

**MINUTES OF THE REGULAR MEETING OF LODI HOUSING AUTHORITY, 50 BROOKSIDE AVENUE, LODI, NEW JERSEY AT 7:00 PM ON THURSDAY, FEBRUARY 17, 2022**

**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, and 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 Riley and Commissioners Daniel J. Cody, Albert Di Chiara, Paul V. Lynch and Robert Marra.

Lodi Housing Authority Attorney Conrad M. Olear, Esq., Executive Director/Secretary Treasurer Thomas DeSomma, and Deputy Executive Director Gary Luna. Housing Manager/Recording Secretary Carol A. Ferrara was absent.

**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 January 20, 2022. 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	NONE

**Motion was made by Commissioner Cody and Seconded by Commissioner Di Chiara to approve the Minutes of the Closed Session of the Regular Meeting held on January 20, 2022. 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	NONE

**Communications:**

1. FYE 09/30/20 IPA (Single Audit) was submitted to REAC & Federal Clearinghouse – received HUD's Conditional Acceptance
2. Submission of 2021 Multiple Dwelling Reports (all complexes) to State of NJ Division of Civil Rights
3. Englewood Housing Authority's displaced seniors due to Hurricane Ida (9/2021) – possible transfer to LHA

**MINUTES OF REGULAR MEETING – FEBRUARY 17, 2022 (cont'd)**

**Report of Attorney:**

1. **New:**
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 February 2022 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 Di Chiara Commissioner Lynch Commissioner Marra Vice Chairman Riley Chairman De Nobile	NONE	NONE	NONE

**Report of Executive Director:**

1. **CONTRACT REPORT:**

CONTRACT AWARDED TO:		CONTRACT 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 NOT REQUIRE BOARD APPROVAL SINCE YEARLY CONTRACT AMOUNT IS WITHIN EXECUTIVE DIRECTOR'S THRESHOLD TO AWARD		

CONTRACT AWARDED TO:		CONTRACT 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		

2. A&E Services for repair/replacement of fire alarm/call to aid system at all S/C Complexes – refer to Resolution #21-16



**MINUTES OF REGULAR MEETING – FEBRUARY 17, 2022 (cont'd)**

- FEMA insurance coverage payment received to date is \$389,137.95 – LHA is preparing its 3<sup>rd</sup> payment request – Final Report by FEMA Adjuster indicates NOT accepting LHA's 2<sup>nd</sup> payment request – Subsequently, Executive Director & Deputy Executive Director interviewed professional FEMA adjuster (to be explained) – Also, refer to 02/11/22 email in which LHA is requesting meeting pertaining to FEMA's request for a more detailed break down of labor costs.

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

- DVP S/C boiler repairs/restoration – also, underground pipe repair at Massey Street/Rennie Place boiler room – great job by Maintenance Superintendent Frank Ciliberto
- 2<sup>nd</sup> Floor Office Renovations – substantially completed – Change Orders pending
- Update on progress in the Rennie Place 1<sup>st</sup> floor dwelling units due to flooding by 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 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	NONE

1. Resolution #21-15	Budget Revision #1 – FYE 09/30/22 PH & S8 Operating Budgets
2. Resolution #21-16	Award of Professional Service Contract to LSEA Corporation, Montville, NJ for Repairs/Replacement of Fire Alarm/Call to Aid Pull Stations at all S/C Complexes
3. Resolution #21-17	Change Orders #1 & #2 – K&B Contractors – 2 <sup>nd</sup> Floor Office Renovations – Funded by S-8 Cares Act
4. Resolution #21--	

**Report of Commissioner:**

**Unfinished Business:** None

**Old Business:** None

**New Business:** None

**Good & Welfare:** None

**Hearing of Citizens:** None in Attendance

**MINUTES OF REGULAR MEETING – FEBRUARY 17, 2022 (cont'd)**

**Closed Session:**

**Motion to End Regular Order of Business and go into Closed Session 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	NONE

**Motion to End Closed Session and return to Regular Order of Business 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	NONE

