

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 ___ Riley ___ Lynch ___ Marra ___
Executive Director ___ Attorney ___ Deputy Executive Director ___ Recording Secretary ___

BIDS: None

APPROVAL OF MINUTES:

- **Regular Meeting – October 19, 2023:** Motion: _____ Seconded: _____
Cody ___ De Nobile ___ Di Chiara ___ Riley ___ Lynch ___ Marra ___
- **Closed Meeting – October 19, 2023:** Motion: _____ Seconded: _____
Cody ___ De Nobile ___ Di Chiara ___ Riley ___ Lynch ___ Marra ___

COMMUNICATIONS:

1. NJDCA Notice of FYE 09/30/24 Budget has been approved for Adoption – Final Adoption scheduled for the 12/21/23 Board Meeting

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 ___ Riley ___ Lynch ___ Marra ___

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 2023

PUBLIC HOUSING & SECTION 8

DISBURSEMENT AS REFLECTED IN PAYROLL PERIOD

10/15/23 - 10/28/23 THRU 10/29/23 - 11/11/23

ARE HEREBY APPROVED

	CHECK PAYABLE TO	DATE	CHK #	EXPLANATION	AMOUNT
1	PSE&G Co.	10/24/23	14230	Utilities	\$ 16,242.73
2	Jersey Elevator	11/3/23	14231	Elevator Maintenance	\$ 179.31
3	Capital One	11/3/23	14232	Maintenance Supplies	\$ 8,909.83
4	Verizon	11/3/23	14233	Phones	\$ 173.43
5	Optimum	11/3/23	14234	TV, Phones, Internet	\$ 602.18
6	Interstate Waste Services	11/3/23	14235	Trash Removal	\$ 1,234.06
7	Home Depot Credit Services	11/3/23	14236	Maintenance Supplies	\$ 2,886.16
8	NFIP Direct	11/3/23	14237	FEMA Insurance	\$ 18,792.00
9	Modern Powerwash, LLC	11/3/23	14238	DVP Roof Cleaning	\$ 8,500.00
10	Ready Refresh	11/3/23	14239	Office Water	\$ 61.72
11	CSG-NAM, LLC	11/3/23	14240	Coffee Machine Rentals	\$ 24.17
12	Wallace P. Nowosielecki	11/3/23	14241	PH Oct 2023 Acct. Retain.	\$ 1,333.33
13	Purchase Power	11/3/23	3668	Stamps	\$ 417.98
14	Wallace P. Nowosielecki	11/3/23	3669	S8 Oct 2023 Acct. Retain.	\$ 1,333.33
15	Peckar & Abramson	11/13/23	14242	Legal Fees	\$ 7,650.00
16	Anthony Primerano Masonry	11/13/23	14243	Masonry Repair	\$ 16,600.00
17	Chief Fire Equipment	11/13/23	14244	Extinguishers	\$ 618.65
18	ROS Electric LLC	11/13/23	14245	Monitoring & Repair	\$ 6,454.18
19	SGTS Maintenance LLC	11/13/23	14246	PH Office Cleaning	\$ 495.00
20	Pitney Bowes	11/13/23	14247	Lease	\$ 476.73
21	T-Mobile	11/13/23	14248	Cell Phones	\$ 181.12
22	Rob's Automotive	11/13/23	14249	Repairs	\$ 274.00
23	DKNM Consulting, LLC	11/13/23	14250	PH Accounting Retainer	\$ 1,333.33
24	Wallington Plumbing & Heating	11/13/23	14251	Maintenance Supplies	\$ 2,021.73
25	Garfield Lumber & Millworks	11/13/23	14252	Maintenance Supplies	\$ 455.80
26	Lodi Fire Prevention Bureau	11/13/23	14253	Registration Fees	\$ 755.00
27	Buggin Out, LLC	11/13/23	14254	Exterminating Servies	\$ 455.00
28	DKNM Consulting, LLC	11/13/23	3670	S8 Accounting Retainer	\$ 1,333.33
29	Safeguard	11/13/23	3671	Check Supplies	\$ 711.61
30	AMS Ties, LLC	11/13/23	3672	S8 Background Checks	\$ 12.50
31	SGTS Maintenance LLC	11/13/23	3673	S8 Office Cleaning	\$ 495.00
32	Delta Dental of New Jersey	11/13/23	Online	PH Employee Dental	\$ 1,886.51
33	Delta Dental of New Jersey	11/13/23	Online	S8 Employee Dental	\$ 826.02
34	NJ Division of Pensions and Benefits	11/14/23	Online	PH Active Employee	\$ 23,042.22
35	NJ Division of Pensions and Benefits	11/14/23	Online	S8 Active Employee	\$ 4,816.44
36	NJ Division of Pensions and Benefits	11/14/23	Online	PH Retired Employee	\$ 1,537.52
37	NJ Division of Pensions and Benefits	11/14/23	Online	S8 Retired Employee	\$ 2,690.66
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REPORT OF EXECUTIVE DIRECTOR:

