

**MINUTES OF THE REGULAR MEETING OF LODI
HOUSING AUTHORITY, 50 BROOKSIDE AVENUE,
LODI, NEW JERSEY AT 7:00 PM ON THURSDAY,
NOVEMBER 18, 2021**

Call to Order: Chairman Steven De Nobile 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 De Nobile also stated the following, "This meeting has been publicly advertised in compliance with the Open Public Meeting Act."

Roll Call: In addition to Chairman De Nobile, the meeting was attended by Vice Chairman Robert Riley and Commissioners Daniel J. Cody, Albert Di Chiara, Paul V. Lynch and Robert Marra. Commissioner Marc N. Schrieks was absent.

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 were also present.

Bids: None

Approval of Minutes:

**Motion was made by Commissioner Cody and Seconded by Commissioner Di Chiara
to approve the Minutes of the Regular Meeting held on October 21, 2021.
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 was made by Commissioner Cody and Seconded by Vice Chairman Riley to approve
the Minutes of the Closed Session of the Regular Meeting held on October 21, 2021.
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. 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 Pull Stations
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)

MINUTES OF REGULAR MEETING – NOVEMBER 18, 2021 (cont'd)

Report of Attorney:

1. **New:** Executive Director's email request for clarification of rent evictions prior to and after September 2021 (COVID Moratorium)
2. **Updates:**
3. **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

Bills Agenda:

Motion to Approve the **November 2021 Bills Agenda** was made by
Commissioner Di Chiara and Seconded by Commissioner Cody.
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 FYS 10/01/2021 – **\$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
4.	Brothers Marquart Painting & Remodeling 720 Eastview Terrace Township of Washington, NJ 07676	Tropical Storm Ida – Spackle/Paint 20 Hallways at the Massey Street S/C Complex \$4,700.00
5.	AVS Technology 140J Commerce Way Totowa, NJ 07512	Tropical Storm Ida – Repair/Replace Damaged Cables/Converts for Security Cameras at the Massey Street S/C Complex \$3,624.50
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		

MINUTES OF REGULAR MEETING – NOVEMBER 18, 2021 (cont'd)

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 st 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 st 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 DOES REQUIRE BOARD APPROVAL SINCE YEARLY CONTRACT AMOUNT IS NOT WITHIN EXECUTIVE DIRECTOR’S THRESHOLD TO AWARD		

*** Motion to Approve the above-referenced Contracts was made by Commissioner Di Chiara and Seconded by Commissioner Lynch.
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

3. Update on Tropical Storm Ida – 1st request for FEMA payment submitted & were received for North Main & Massey
4. S/C Boiler Repairs – negotiations completed – refer to Resolution #21-06
5. Massey Street Parking Lot Expansion & re-surfacing/re-striping was completed – refer to Deputy Executive Director’s Report
6. Civil Service Notice pertaining to not allowing carryover of accrued vacation (only for 2021) – supports LHA Resolution #20-33
7. 2022 PHA Plan Schedule
8. Lodi Shop-Rite donated 60 gift cards for Thanksgiving which were distributed
9. Motion was made by Commissioner Di Chiara and Seconded by Commissioner Cody to Approve Reimbursement, \$100 per night, (2-night Max) for Lodging/Food due to Tropical Storm Ida for Jon Penicaro (Rennie #17) - \$200; Gloria DiPaolo (Massey #13) - \$200; and Denis Gray (Rennie #19) – no bill submitted to date. 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

MINUTES OF REGULAR MEETING – NOVEMBER 18, 2021 (cont'd)

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%
2. S/C Boiler Repairs/Restoration – refer to Board Resolution
3. 2nd Floor Office Renovations – substantially completed – Change Order #1 pending
4. Massey Street Parking Lot Expansion –completed & waiting for Contractor's Close-Out Documents – payment request sent to Bergen County (BCCD)
5. Rennie Place 1st floor dwelling units & hallways being painted (Tropical Storm Ida)
6. Rennie Place 1st floor dwelling units – non-skid flooring being installed (Tropical Storm Ida)

