5	Purchase Power	11/3/21	3414	Stamps	\$ 420.99
6	CapitalOne	11/4/21	13337	Maintenance Supplies/Flood	\$ 11,481.38
7	Noreika Service Station	11/10/21	13338	Oct 2021 Fuel	\$ 361.75
8	Jersey Elevator	11/10/21	13339	Routine Maintenance	\$ 166.92
9	T-Mobile	11/10/21	13340	Cell Phones	\$ 205.77
10	Riccardi Brothers	11/10/21	13341	Paint Supplies	\$ 494.00
11	AMS Ties, Inc.	11/10/21	13342	PH Oct 21 Background Chks	\$ 12.50
12	Interstate Waste Services	11/10/21	13343	Trash Removal	\$ 872.07
13	AMS Ties, Inc.	11/10/21	3415	S8 Oct 21 Background Chks	\$ 150.00
14	Pitney Bowes	11/10/21	3416	Lease	\$ 514.26
15	Thelma Coleman	11/10/21	1495	Security Deposit Refund	\$ 100.00
16	Joan Biss	11/10/21	1496	Security Deposit Refund	\$ 100.00
17	Rose Gavasci	11/10/21	1497	Security Deposit Refund	\$ 100.00
18	NJ Division of Pensions and Benefits	11/12/21	Online	PH Active Employee	\$ 16,993.64
19	NJ Division of Pensions and Benefits	11/12/21	Online	S8 Active Employee	\$ 3,914.64
20	NJ Division of Pensions and Benefits	11/12/21	Online	PH Retired Employee	\$ 1,086.39
21	NJ Division of Pensions and Benefits	11/12/21	Online	S8 Retired Employee	\$ 2,897.04
22	RICOH USA Inc.	11/12/21	13344	Lease	\$ 348.72
23	HMI Technical Solutions, LLC	11/12/21	13345	Gas Meter System Repair	\$ 3,810.00
24	Neglia Engineering Associates	11/12/21	13346	Massey St Parking Lot	\$ 727.50
25	Nicole Ferrara	11/12/21	13347	FY 10/21-9/22 Eyecare Reimburs.	\$ 350.00
26	Garfield Lumber & Millworks, Inc.	11/12/21	13348	Maintenance Supplies	\$ 635.25
27	Brothers Marquart Painting	11/12/21	13349	Emergency - Hurricane Ida	\$ 12,727.50
28	Gloria DiPaolo	11/12/21	13350	Emergency - Hurricane Ida Hotel Reimburs.	\$ 200.00
29	Jon Penicaro	11/12/21	13351	Emergency - Hurricane Ida Hotel Reimburs.	\$ 200.00
30	SGTS Maintenance, LLC	11/12/21	13352	Oct 2021 Office Cleaning	\$ 470.00
31	Billy V's Unique Landscaping	11/12/21	13353	Landscaping	\$ 2,800.00
32	Maztek	11/12/21	13354	IT Managed Services	\$ 1,756.18
33	IDS Autoshred	11/12/21	13355	Emergency - Hurricane Ida	\$ 1,600.00
34	ADI	11/12/21	13356	Emergency - Hurricane Ida	\$ 479.70
35	Lodi Fire Prevention Bureau	11/12/21	13357	Registration Fees	\$ 755.00
36	RICOH USA Inc.	11/12/21	3417	Lease	\$ 348.71
37	SGTS Maintenance, LLC	11/12/21	3418	Oct 2021 Office Cleaning	\$ 470.00
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**REPORT OF EXECUTIVE DIRECTOR:**

1. Approximate total interest for November 2021 – **\$250.00±**

**2. CONTRACT REPORT:**

CONTRACT AWARDED TO:		CONTRACT FOR:
1.	Dorwin Manufacturing Co., Inc. 109 Midland Avenue Elmwood Park, NJ 07407	Repair/Install Various Fogged S/C Windows \$3,198.00±
2.	Jersey Elevator 657 Line Road Aberdeen, NJ 07747	Renewal of 1-Year Maintenance Contract \$2,069.00 annually
3.	Cammarota Landscaping, Inc. 77 Highland Street Lincoln Park, NJ 07035	Fall Clean-Up (leaves) at De Vries Park Family Complex & including enclosed area at end of Service Drive \$3,000.00
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 <b>DOES NOT REQUIRE BOARD APPROVAL</b> SINCE YEARLY CONTRACT AMOUNT IS WITHIN EXECUTIVE DIRECTOR'S THRESHOLD TO AWARD		

CONTRACT AWARDED TO:		CONTRACT FOR:
1.	Manning Bros. Flooring, LLC 3 East Fort Lee Road Bogota, NJ 07603	Emergency Contract Award – Authorized Under Res. #20-39 (damages incurred by Tropical Storm Ida) – Installation of LVT Flooring in 20 1 <sup>st</sup> Floor Dwelling Units at the Rennie Place S/C Complex \$52,452.40
2.	Brothers Marquart Painting & Remodeling 720 Eastview Terrace Township of Washington, NJ 07676	Emergency Contract Award – Authorized Under Res. #20-39 (damages incurred by Tropical Storm Ida) – Prep/Painting in 20 1 <sup>st</sup> Floor Dwelling Units at Rennie Place S/C Complex \$25,455.00
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 <b>DOES REQUIRE BOARD APPROVAL</b> SINCE YEARLY CONTRACT AMOUNT IS NOT WITHIN EXECUTIVE DIRECTOR'S THRESHOLD TO AWARD		

3. Tropical Storm Ida – 1<sup>st</sup> request for FEMA payment – to be discussed
4. S/C Boiler Repairs – to be discussed
5. Massey Street Parking Lot Expansion and re-surfacing/re-stripping – refer to Board Resolution
6. Civil Service Notice pertaining to **not** allowing carryover of accrued vacation (only for 2021) – this supports LHA Resolution #20-33 – to be discussed
7. **Motion to Approve Reimbursement for Lodging/Food due to Tropical Storm Ida for:**
  - a. Jon "Doug" Penicaro (Rennie #17) – \$200.00
  - b. Gloria Di Paolo (Massey #13) – \$200.00
  - c. Denis Gray (Rennie #19) – no bill submitted to date

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

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



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

1. Dept. of HUD increases Section 8 Admin Fees for CY 2021 from 82% to 84% - to be explained
2. S/C boiler repairs/restoration
3. 2<sup>nd</sup> Floor Office Renovations – substantially completed – Change Order #1 pending
4. Massey Street Parking Lot Expansion – completed & waiting for Contractor's Close Out Documents – request to BCCD for payment
5. Rennie Place 1<sup>st</sup> floor dwelling units & hallways being painted (Tropical Storm Ida) – Refer to photos
6. Rennie Place 1<sup>st</sup> floor dwelling units – non-skid flooring being installed (Tropical Storm Ida) – photos to follow

**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 #21-04	Approval of Board Meeting Dates for CY 2022
2. Resolution #21-05	Designation of Fund Commissioner for NJPHA JIF for Fund Year 2021
3. Resolution #21-	
4. Resolution #21	
5. Resolution #21-	
6. Resolution #21-	

**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 \_\_\_