**Adjournment:**

**Motion to Adjourn 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	NONE

Meeting was Adjourned at 7:45 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

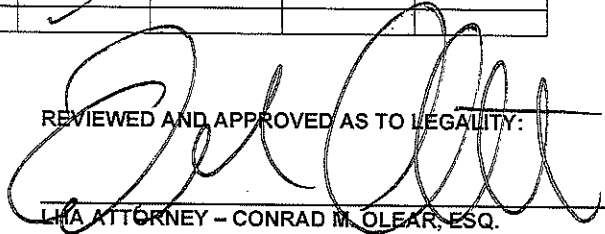
# RESOLUTION NO. 21-15

Governing Body Recorded Vote – Members:

Board Members	Ays	Nay	Abstain	Absent
Commissioner D. J. Cody	✓			
Commissioner A. Di Chiara	✓			
Commissioner P. V. Lynch	✓			
Commissioner R. Marra	✓			
Vice Chairman R. Riley, Jr.	✓			
Chairman S. De Nobile	✓			

Approved  Denied

REVIEWED AND APPROVED AS TO LEGALITY:



LHA ATTORNEY – CONRAD M. OLEAR, ESQ.

## BUDGET REVISION #1 – PUBLIC HOUSING & SECTION 8 OPERATING BUDGET – FYE 09/30/22

**WHEREAS**, the FYE 09/30/22 Public Housing & Section 8 Operating Budgets of Lodi Housing Authority (LHA) were previously adopted/approved by Board Resolution (#20-47 & #21-09) on 09/30/21 and 12/21/21, respectively; and

**WHEREAS**, recent and unforeseen Income and Expenses will impact LHA's FYE 09/30/22 Public Housing & Section 8 Operating Budgets; and

**WHEREAS**, the US Department of Housing and Urban Development (HUD) recommends a Budget Revision be processed explaining such changes to Income and Expenses; and

**WHEREAS**, these unforeseen income and projected expenses will impact LHA's FYE 09/30/22 Operation Budgets due to **Hurricane Ida**, ongoing COVID Pandemic/omicron, increase in SHBP costs, adjustments to Maintenance salaries, etc. (as directed in the attached synopsis).

**NOW, THEREFORE, BE IT RESOLVED**, due to unforeseen expenses/income referenced herein affecting the Public Housing and/or Section 8 Accounts (#3690, #4410, #4430, #4540, #4610, #7520, #7540) is hereby approved (refer to attached summary).

**NOW, THEREFORE, BE IT FURTHER RESOLVED**, LHA's Executive Director/ Secretary Treasurer is further authorized to implement all changes reflected in Revision #1 and process any and all required changes and notices to HUD and the NJ Division of Local Government Services, as may be required.

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 February 17 2022



EXECUTIVE DIRECTOR/SECRETARY-TREASURER



**RESOLUTION NO. 21-16**

Governing Body Recorded Vote – Members:

	Board Members	Aye	Nay	Abstain	Absent
M	Commissioner D. J. Cody	✓			
S	Commissioner A. Di Chiara	✓			
	Commissioner P. V. Lynch	✓			
	Commissioner R. Marra	✓			
	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 A&E CONTRACT TO LSEA CORPORATION, MONVILLE, NJ IN THE AMOUNT OF \$45,600 FOR DESIGN/INSPECTION PROFESSIONAL SERVICES OF FIRE ALARMS/CALL TO AID PULL STATIONS AT LHA'S 3 S/C COMPLEXES**

**WHEREAS**, the Board of Commissioners (Board) of Lodi Housing Authority (LHA) previously passed Resolution #20-40 (09/30/21) indicating a Federal Disaster due to Hurricane Ida applicable to all its Public Housing and Senior Citizen residents identifying LHA's three (3) S/C Complexes located at 15 Massey Street/20 Rennie Place/375 North Main Street; and

**WHEREAS**, Hurricane Ida's flooding has and continues to affect the operations of LHA's fire alarm/call to aid pull stations which directly impacts the safety of all its S/C residents at all three (3) S/C Complexes; and

