

MINUTES OF THE REGULAR MEETING OF LODI HOUSING AUTHORITY, 50 BROOKSIDE AVENUE, LODI, NEW JERSEY AT 7:00 PM ON THURSDAY, SEPTEMBER 28, 2023

Call to Order: Since Chairman Robert Riley, Jr. was not able to attend the meeting, Vice Chairman Robert Marra called the Regular Meeting to Order at 7:00 PM.

Pledge of Allegiance: Vice Chairman Marra requested everyone stand for the Pledge of Allegiance, and after the Pledge, the Vice 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." The Chairman also stated the following, "This meeting has been publicly advertised in compliance with the Open Public Meeting Act."

Roll Call: In addition to Vice Chairman Marra, the meeting was attended by Commissioners Daniel J. Cody, Steven De Nobile, Albert Di Chiara, and Paul V. Lynch. As stated above, Chairman Robert Riley, Jr. was absent.

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

Bids: None

Approval of Minutes:

Motion was made by Commissioner Lynch and Seconded by Commissioner Cody to approve the Minutes of the Regular Meeting held on June 29, 2023.

Upon Roll Call, the Board voted as follows:

AYES	NAYS	ABSTAINED	ABSENT
Commissioner Cody Commissioner De Nobile Commissioner Di Chiara Commissioner Lynch Vice Chairman Marra	NONE	NONE	Chairman Robert Riley, Jr.

Motion was made by Commissioner Cody and Seconded by Commissioner Di Chiara to approve the Minutes of the Closed Session of the Meeting held on June 29, 2023.

Upon Roll Call, the Board voted as follows:

AYES	NAYS	ABSTAINED	ABSENT
Commissioner Cody Commissioner De Nobile Commissioner Di Chiara Commissioner Lynch Vice Chairman Marra	NONE	NONE	Chairman Robert Riley, Jr.

Motion was made by Commissioner Cody and Seconded by Commissioner Di Chiara to approve the Minutes of the Special Closed Session Meeting held on August 2, 2023.

Upon Roll Call, the Board voted as follows:

AYES	NAYS	ABSTAINED	ABSENT
Commissioner Cody Commissioner De Nobile Commissioner Di Chiara Commissioner Lynch Vice Chairman Marra	NONE	NONE	Chairman Robert Riley, Jr.

MINUTES OF REGULAR MEETING – SEPTEMBER 28, 2023 (cont'd)

Communications:

1. BCCD 2023-2024 Grant Approval of \$123,746 for Replacement of DVP Domestic Hot Water Tank
2. New Mandatory GovConnect Enrollment – Board must designate at least 1 Commissioner to be enrolled in GovConnect (usually Chairman)

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 July 2023 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 De Nobile Commissioner Di Chiara Commissioner Lynch Vice Chairman Marra	NONE	NONE	Chairman Robert Riley, Jr.

Motion to Approve the August 2023 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 De Nobile Commissioner Di Chiara Commissioner Lynch Vice Chairman Marra	NONE	NONE	Chairman Robert Riley, Jr.

Motion to Approve the September 2023 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 De Nobile Commissioner Di Chiara Commissioner Lynch Vice Chairman Marra	NONE	NONE	Chairman Robert Riley, Jr.

MINUTES OF REGULAR MEETING – SEPTEMBER 28, 2023 (cont'd)

Report of Executive Director:

1. **Contract Report:**

AWARDED TO:		FOR:
A.	Modern Powerwash 9 Helen Place Clifton, NJ 07011 973-777-6336	Powerwash all Mansard Roofs @ De Vries Park Family Complex \$8,500.00
B.	Holes Infrastructure 222 Delawanna Avenue Clifton, NJ 06014 973-779-4653	Asphalt Seal Coating at Rennie & North Main S/C Complexes \$8,980.00
C.	Manning Bros. Carpet & Flooring 3 East Fort Lee Road Bogota, NJ 07603 201-621-0042	Remove/Replace Rugs in 20 Common Entrance Hallways @ Massey Street S/C Complex \$9,277.00
D.	Northeastern Utility Consultants, LLC 35 West Division Street Wilkes-Barres, PA 18706-4001 570-823-9692	3-Year Contract to Provide LHA with its Utility Allowance Analysis 2023-2024 - \$900 annually 2024-2025 - \$950 annually 2025-2026 - \$1,000 annually
E.	MasTec Professional Services 450 Davis Drive Plymouth Meeting, PA 19462	Gas Master Meter Certification 1-Year Contract \$5,350.00
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 <u>DOES NOT REQUIRE BOARD APPROVAL</u> SINCE YEARLY CONTRACT AMOUNT IS WITHIN EXECUTIVE DIRECTOR'S THRESHOLD TO AWARD		

