

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 ___ De Nobile ___ Di Chiara ___ Lynch ___ Marra ___ Riley ___
Executive Director ___ Attorney ___ Deputy Executive Director ___ Recording Secretary ___

BIDS: None

APPROVAL OF MINUTES:

- **Regular Meeting – April 27, 2023:** Motion: _____ Seconded: _____
Cody ___ De Nobile ___ Di Chiara ___ Lynch ___ Marra ___ Riley ___
- **Closed Meeting – April 27, 2023:** Motion: _____ Seconded: _____
Cody ___ De Nobile ___ Di Chiara ___ Lynch ___ Marra ___ Riley ___

COMMUNICATIONS:

1. Re-Appointment of Commissioner Paul V. Lynch to 5-Year Term 06/11/23-06/10/28 – **CONGRATULATIONS!**
2. PIC Monthly Report – PH @99.54% and S8 @98.23%
3. Dept. of HUD – Notice of Satisfaction (Re-Payment) of \$2,649 Cares Act Funds paid back to HUD

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: 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: 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 ___ De Nobile ___ Di Chiara ___ Lynch ___ Marra ___ Riley ___

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:**
-

REPORT OF ACCOUNTANT:

1. NOTHING AT THIS TIME
-

REPORT OF SECURITY:

1. NOTHING AT THIS TIME

MONTHLY BILLS AGENDA -- MAY 2023

PUBLIC HOUSING & SECTION 8

DISBURSEMENT AS REFLECTED IN PAYROLL PERIOD

4/2/23 - 4/15/23 THRU 4/16/23 - 4/29/23

ARE HEREBY APPROVED

| | CHECK PAYABLE TO | DATE | CHK # | EXPLANATION | AMOUNT |
|----|--------------------------------------|---------|--------|---------------------------|--------------|
| 1 | PSE&G Co. | 4/27/23 | 14013 | Utilities | \$ 23,467.00 |
| 2 | Verizon | 5/2/23 | 14014 | Phones | \$ 40.86 |
| 3 | Home Depot Credit Service | 5/2/23 | 14015 | Maintenance Supplies | \$ 1,329.61 |
| 4 | Capital One | 5/2/23 | 14016 | Supplies & Stock | \$ 7,921.21 |
| 5 | T-Mobile | 5/5/23 | 14017 | Cell Phones | \$ 181.06 |
| 6 | Delta Dental of New Jersey | 5/11/23 | Online | PH Employee Dental | \$ 1,833.27 |
| 7 | Delta Dental of New Jersey | 5/11/23 | Online | S8 Employee Dental | \$ 877.32 |
| 8 | NJ Division of Pensions and Benefits | 5/12/23 | Online | PH Active Employee | \$ 23,042.22 |
| 9 | NJ Division of Pensions and Benefits | 5/12/23 | Online | S8 Active Employee | \$ 4,816.44 |
| 10 | NJ Division of Pensions and Benefits | 5/12/23 | Online | PH Retired Employee | \$ 1,537.52 |
| 11 | NJ Division of Pensions and Benefits | 5/12/23 | Online | S8 Retired Employee | \$ 3,075.04 |
| 12 | Optimum | 5/17/23 | 14018 | TV, Phones, Internet | \$ 599.15 |
| 13 | LS Engineering Associates | 5/22/23 | 14019 | A&E Service | \$ 1,870.00 |
| 14 | Buggin Out, LLC | 5/22/23 | 14020 | Exterminating Services | \$ 935.00 |
| 15 | Pitney Bowes | 5/22/23 | 14021 | PH Lease | \$ 238.37 |
| 16 | RICOH USA, Inc. | 5/22/23 | 14022 | PH Lease | \$ 287.14 |
| 17 | Passaic Valley Water Commission | 5/22/23 | 14023 | Water | \$ 4,857.54 |
| 18 | Verizon | 5/22/23 | 14024 | Phones | \$ 333.54 |
| 19 | Wallace P. Nowosielecki | 5/22/23 | 14025 | PH Accounting Services | \$ 1,333.33 |
| 20 | AMS Ties, Inc. | 5/22/23 | 14026 | PH Background Checks | \$ 37.50 |
| 21 | Jersey Elevator | 5/22/23 | 14027 | Elevator Services | \$ 179.31 |
| 22 | Swift Electrical Supply Company | 5/22/23 | 14028 | Maintenance Supplies | \$ 31.60 |
| 23 | Maztek IT | 5/22/23 | 14029 | PH Managed Services | \$ 891.55 |
| 24 | SGTS Maintenance, LLC | 5/22/23 | 14030 | PH Office Cleaning | \$ 495.00 |
| 25 | Rob's Automotive | 5/22/23 | 14031 | Mower & Weedwacker Repair | \$ 386.86 |
| 26 | Wallington Plumbing & Heating | 5/22/23 | 14032 | Maintenance Supplies | \$ 1,380.40 |
| 27 | SGTS Maintenance, LLC | 5/22/23 | 3612 | S8 Office Cleaning | \$ 495.00 |
| 28 | Ready Refresh | 5/22/23 | 3613 | Water | \$ 118.53 |
| 29 | AMS Ties, Inc. | 5/22/23 | 3614 | S8 Background Checks | \$ 50.00 |
| 30 | Wallace P. Nowosielecki | 5/22/23 | 3615 | S8 Accounting Services | \$ 1,333.33 |
| 31 | Pitney Bowes | 5/22/23 | 3616 | S8 Lease | \$ 238.36 |
| 32 | RICOH USA, Inc. | 5/22/23 | 3617 | S8 Lease | \$ 287.13 |
| 33 | Maztek IT | 5/22/23 | 3618 | S8 Managed Services | \$ 891.55 |
| 34 | | | | | |
| 35 | | | | | |
| 36 | | | | | |
| 37 | | | | | |
| 38 | | | | | |
| 39 | | | | | |
| 40 | | | | | |
| 41 | | | | | |
| 42 | | | | | |
| 43 | | | | | |
| 44 | | | | | |
| 45 | | | | | |