**WHEREAS**, Board Resolution #20-40 also pre-approved its Executive Director to retain professional services to repair those areas affected by Hurricane Ida; and

**WHEREAS**, LHA publicly advertised (01/24/22 & 01/31/22) its request for professional services quotes related to the fire alarm/call to aid system referenced herein; and

**WHEREAS**, upon a compliance review of RFQs received by Executive Director, Deputy Executive Director, and LHA Counsel; 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**, as Executive Director/Secretary Treasurer, I recommend that LSEA Corporation of Montville, NJ be awarded the Professional Service Contract (for services referenced herein) in the amount of \$45,600±; and

**WHEREAS**, the Executive Director/Secretary Treasurer hereby certifies **Funding Availability** to award this Professional Service Contract.

**NOW, THEREFORE, BE IT RESOLVED**, the Executive Director is hereby authorized to utilize any and all available Public Housing Operating/Administrative Reserves, including but not limited to any and all Capital Fund Program funds available including its Capital Fund Program funding and all related expenditures be classified as "Emergency Expenditures."

**NOW, THEREFORE, BE IT FURTHER RESOLVED**, the Board of Commissioners hereby authorizes its Executive Director to execute any and all contracts, including but not limited to, fire alarm/call to aid, etc. as deemed necessary to ensure the health, safety and welfare of all LHA Residents.

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 February 17, 2022*  
  
 EXECUTIVE DIRECTOR/SECRETARY-TREASURER

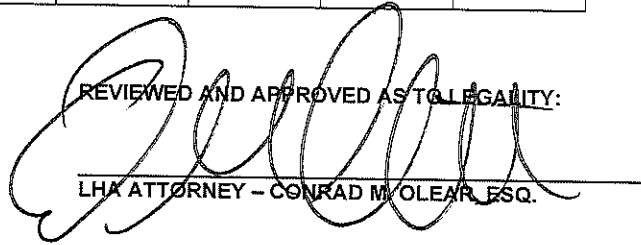
**RESOLUTION NO. 21-17**

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	✓			
Vice Chairman R. Riley, Jr.	✓			
Chairman S. De Nobile	✓			

Approved  Denied

REVIEWED AND APPROVED AS TO LEGALITY:



LHA ATTORNEY – CONRAD M. OLEAR, ESQ.

**CHANGE ORDERS #1 & #2 – K&B CONTRACTORS  
2<sup>ND</sup> FLOOR OFFICE RENOVATIONS – FUNDED BY S-8 CARES ACT**

**WHEREAS**, the Board of Commissioners (Board) of Lodi Housing Authority (LHA) previously awarded K&B Contractors a contract for the 2<sup>nd</sup> Floor Office Renovations (as referenced above) via Resolution #20-22; and

**WHEREAS**, LHA's Design & Inspection Engineer recommends Change Orders #1 & #2 (see attached) as referenced below; and

**WHEREAS**, LHA's Counsel, Conrad M. Olear, Esq., has reviewed related documents, all of which are in compliance with NJSA Public Bidding requirements below the 20% threshold; and

**WHEREAS**, LHA's Executive Director certifies the Funding Availability to award Change Orders #1 & #2.

**NOW, THEREFORE, BE IT RESOLVED**, the Board hereby approves Change Orders #1 & #2 as follows:

\$89,500.00	Original Contract Award
4,000.00	Change Order #1
<u>n/a</u>	Change Order #2 (Time Extension Only)*
\$85,500.00	Contract Grand Total

\*Time Extension is for 122 days with completion date of 11/29/21 (A&E Certified Date of Substantial Completion).

**NOW, THEREFORE, BE IT FURTHER RESOLVED**, the Executive Director/ Secretary Treasurer is hereby authorized to execute any and all Contract Documents pertaining to Change Orders #1 & #2.

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 February 17, 2022



EXECUTIVE DIRECTOR/SECRETARY-TREASURER