AWARDED TO:		FOR:
AA.	Accurate Door & Hardware 10 West End Road Totowa, NJ 07512 973-812-2266	Removal/Replacement of 10 HM Doors (+ 3 welded jambs) \$13,817.81
BB.	Anthony Primerano Masonry 64 Hawthorne Avenue Holmdel, NJ 07733 201-988-1177	Repair/Replace/Reset DVP Steps (& related concrete work) \$16,600.00
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(S) LISTED ABOVE <u>DOES/DO REQUIRE BOARD APPROVAL</u> SINCE YEARLY CONTRACT AMOUNT IS NOT WITHIN EXECUTIVE DIRECTOR'S THRESHOLD TO AWARD		

**Motion to Approve the above-referenced Contracts (AA and BB) 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 De Nobile Commissioner Di Chiara Commissioner Lynch Vice Chairman Marra	NONE	NONE	Chairman Robert Riley, Jr.

MINUTES OF REGULAR MEETING – SEPTEMBER 28, 2023 (cont'd)

2. REAC PHAS Score (Physical Inspection) – designating LHA as Standard Performer – under appeal
3. Section 8 SEMAP Score – designating Section 8 as Standard Performer – under appeal
4. RFQ received for Fee Accountant – due to current Fee Accountant’s upcoming retirement
5. Public Housing Crime Reports, as required by NJDCA and due by 09/29/23, submitted 9/12/23

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

1. USA Security Services, Inc. – refer to Attorney’s Report under Closed Session
2. Regrouting/recaulking of several DVP tub/shower areas – ongoing
3. LHA’s Rent Reasonableness report for 1, 2, & 3-bedroom units (which include utilities)
4. Update – Section 8 Utility Expense Allowances
5. Following is a partial update of ongoing work performed by LHA Maintenance Staff and/or out contractors:
 - a. Contractor – Massey Street – removal/replacement of 20 common hallway/stairs rugs;
 - b. Contractor – De Vries Park – powerwashing of all mansard roofs;
 - c. LHA Maintenance – Massey/Rennie/North Main – clean up of creek – **great job by Maintenance Staff;**
 - d. LHA Maintenance – all Complexes – removal/replacement of old/faded/broken signs – more signs on order – **great job by Maintenance Staff;** and
 - e. Repair North Main Street Roof Sheeting/Shingles

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 De Nobile Commissioner Di Chiara Commissioner Lynch Vice Chairman Marra	NONE	Commissioner De Nobile Abstained on Resolution #22-36	Chairman Robert Riley, Jr.

1. Resolution #22-31	Approval of 2023 LHA Budget Resolution – FY 10/1/23-9/30/24
2. Resolution #22-32	Rent Write-Off – FYE 09/30/23 – Montalvo (DVP #9C)
3. Resolution #22-33	Certifying Resolution – Commissioners’ Receipt of FYE 09/30/22 Independent Public Audit (IPA)
4. Resolution #22-34	Authorization to Scrap Inventory – FYE 09/30/23
5. Resolution #22-35	Amendments/Clarification to LHA’s Statement of Personnel Policy (aka Employee Personnel Handbook)
6. Resolution #22-36	One-Year Contract Award – Fee Accountant – 10/01/23-09/30/24
7. Resolution #22-37	One-Year Contract Award – Consultant – 10/01/23-09/30/24
8. Resolution #22-38	Authorizing Resolution & Agreement for 3-Year Membership Renewal in the NJ Public Housing Authority Joint Insurance Fund (NJPHA JIF) – January 1, 2024 through December 31, 2026
9. Resolution #22-39	BCCD Grant Agreement – Replacement of DVP Hot Water Heater

MINUTES OF REGULAR MEETING – SEPTEMBER 28, 2023 (cont'd)

Report of Commissioner: None
Unfinished Business: None
Old Business: None
New Business: None
Good & Welfare: None
Hearing of Citizens: None in Attendance
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 De Nobile Commissioner Di Chiara Commissioner Lynch Vice Chairman Marra	NONE	NONE	Chairman Robert Riley, Jr.

