

MINUTES OF THE REGULAR MEETING OF LODI HOUSING AUTHORITY, 50 BROOKSIDE AVENUE, LODI, NEW JERSEY AT 7:00 PM ON THURSDAY, OCTOBER 19, 2023

Call to Order: Chairman Robert Marra called the Regular Meeting to Order at 7:00 PM.

Pledge of Allegiance: 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 Chairman Marra, the meeting was attended by Vice Chairman Paul V. Lynch and Commissioners Daniel J. Cody, Steven De Nobile, and Robert Riley, Jr. Commissioner Albert Di Chiara was absent.

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

Bids: None

Approval of Minutes:

Motion was made by Commissioner Cody and Seconded by Commissioner De Nobile to approve the Minutes of the Regular Meeting held on September 28, 2023.

Upon Roll Call, the Board voted as follows:

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

Motion was made by Commissioner Cody and Seconded by Commissioner De Nobile to approve the Minutes of the Closed Session of the Meeting held on September 28, 2023.

Upon Roll Call, the Board voted as follows:

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

Communications: None

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

MINUTES OF REGULAR MEETING – OCTOBER 19, 2023 (cont'd)

Report of Accountant: Nothing at this time.

Report of Security: Nothing at this time.

Bills Agenda:

Motion to Approve the October 2023 Bills Agenda was made by Commissioner Cody and Seconded by Commissioner Riley, Jr. Upon Roll Call, the Board voted as follows:

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

*Chairman Marra abstained on #27 (Peckar & Abramson).

Report of Executive Director:

1. Contract Report:

AWARDED TO:		FOR:
A.	Garden State Leaf & Gutter Cleaning	Leaf Clean Up of Gutters, Grounds, Stairwells, etc. at De Vries Park Family Complex
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.		
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		

2. REAC PHAS Score (Physical Inspection) – 89% designating LHA as Standard Performer – need to re-appeal
3. Section 8 SEMAP Score – designating Section 8 as Standard Performer – Appeal Denied
4. Kitchen fire at Rennie #26 on 10/13/23 – tenant (almost 101 years old) burned badly & passed away

MINUTES OF REGULAR MEETING – OCTOBER 19, 2023 (cont'd)

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

1. USA Security Services, Inc. – refer to Attorney’s Report under Closed Session
2. BCCD – Notice of 2024-2025 application due December 2023 – LHA going for Phase III of DVP domestic hot water tank
3. Following is ongoing work performed by outside contractors:
 - a. Patching/resealing parking lots at Rennie and North Main;
 - b. Step removal/brick repointing at DVP; and
 - c. Emergency repair of brick basement stairwell wall at Massey Street due to tenant driving vehicle over curb and into wall – cost reimbursable by tenant’s insurance company

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 Riley, Jr.
Upon Roll Call, the Board voted as follows:**

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

1.	Resolution #23-01	LHA Flat Rents – Effective January 1, 2024
2.	Resolution #23-02	Emergency Authorization to Hire Ros Electric LLC to Repair Deficiencies at Rennie/Massey S/C Complexes for Contract Previously Awarded to USA Security Systems, Inc.
3.	Resolution #23-03	Award of Professional Services Contract for Computer & Network IT, VOIP, & Website Maintenance Services (all inclusive) to Mazteck Complete Solutions From A-Z – 01/01/24 thru 12/31/26

- Report of Commissioner:** None
Unfinished Business: None
Old Business: None
New Business: None
Good & Welfare: None
Hearing of Citizens: None in Attendance

Closed Session:

MINUTES OF REGULAR MEETING – OCTOBER 19, 2023 (cont'd)

Motion to End Regular Order of Business and go into Closed Session was made by Commissioner Riley, Jr. 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 Riley, Jr. Vice Chairman Lynch Chairman Marra	NONE	NONE	Commissioner Di Chiara

Motion to End Closed Session and return to Regular Order of Business was made by Commissioner Cody and Seconded by Commissioner Riley, Jr.

Upon Roll Call, the Board voted as follows:

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

Adjournment:

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

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

Meeting was Adjourned at 8:50 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

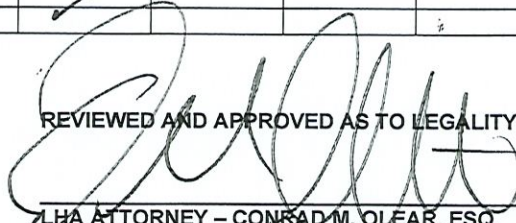
RESOLUTION NO. 23-01

Governing Body Recorded Vote – Members:

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

Approved Denied

REVIEWED AND APPROVED AS TO LEGALITY:



 LHA ATTORNEY – CONRAD M. OLEAR, ESQ.

LHA FLAT RENTS – EFFECTIVE JANUARY 1, 2024

WHEREAS, PIH Notice 2022-33 (HA) issued 11-22-22 “Updates Flat Rent Statutory Requirements” and further establishes Flat Rent Calculations for January 2024.

NOW, THEREFORE, BE IT FURTHER RESOLVED, in compliance with US Dept. of HUD Mandate, applicable Flat Rents must be a **minimum** of 80% of the lower of LHA’s FMR/SMAFR established by HUD for 2024 as reflected below:

LODI’S SAFMR		
1 B/R	2 B/R	3 B/R
\$1,550	\$1,780	\$2,200

NOW, THEREFORE, BE IT FURTHER RESOLVED, LHA’s Flat Rents listed below include excess utilities and shall be effective for all LHA Residents newly leased-up or recertified on or after January 1, 2024.