REPORT OF EXECUTIVE DIRECTOR:

1. **CONTRACT REPORT:** All Contracts listed below are 2nd RFQ responses

| AWARDED TO: | | FOR: |
|--|---|---|
| A. | MPM Plumbing 233 Church Street Lodi, NJ 07644 201-561-4777 | Removal of Tub & Installation of Fiberglass Tub/Shower Enclosure at Massey S/C Complex (Apt. #27) - \$9,500.00 |
| B. | William Vanlderstine 77 Washington Street Lodi, NJ 07644 | RegROUT/RecAULK Tubs/Showers – Various Apartments at all Complexes \$90.00 per hour (2 workers) |
| 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 | | |

| AWARDED TO: | | FOR: |
|--|--|------|
| A. | | |
| B. | | |
| 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(S) LISTED ABOVE DOES/DO REQUIRE BOARD APPROVAL SINCE YEARLY CONTRACT AMOUNT IS NOT WITHIN EXECUTIVE DIRECTOR’S THRESHOLD TO AWARD | | |

MOTION NEEDED TO APPROVE ABOVE-REFERENCED CONTRACT:

Motion: _____ Seconded: _____

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

- REAC PHAS Score (Physical Inspection) – 89% designating LHA as **Standard** Performer – LHA has submitted its Appeal to HUD – awaiting HUD’s response
- Section 8 SEMAP Score 89% designating Section 8 as Standard Performer – under appeal – waiting for HUD’s response
- Public Advertisement of Fee Accountant/Fee Attorney Contract Awards
- PH/S8 2023 Income Limits/SAFMRs/PH Ceiling Rents
- FYE 09/30/24 PH/S8 Operating Budgets will be forwarded prior to June Board Meeting for Board’s consideration to adopt at the June Board meeting
- Executive Director recommends re-scheduling the June 15th Meeting to either 06/22/23 or 06/29/23*

*Motion needed to re-schedule 06/15/23 meeting to _____

Motion: _____ Seconded: _____

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

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

1. USA Security Services, Inc. – 05/15/23 – started installation of Fire Alarm/Call-to-Aid Systems at Rennie/Massey – Executive Director has hired Louis Nicarus @\$25.00 per hour to accompany contractor in/out of units during installation instead of using Maintenance FT/Seasonal workers (needed for cyclical work)
2. Regrouting/recaulking of several DVP tub/shower areas
3. MPM Plumbing completed removal of tub/tile at Massey #27 and installation of new fiberglass shower stall/unit
4. Montana Construction completed repair of underground drainage pipe at Rennie Place

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 #22-25 | Re-Adoption of Lodi Housing Authority By-Laws |
| 2. Resolution #22-26 | Independent Public Audit (IPA) Contract Award – FYE 09/30/23 - \$8,400.00 |
| 3. Resolution #22- | |
| 4. Resolution #22- | |

Motion: _____ **Seconded:** _____

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

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

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