Motion to End Closed Session and return to Regular Order of Business 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 De Nobile Commissioner Di Chiara Commissioner Lynch Vice Chairman Marra	NONE	NONE	Chairman Robert Riley, Jr.

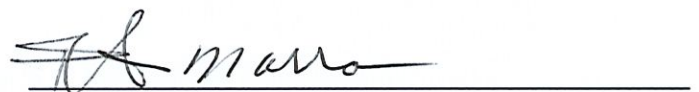
Adjournment:

Motion to Adjourn was made by Commissioner Cody and Seconded by Commissioner De Nobile. Upon Roll Call, the Board voted as follows:

AYES	NAYS	ABSTAINED	ABSENT
Commissioner Cody Commissioner De Nobile Commissioner Di Chiara Commissioner Lynch Vice Chairman Marra	NONE	NONE	Chairman Robert Riley, Jr.

Meeting was Adjourned at 8:04 PM and Vice Chairman Marra declared the Regular Meeting closed.


THOMAS DeSOMMA
 Executive Director/Secretary Treasurer


ROBERT MARRA, Chairman or
PAUL V. LYNCH, Vice Chairman

Prepared by: Carol A. Ferrara
CAROL A. FERRARA
 Housing Manager/Recording Secretary

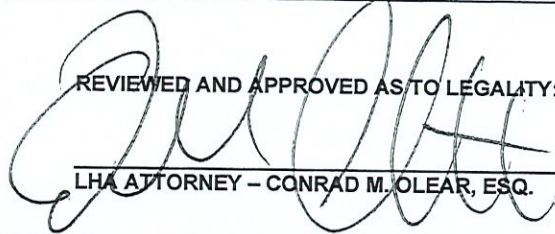
RESOLUTION NO. 22-31

Governing Body Recorded Vote – Members:

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

Approved Denied

REVIEWED AND APPROVED AS TO LEGALITY:



LHA ATTORNEY – CONRAD M. OLEAR, ESQ.

**APPROVAL OF 2023 LODI HOUSING AUTHORITY
BUDGET RESOLUTION
FISCAL YEAR: FROM 10/01/2023 TO 09/30/2024**

WHEREAS, the Annual Budget for Lodi Housing Authority for fiscal year beginning October 1, 2023 and ending September 30, 2024 has been presented before the governing body of Lodi Housing Authority at its open public meeting on September 28, 2023; and

WHEREAS, the Annual Budget as introduced reflects Total Revenues of \$10,152,863, Total Appropriations, including any Accumulated Deficit, if any, of \$9,672,514 and Total Unrestricted Net Position planned to be utilized as funding thereof, of \$0; and

WHEREAS, the Capital Budget as introduced reflects Total Capital Appropriations of \$552,754 and Total Unrestricted Net Position planned to be utilized as funding thereof, of \$0; and

WHEREAS, the schedule of rents, fees, and other charges in effect will produce sufficient revenues, together with all other anticipated revenues to satisfy all obligations to the holders of bonds of the Authority, to meet operating expenses, capital outlays, debt service requirements, and to provide for such reserves, all as may be required by law, regulation or terms of contracts and agreements; and

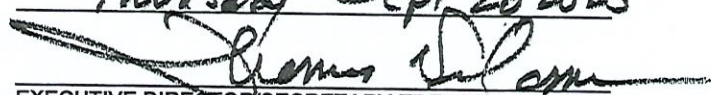
WHEREAS, the Capital Budget/Program, pursuant to NJAC 5:31-2, does not confer any authorization to raise or expend funds; rather, it is a document to be used as part of the said Authority's planning and management objectives. Specific authorization to expend funds for the purpose described in this section of the budget must be granted elsewhere by bond resolution, by a project financing agreement, by resolution appropriating funds from the Renewal and Replacement Reserve or other means provided by law.

NOW, THEREFORE, BE IT RESOLVED, by the governing body of the Lodi Housing Authority, at an open public meeting held on September 28, 2023 that the Annual Budget, including all related schedules, and the Capital Budget/Program of the Lodi Housing Authority for the fiscal year beginning October 1, 2023 and ending September 30, 2024, is hereby approved; and

BE IT FURTHER RESOLVED, that the anticipated revenues as reflected in the Annual Budget are of sufficient amount to meet all proposed expenditures/expenses and all covenants, terms and provisions as stipulated in the said Housing Authority's outstanding debt obligations, capital lease agreements, service contracts, and other pledged agreements; and

BE IT FURTHER RESOLVED, that the governing body of the Lodi Housing Authority will consider the Annual Budget and Capital Budget/Program for adoption December 21, 2023.