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 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 Di Chiara Commissioner Lynch Commissioner Marra Vice Chairman Riley Chairman De Nobile	NONE	NONE	Commissioner Schrieke

1. Resolution #21-04	Approval of CY 2022 Board Meeting Dates
2. Resolution #21-05	Designation of Fund Commissioner for NJPHA JIF for Fund Year 2021
3. Resolution #21-06	Negotiated Boiler Repair Contract Awarded to A&A Industrial Piping, Inc. - \$79,500.
4. Resolution #21--07	Authorization for Project Scope Change of LHA's FY 2021-2022 BCCD Grant of \$120,000 from S/C Boilers to S/C Fire Alarms/Call to Aid Pull Stations

Report of Commissioner: Chairman De Nobile will not be attending the December Meeting and wished everyone present a Happy Thanksgiving.

Unfinished Business: None

Old Business: None

New Business: None

Good & Welfare: None

Hearing of Citizens: None in Attendance

MINUTES OF REGULAR MEETING – NOVEMBER 18, 2021 (cont'd)

Closed Session:

Motion to End Regular Order of Business and go into Closed Session 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 End Closed Session and return to Regular Order of Business was made by Commissioner Di Chiara and Seconded by Commissioner Marra.

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


Adjournment:

Motion to Adjourn was made by Commissioner Di Chiara and Seconded by Commissioner Marra. 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 7:35 PM and Chairman De Nobile declared the Regular Meeting closed.


THOMAS DeSOMMA
Executive Director/Secretary Treasurer


STEVEN De NOBILE, Chairman or
ROBERT RILEY, JR., Vice Chairman

Transcribed/Typed by:


CAROL A. FERRARA
Housing Manager/Recording Secretary

RESOLUTION NO. 21-04

Governing Body Recorded Vote – Members:

Board Members	Aye	Nay	Abstain	Absent
Commissioner D. J. Cody	<input checked="" type="checkbox"/>			
Commissioner A. Di Chiara	<input checked="" type="checkbox"/>			
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. O'LEARY, ESQ.

APPROVAL OF BOARD MEETING DATES FOR CY 2022

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 20, 2022	THURSDAY	7:00 P.M.
FEBRUARY 17, 2022	THURSDAY	7:00 P.M.
MARCH 17, 2022	THURSDAY	7:00 P.M.
APRIL 21, 2022	THURSDAY	7:00 P.M.
MAY 26, 2022 ANNUAL REORGANIZATION MEETING (REGULAR MEETING TO FOLLOW)	THURSDAY	7:00 P.M.
JUNE 16, 2022	THURSDAY	7:00 P.M.
JULY 21, 2022	THURSDAY	7:00 P.M.
AUGUST 18, 2022	THURSDAY	7:00 P.M.
SEPTEMBER 15, 2022	THURSDAY	7:00 P.M.
OCTOBER 20, 2022	THURSDAY	7:00 P.M.
NOVEMBER 17, 2022	THURSDAY	7:00 P.M.
DECEMBER 15, 2022	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 November 18, 2021

EXECUTIVE DIRECTOR/SECRETARY-TREASURER

RESOLUTION NO. 21-05

Governing Body Recorded Vote – Members:

	Board Members	Aye	Nay	Abstain	Absent
r/	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.

**DESIGNATION OF FUND COMMISSIONER FOR THE
NJ PUBLIC HOUSING AUTHORITY JOINT INSURANCE FUND
(NJPHA JIF) FOR FUND YEAR 2022**

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 2022.

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 18, 2021


EXECUTIVE DIRECTOR/SECRETARY-TREASURER

RESOLUTION NO. 21-06

Governing Body Recorded Vote – Members:

Board Members	Aye	Nay	Abstain	Absent
Commissioner D. J. Cody	<input checked="" type="checkbox"/>			
Commissioner A. Di Chiara	<input checked="" type="checkbox"/>			
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.