LHA FLAT RENTS		
1 B/R	2 B/R	3 B/R
\$1,240	\$1,424	\$1,760

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 October 19, 2023



EXECUTIVE DIRECTOR/SECRETARY-TREASURER

RESOLUTION NO. 23-02

Governing Body Recorded Vote – Members:

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

Approved Denied

REVIEWED AND APPROVED AS TO LEGALITY:

LHA ATTORNEY – CONRAD M. OLEAR, ESQ.

EMERGENCY AUTHORIZATION TO HIRE ROS ELECTRIC LLC TO REPAIR DEFICIENCIES AT RENNIE/MASSEY SENIOR CITIZEN COMPLEXES FOR CONTRACT PREVIOUSLY AWARDED TO USA SECURITY SYSTEMS, INC.

WHEREAS, Lodi Housing Authority (LHA) previously awarded contract to Repair/ Replace Fire Alarm/Call to Aid System at Rennie/Massey Senior Citizen Complexes via Resolution #22-20 and executed said contract 04/25/23;

WHEREAS, after numerous discussions/correspondence/emails between LHA and LSEA (design/inspection engineer), along with LHA Special Counsel, Gerard Onorata, notifications and “Demand to Cure” deficiencies to the System (refer to Onorata’s attached letter date 10/02/23); and

WHEREAS, most recently LSEA conducted a field inspection on 10/03/23 (attached) and on 10/11/23 noticed USA of the field inspection informing them of “outstanding items need to be completed.” This letter also included the following statement, “LSEA is not able to certify completion of this project due to deficiencies listed;” and

WHEREAS, USA continues to disregard making all necessary repairs/corrections, which would enable the system to work properly and would further enable LSEA to “certify the “Systems” and in addition to USA’s recent notification that “USA will **discontinue monitoring** of Rennie/Massey sites effective November 1, 2023; and

WHEREAS, USA’s continued failure to make the necessary repairs to the system deficiencies, along with USA’s **notice to discontinue monitoring is an imminent threat to the health, safety and welfare of all senior residents at the Rennie Place/Massey Street Complexes;** and

WHEREAS, due to USA’s failure to cure said deficiencies and their refusal to continue monitoring the “Systems,” the Executive Director hereby recommends that an Emergency exists, requiring a contractor to perform necessary work to the “Systems” in order to be working properly in compliance with Plans/Specifications;

WHEREAS, the Executive Director hereby recommends hiring Ros Electric LLC, 121 Woodland Avenue, Westwood, NJ 07675 to make all necessary repairs to USA’s Contract for Fire Alarm/Call to Aid Pull Stations at a time and material rate (Time at \$155 per hour); and

WHEREAS, the Executive Director further recognizes USA’s notice to “discontinue monitoring services, which will require a contractor to perform necessary Monitoring Services to the “Systems” and further recommends Ros Electric LLC, upon LHA’s recent and acceptance of price proposal, be retained for these Monitoring Services.

NOW, THEREFORE, BE IT FURTHER RESOLVED, the Board of Commissioners (Board) hereby recognizes said emergency and authorizes LHA’s Executive Director to retain the services of Ros Electric LLC for repairs as referenced above.

NOW, THEREFORE, BE IT FURTHER RESOLVED, the Board hereby authorizes LHA’s Executive Director to execute any and all related documents/contracts to repair all deficiencies referenced herein.

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 October 19, 2023

EXECUTIVE DIRECTOR/SECRETARY-TREASURER

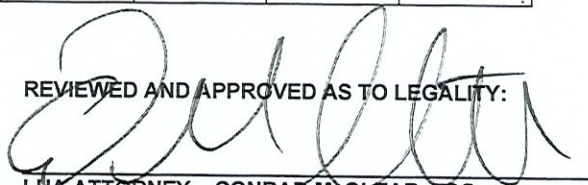
RESOLUTION NO. 23-03

Governing Body Recorded Vote – Members:

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

Approved Denied

REVIEWED AND APPROVED AS TO LEGALITY:



LHA ATTORNEY – CONRAD M. OLEAR, ESQ.

AWARD OF PROFESSIONAL CONTRACT FOR COMPUTER & NETWORK IT, VOIP, & WEBSITE MAINTENANCE SERVICES (ALL INCLUSIVE) TO MAZTECK COMPLETE SOLUTIONS FROM A-Z, 575 CORPORATE DRIVE, SUITE 4205, MAHWAH, NJ 07430 FOR 3-YEAR PERIOD – JANUARY 1, 2024 THRU DECEMBER 31, 2026 (\$1,783.18 MONTHLY/\$21,398.16 ANNUALLY)

WHEREAS, Lodi Housing Authority (LHA) received RFQ for Professional Services in compliance with US Department of HUD Rules and Regulations under CFR 85.36 and LHA’s Procurement Policy, along with the NJ Public Bidding Laws (40A:11-5); and

WHEREAS, the Executive Director has determined that awarding the contract for IT Services, as referenced above, “will serve in the best interest of LHA;” and

WHEREAS, the Executive Director recommends awarding said contract, referenced above, to Mazteck Complete Solutions, 575 Corporate Drive, Suite 4205, Mahwah, NJ 07430 in compliance with NJSA 11-5 (dd), “for the all inclusive support/maintenance/cybersecurity of proprietary computer hardware and software” of LHA; and


WHEREAS, the Division of Local Finance requires “Certification of Funding Availability, when awarding contracts.

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, the Executive Director is hereby authorized to execute all required documents, and such related expenditures are to be charged to funding availability under its PH and Section 8 Operating Budgets.

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
October 19, 2023



EXECUTIVE DIRECTOR/SECRETARY-TREASURER