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:

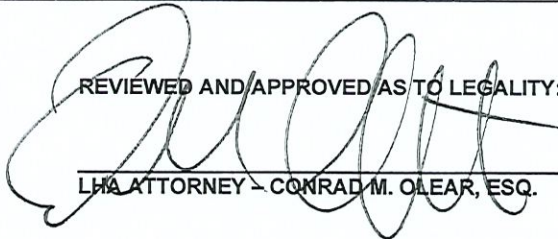
Thursday Sept 28 2023

EXECUTIVE DIRECTOR/SECRETARY-TREASURER

RESOLUTION NO. 22-32

Governing Body Recorded Vote – Members:

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

Approved Denied

REVIEWED AND APPROVED AS TO LEGALITY:

 LHA ATTORNEY – CONRAD M. OLEAR, ESQ.


RENT WRITE-OFF FYE 09/30/23 – MONTALVO (DVP #9C)

WHEREAS, former court-evicted tenant listed below has an outstanding balance due Lodi Housing Authority thus requiring the outstanding balance to be written off as uncollectible; and

NOW, THEREFORE BE IT RESOLVED, by the Board of Commissioners of Lodi Housing Authority that the total amount of \$7,262.00 due from court-evicted resident is hereby “written off” as uncollectible for FYE 09/30/23.

FORMER TENANT	COMPLEX	AMOUNT	REASON
Jermaine Montalvo	Apt. #9C De Vries Park Family Complex	\$7,262.00	Tenant Evicted
TOTAL:		\$7,262.00	

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 Sept. 28, 2023

 EXECUTIVE DIRECTOR/SECRETARY-TREASURER

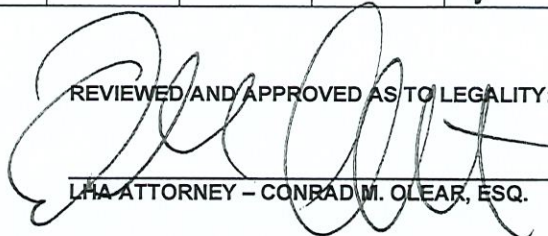
Cc: Carol A. Ferrara, Housing Manager/HRC
 Nicole Ferrara, Supervisor of Accounts
 Wallace Nowosielecki, CPA, Fee Account
 Former Resident's File (Montalvo-DVP #9C)

RESOLUTION NO. 22-33

Governing Body Recorded Vote – Members:

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

Approved Denied

REVIEWED AND APPROVED AS TO LEGALITY:

 LHA ATTORNEY – CONRAD M. OLEAR, ESQ.

CERTIFYING RESOLUTION – COMMISSIONERS’ RECEIPT OF FYE 09/30/22 INDEPENDENT PUBLIC AUDIT (IPA)

WHEREAS, NJSA 40A:5A-15 requires the governing body of each local Authority to cause an annual audit of its accounts to be made; and

WHEREAS, the annual audit report for FYE September 30, 2022 has been completed and will be filed with the NJDCA pursuant to NJSA 40A:5A-15; and

WHEREAS, NJSA 40A:5A-17, requires the governing body of each authority to, within 45 days of receipt of the annual audit, certify by resolution to the Local Finance Board that each member thereof has personally reviewed the annual audit report, and specifically the sections of the audit report entitled “General Comments” and “Recommendations,” and has evidenced same by group affidavit in the form prescribed by the Local Finance Board; and

WHEREAS, the members of the governing body have received the annual audit and have personally reviewed the annual audit, and have specifically reviewed the sections of the annual audit report entitled “General Comments” and “Recommendations,” in accordance with NJSA 40A:5A-17;

NOW, THEREFORE BE IT RESOLVED, that the governing body of the Lodi Housing Authority hereby certifies to the Local Finance Board of the State of New Jersey that each governing body member has personally reviewed the annual audit report for the fiscal year ended September 30, 2022, and specifically has reviewed the sections of the audit report entitled “General Comments” and “Recommendations,” and has evidenced same by group affidavit in the form prescribed by the Local Finance Board.

BE IT FURTHER RESOLVED, that the Secretary of the Authority is hereby directed to promptly submit to the Local Finance Board the aforesaid group affidavit, accompanied by a certified true copy of this resolution.