**NEGOTIATED BOILER REPAIR CONTRACT AWARD TO
A&A INDUSTRIAL PIPING, INC. FOR REPAIRS/RESTORATION OF
BOILER EQUIPMENT (MASSEY/NORTH MAIN/De VRIES PARK)
IN THE AMOUNT OF \$79,500.00**

WHEREAS, the Board of Commissioners (Board) of Lodi Housing Authority (LHA), under Resolution #20-43, previously authorized said negotiations between LHA's design/inspection professional Coppa Montalbano Architects (CMA) and A&A Industrial Piping, Inc., 6 Gardner Road, Fairfield, NJ 07004 (referenced above); and

WHEREAS, said negotiations were conducted on or about 10/31/21 and resulted in CMA's recommendation to award A&A Industrial Piping said work in the amount of \$79,500.00, consisting of Base Bid of \$48,000.00 plus Alternate #2 of \$17,800.00 and Alternate #3 of \$13,700.00 (correspondence attached); and

WHEREAS, the Executive Director/Secretary Treasurer further certifies said funding for the related scope of work, referenced herein, has been authorized via FY 2020-2021 BCCD Grant and further certifies **Funding Availability** to award said contract; and

WHEREAS, LHA's Counsel Conrad M. Olear, Esq. has reviewed CMA's recommendation to award contract to be in compliance with NJ Public Bidding Statutory Requirements.

NOW, THEREFORE, BE IT RESOLVED, LHA's Board hereby authorizes said Contract Award to A&A Industrial Piping, Inc., referenced herein, as recommended by CMA and reviewed by LHA Counsel.

NOW, THEREFORE, BE IT FURTHER RESOLVED, as authorized by this Resolution #21-06, the Executive Director is further authorized to execute any and all necessary contract documents.

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 18, 2021

Thomas DeLeon
EXECUTIVE DIRECTOR/SECRETARY-TREASURER

RESOLUTION NO. 21-07

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.

**AUTHORIZATION FOR PROJECT SCOPE CHANGE OF
LODI HOUSING AUTHORITY'S FY 2021-2022 BCCD GRANT OF
\$120,000.00 (FROM SENIOR CITIZEN BOILERS TO SENIOR CITIZEN
FIRE ALARMS/CALL TO AID PULL STATIONS)**

WHEREAS, on or about September 1, 2021, Tropical Storm Ida caused extensive flooding at Lodi Housing Authority (LHA's) three (3) Senior Citizen Complexes (Massey Street/Rennie Place, North Main Street), which included all basements/crawlspaces (3 Complexes) and all 1st floor dwelling units at the Rennie Place S/C Complex; and

WHEREAS, flooding has affected the S/C fire alarms/call to aid pull stations by rendering these systems/components (wiring, panels, modules, transformers, relays, etc.) inoperable, requiring repairs/replacements of said fire alarms/call to aid pull stations at all LHA S/C Complexes (referenced herein); and

WHEREAS, LHA's estimated cost of repairs is approximately \$280,000 to \$300,000; and

WHEREAS, the Project Scope Change funding would be designated for Repair/Replacement of Fire Alarms/Call to Aid Pull Stations located at all three (3) LHA Senior Citizen Complexes; and

WHEREAS, the Board of Commissioners (Board) deems it is in the best interest of LHA and its S/C Residents to request this **Project Scope Change**.

NOW, THEREFORE, BE IT RESOLVED, the Board hereby authorizes this **Project Scope Change** as referenced herein.

NOW, THEREFORE, BE IT FURTHER RESOLVED, the Executive Director is authorized to execute and forward this Authorizing Resolution (and all related documents) for Project Scope Change

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 18, 2021

[Signature]
EXECUTIVE DIRECTOR/SECRETARY-TREASURER