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

AWARDED TO:		FOR:
A.	Buggin Out, LLC 159 Corabelle Avenue Lodi, NJ 07644	CY 2024 Exterminating Service Contract – All Complexes See attached pricing
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 LISTED ABOVE DOES NOT REQUIRE BOARD APPROVAL SINCE YEARLY CONTRACT AMOUNT IS WITHIN EXECUTIVE DIRECTOR'S THRESHOLD TO AWARD		

AWARDED TO:		FOR:
AA.	Billy V's Unique Landscaping, LLC 16 Industrial Avenue Ridgefield Park, NJ 07660	CY 2024 Landscaping Contract – Grass Cutting/Edging for DVP only - \$1,300 monthly x 13 cuttings - \$15,600.
BB.		
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 (AA):

Motion: _____ **Seconded:** _____

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

2. Still No Response – Notification by REAC PHAS Score (Physical Inspection) – 89% designating LHA as **Standard** Performer – still awaiting appeal response
3. Kitchen fire at Rennie #26 (10/13/23) – LHA Counsel requested incident investigation reports from LPD and Lodi Fire Marshal
4. Notice to Affected Flat Rent Residents only – increase to flat rents for CY 2024
5. NJ Cash Management Fund – balance and Board’s option – to be discussed
6. Formal Notice of Preliminary Disciplinary Action (Civil Service Commission Form DPF-31A) was served on FL and CJ – as indicated on bottom of form, employee have the right to appear at the 11/16/23 Board Meeting and have requested to do so under the Open Session – at advice of Counsel, employees can be heard at this time or under “Unfinished Business” – to be discussed

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

1. USA Security Services, Inc. – refer to Attorney’s report under Closed Session
2. LHA’s Submission to BCCD – Notice of 2024-2025 – LHA going for Phase III of DVP domestic hot water tank
3. Following is ongoing work performed by outside contractors:
 - a. Step removal/brick repointing at DVP;
 - b. Steel doors presently being installed
4. Notice to Mayor/Council – pertaining to Cali Carting dumping liquid waste on LHA’s Service Drive into Storm Drain – 2nd time this year (that we’ve seen)

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 #23-04	Approval of Board Meeting Dates for CY 2024
2. Resolution #23-05	Designation of Fund Commissioner for the NJPHA JIF for Fund Year 2024
3. Resolution #23-06	CY 2024 Acrisure LLC (dba Scirocco Group) PHA JIF Consultant Agreement
4. Resolution #23-07	Executive Director Retirement Effective 03/01/24 – Agreement/ Authorization/Payout of Accrued Leave Payments Over 2-Year Period
5. Resolution #23-08	Stipend for Re-Assignment of Work Duties for Supervisor of Accounts – Effective 12/01/23
6. Resolution #23-09	Authorization for Submission of Application for 2024-2025 Bergen County Community Development (BCCD) Grant Funding for Phase II of Replacement of DVP Domestic Hot Water Tank
7. Resolution #23-10	Appeal of 3 Notices of Violations Issued by Lodi Fire Marshal on 03/23/23
8. Resolution #23-11	Budget Revision #1 – PH & S8 Operating Budgets – FYE 09/30/24

Motion: _____ **Seconded:** _____

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

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 ___ Riley ___ Lynch ___ Marra ___

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 ___ Riley ___ Lynch ___ Marra ___