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 September 28, 2023

 EXECUTIVE DIRECTOR/SECRETARY-TREASURER



A HUD SPONSORED PUBLIC HOUSING AGENCY
50 Brookside Avenue ■ Lodi, New Jersey 07644

September 28, 2023

**LODI HOUSING AUTHORITY
INDEPENDENT PUBLIC AUDIT (IPA)
FYE 09/30/22**

We hereby Certify that we have received a copy of the submitted
FYE 09/30/22 IPA as prepared by Francis J. McConnell, Certified
Public Accountant.

We further Certify that this FYE 09/30/22 IPA has been presented
and placed on the September 28, 2023 Regular Meeting Agenda by the
Executive Director of the Lodi Housing Authority.


Robert Riley, Jr., Chairman 9/28/23
Date


Robert Marra, Vice Chairman 9/28/2023
Date


Daniel J. Cody, Commissioner 9-28-23
Date


Steven De Nobile, Commissioner 9/28/23
Date


Albert Di Chiara, Commissioner 9-28-23
Date


Paul V. Lynch, Commissioner 9-28-23
Date

ATTESTED:


Conrad M. Olear, Esq. 9/28/2023
Date

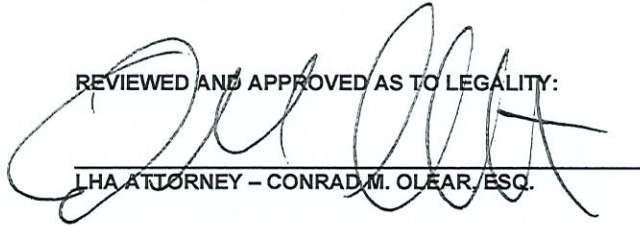
RESOLUTION NO. 22-34

Governing Body Recorded Vote – Members:

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

Approved Denied

REVIEWED AND APPROVED AS TO LEGALITY:



LHA ATTORNEY – CONRAD M. O'LEARY, ESQ.

AUTHORIZATION TO SCRAP INVENTORY – FYE 09/30/23

WHEREAS, the items listed on the attached reports have been deemed by the Maintenance Supervisor of Lodi Housing Authority to be unusable due to age, condition flooding, following deterioration of said items; and

WHEREAS, as Executive Director, I do hereby certify that the attached listings of items are hereby scrapped, obsolete, and of no value to Lodi Housing Authority.

NOW, THEREFORE, BE IT RESOLVED, the items listed on the attached reports are hereby "written off" the Public Housing Ledger.

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 Sept. 28, 2023



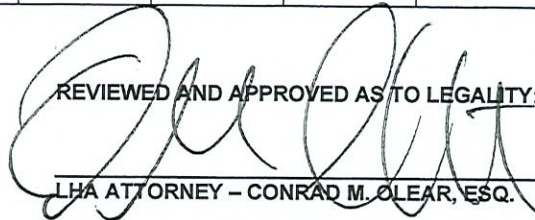
EXECUTIVE DIRECTOR/SECRETARY-TREASURER

RESOLUTION NO. 22-35

Governing Body Recorded Vote – Members:

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

Approved Denied

REVIEWED AND APPROVED AS TO LEGALITY:

 LHA ATTORNEY – CONRAD M. OLEAR, ESQ.

**AMENDMENTS/CLARIFICATION TO
 LHA’S STATEMENT OF PERSONNEL POLICY
 (aka EMPLOYEE PERSONNEL HANDBOOK):**

- **PERSONAL USE OF AUTHORITY OWNED VEHICLES**
 - **COST OF LIVING ADJUSTMENT (COLA)**
 - **PERSONAL DAYS**

WHEREAS, the Executive Director/Secretary-Treasurer of Lodi Housing Authority (LHA) periodically reviews and makes clarifications and recommendations for amendments to LHA’s Statement of Personnel Policy (aka Employee Personnel Handbook/Employee Handbook); and

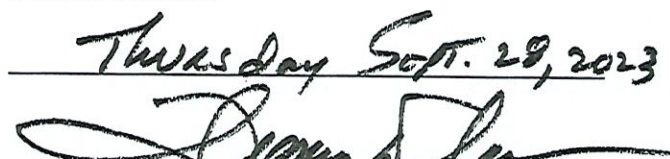
WHEREAS, the Executive Director/Secretary-Treasurer has recently reviewed the Employee Handbook and hereby recommends that the Board of Commissioners (Board) consider the following deletions and clarifications:

- Personal Use of Authority Owned Vehicles – presently on Page 23 – to be deleted effective 12/01/23. The purpose of this deletion is due to Executive Director’s pending retirement, and this should be negotiated (not an entitlement) with any newly-appointed Executive Director. Let it be noted that the current Executive Director and Deputy Executive Director have not had an LHA-owned vehicle assigned or used for approximately 20 years; and
- Cost of Living Adjustment (COLA) – presently on Page 26 – to be reclassified as Merit Increment effective 12/01/23. This is an update to terminology since all related salary guide step increments have and do reference Merit Step Increase. Any reference within this section shall be reclassified by Executive Director subject to Board approval.
- Personal Days – presently, on Page 14, Executive Director is entitled to four (4) Personal Days. This should be deleted effective 02/01/24 and negotiated with newly-appointed Executive Director.

WHEREAS, these substantive clarifications and additions, referenced herein, have been made by Executive Director.

NOW, THEREFORE, BE IT RESOLVED, the Board of Commissioners hereby accepts and adopts said changes and clarifications and approves these changes to LHA’s Statement of Personnel Policy (aka Employee Personnel Handbook/Employee Handbook) to become effective as stated within each section.

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:

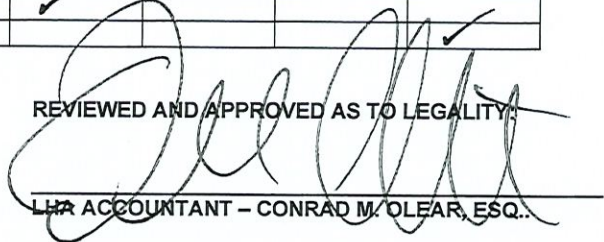
Thursday Sept. 28, 2023

 EXECUTIVE DIRECTOR/SECRETARY-TREASURER

RESOLUTION NO. 22-36

Governing Body Recorded Vote – Members:

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

Approved Denied

REVIEWED AND APPROVED AS TO LEGALITY

 LHA ACCOUNTANT – CONRAD M. OLEAR, ESQ.

**FEE ACCOUNTANT CONTRACT AWARD
 OCTOBER 1, 2023 THRU SEPTEMBER 30, 2024**

WHEREAS, as the Executive Director/Secretary-Treasurer of Lodi Housing Authority (LHA) and in compliance with NJSA 40:A11-3, 40A:11-4, covering awards/solicitations for Professional Services, I hereby certify that LHA advertised for such professional services in August 2023 for such professional services contracts, and in compliance with the aforementioned NJSA 40:A11-3 and 40A:11-4 and the US Department of HUD “Competitive Process” required under 24CFR 85:36 Procurement, and under the Authority’s By-Laws, Section 9; and

WHEREAS, LHA’s current Fee Accountant under contract (Wallace Nowosielecki, CPA) intends to retire no later than 12/31/23; and

WHEREAS, as Executive Director, I hereby certify the funding availability to award the above-referenced contract.

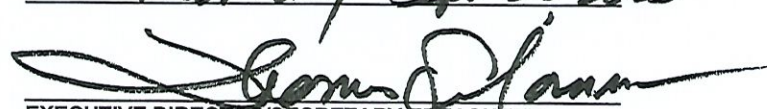
NOW, THEREFORE, BE IT RESOLVED, I hereby recommend appointing David A. Sireci, CPA, CMFO, CTC of DKNM Consulting, LLC, 458 LaSalle Avenue, Hasbrouck Heights, NJ 07604 as Fee Accountant for LHA’s Public Housing and Section 8 Programs for a one-year contract (10/01/23 – 09/30/24) as follows:

One-Year Contract Award – October 1, 2023 thru September 30, 2024 – Refer to attached Contract/Agreement for Related Scope of Services/Fees as follows:

- \$16,000 Yearly Fee for Public Housing Program
- \$16,000 Yearly Fee for Section 8 Program
- \$100.00 per hour for Extraordinary Services

NOW, THEREFORE, BE IT FURTHER RESOLVED, David A. Sireci, CPA, CMFO, CTC is hereby appointed to said position as Fee Accountant as defined in the preceding breakdown and the Executive Director is hereby authorized to execute any and all related contract documents pertaining to said appointment of David A. Sireci, CPA, CMFO, CTC as Fee Accountant.

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:

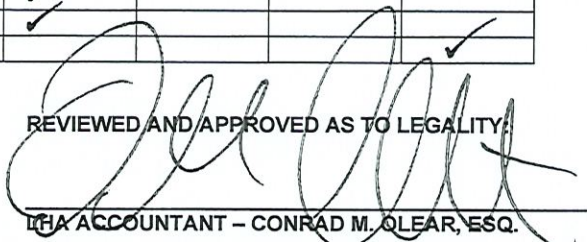
Thursday Sept 28 2023

 EXECUTIVE DIRECTOR/SECRETARY-TREASURER

RESOLUTION NO. 22-37

Governing Body Recorded Vote – Members:

Board Members	Aye	Nay	Abstain	Absent
Commissioner D. J. Cody	<input checked="" type="checkbox"/>			
Commissioner S. De Nobile	<input checked="" type="checkbox"/>			
Commissioner A. Di Chiara	<input checked="" type="checkbox"/>			
Commissioner P. V. Lynch	<input checked="" type="checkbox"/>			
Vice Chairman R. Marra	<input checked="" type="checkbox"/>			
Chairman R. Riley, Jr.				<input checked="" type="checkbox"/>

Approved Denied

REVIEWED AND APPROVED AS TO LEGALITY:

 CPA ACCOUNTANT – CONRAD M. OLEAR, ESQ.

**ONE-YEAR CONSULTING CONTRACT
 FY OCTOBER 1, 2023 – SEPTEMBER 30, 2024**

WHEREAS, as Executive Director, I hereby certify that Consulting Services, as referenced herein, fall within NJSA 40A:11-5, Exception/Unspecifiable/ Professional Services, and

WHEREAS, the RFQ received as set forth in attachment has been reviewed for compliance by the Executive Director/Secretary-Treasurer; and

WHEREAS, as Executive Director/Secretary Treasurer, I hereby recommend Carmen J. Irizarry of CJI Associates, Inc., 9 Woodbine Road, New City, NY 10956, be appointed as Consultant for the Authority’s Public Housing and Section 8 Rental Assistance Programs for a one-year period commencing on October 1, 2023 through September 30, 2024 and said contract shall be for the Annual Fee Not to Exceed \$114,060.00; and

NOW, THEREFORE, BE IT RESOLVED, as the Executive Director/Secretary Treasurer, I hereby “certify the funding availability” to award contract referenced herein.

NOW, THEREFORE, BE IT FURTHER RESOLVED, by the Authority, Carmen J. Irizarry is hereby appointed to said position as “Consultant” at Annual Fee Not to Exceed \$114,060.00, for the term(s) as described in the preceding paragraph. Said Annual Fee shall be paid/pro-rate to such Programs under the Authority’s jurisdiction, such as Public Housing, Section 8, Capital Fund Program (CFP), as deemed appropriate by the Executive Director; and

NOW, THEREFORE, BE IT FURTHER RESOLVED, the Executive Director is hereby authorized to review, amend, and execute any and all related contract documents pertaining to said appointment of Carmen J. Irizarry as Consultant.

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 September 28, 2023

 EXECUTIVE DIRECTOR/SECRETARY-TREASURER

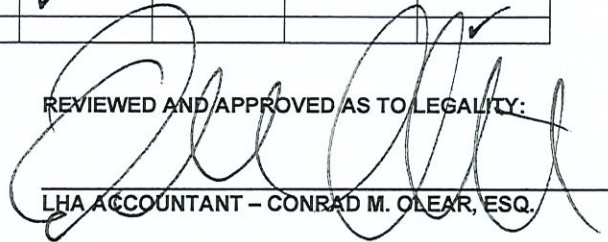
RESOLUTION NO. 22-38

Governing Body Recorded Vote – Members:

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

Approved Denied

REVIEWED AND APPROVED AS TO LEGALITY:



LHA ACCOUNTANT – CONRAD M. OLEAR, ESQ.

3-YEAR RENEWAL OF MEMBERSHIP IN THE NJ PUBLIC HOUSING AUTHORITY JOINT INSURANCE FUND

WHEREAS, Lodi Housing Authority is a member of the New Jersey Public Housing Authority Joint Insurance Fund; and


WHEREAS, said renewed membership terminates as of December 31, 2023 unless earlier renewed by agreement between the Authority and the Fund; and

WHEREAS, the Authority desires to renew said membership.

NOW, THEREFORE, BE IT RESOLVED, as follows:

1. Lodi Housing Authority agrees to renew its membership in the New Jersey Public Housing Authority Joint Insurance Fund and to be subject to the Bylaws, Rules and Regulations, coverages, and operating procedures thereof as presently existing or as modified from time to time by lawful act of the Fund.
2. The Executive Director shall be and is hereby authorized to execute the agreement to renew membership annexed hereto and made a part hereof and to deliver same to the New Jersey Public Housing Authority Joint Insurance Fund evidencing the Authority's intention to renew its membership.

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 Sept. 28, 2023

 EXECUTIVE DIRECTOR/SECRETARY-TREASURER

This Resolution agreed to this 28th day of September 2023 by a vote of:

Affirmative: 5 ✓

Negative: 0

 9/28/23
 Executive Director Date

Carol A. Ferrara 9/28/23
 Attest Date

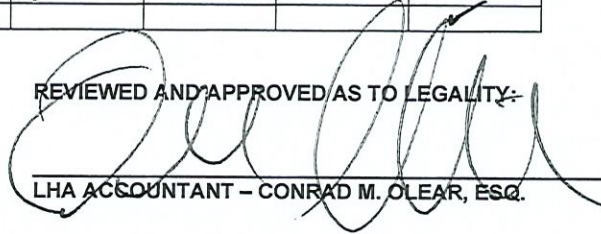
RESOLUTION NO. 22-39

Governing Body Recorded Vote – Members:

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

Approved Denied

REVIEWED AND APPROVED AS TO LEGALITY:



LHA ACCOUNTANT – CONRAD M. OLEAR, ESQ.

BERGEN COUNTY COMMUNITY DEVELOPMENT GRANT (BCCD) AGREEMENT – REPLACEMENT OF HOT WATER HEATER AT THE De VRIES PARK FAMILY COMPLEX

WHEREAS, the Board of Commissioners (Board) of Lodi Housing Authority (LHA) wishes to enter into a grant agreement with the County of Bergen for the purpose of using \$123,746.00 in 2023-2024 Community Development Grant funds for Hot Water Heater Replacement at the De Vries Park Family Complex; and

WHEREAS, the Board hereby authorizes Thomas DeSomma, Executive Director, to be a signatory to the aforesaid grant agreement; and

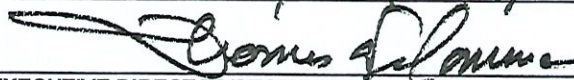
WHEREAS, the Board hereby authorizes Thomas DeSomma, Executive Director, to sign all County vouchers submitted in connection with the aforesaid project.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Commissioners recognizes that Lodi Housing Authority is liable for any funds not spent in accordance with the Grant Agreement and that liability of Board Members is in accordance with NJSA 2AL53A-7 et.seq.

NOW, THEREFORE, BE IT FURTHER RESOLVED, this Resolution is adopted by the Board of Commissioners of Lodi Housing Authority at its meeting on September 28, 2023.

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 SEPT 28, 2023



EXECUTIVE DIRECTOR/SECRETARY-TREASURER

COUNTY OF BERGEN

CONTRACT



CONTRACT NUMBER: CN-09-23 TERM OF CONTRACT: 7/1/2023-6/30/2024

ACCOUNT NUMBER: 21-213-754-135-46-06

CONTRACTOR: Lodi Housing Authority

PROGRAM: Hot Water Heater Replacement

Contract Pages 1 to 11 and attachments A through M

COUNTY OF BERGEN

Contract Number CN-09-23

CONTRACT SUMMARY SHEET

Contractor Information

Name: Lodi Housing Authority

Address: 50 Brookside Avenue Lodi, NJ 07644

Chief Executive Officer: Thomas DeSomma

Chief Financial Officer:

Contact Person: Gary Luna Phone No. 973-470-3650 Duns# 620684733

Vendor I.D.: 006040 Federal Identification No.: UEI# CCR#3TYH4

County Information

Department: Administration and Finance

Division: Community Development

Address: One Bergen Plaza-4th Floor Hackensack, NJ 07601

Contact Person: Laura Salandra Phone: (201) 336-7228

Source of Funds

	<u>Amount</u>	<u>Account Number</u>	<u>Account Title</u>
State:			
Federal:	\$123,746	21-213-754-135-46-09	Hot Water Heater Replacement
County:			
Other:			
Municipal:			
Total:	\$123,746		

Program Information

Program Name: Hot Water Heater Replacement Phone No.: 973-470-3650

Project Site Address: 50 Brookside Ave

Program Contact Person: Gary Luna Title: Deputy Director

Purpose: To replace the existing hot water heater