

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 – November 16, 2023:** Motion: _____ Seconded: _____
Cody ___ De Nobile ___ Di Chiara ___ Riley ___ Lynch ___ Marra ___
- **Closed Meeting – November 16, 2023:** Motion: _____ Seconded: _____
Cody ___ De Nobile ___ Di Chiara ___ Riley ___ Lynch ___ Marra ___

COMMUNICATIONS:

1. Submission of BCCD application for Phase II for Replacement of DVP 1500 Gallon Indirect Domestic Hot Water Heater
2. PIC Submission Reports – 100% (PH) and 99.55% (Section 8)

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:**
-

REPORT OF ACCOUNTANT:

1. NOTHING AT THIS TIME
-

REPORT OF SECURITY:

1. NOTHING AT THIS TIME

MONTHLY BILLS AGENDA -- DECEMBER 2023

PUBLIC HOUSING & SECTION 8

DISBURSEMENT AS REFLECTED IN PAYROLL PERIOD

11/12/23 - 11/25/23 THRU 11/26/23 - 12/9/23

ARE HEREBY APPROVED

	CHECK PAYABLE TO	DATE	CHK #	EXPLANATION	AMOUNT
1	PSE&G Co.	11/21/23	14266	Utilities	\$ 20,258.87
2	Jersey Elevator	12/4/23	14267	Elevator Maintenance	\$ 179.31
3	Nicole Ferrara	12/4/23	14268	FY 10/2023-9/2024 Eyecar Reimburs.	\$ 350.00
4	Optimum	12/4/23	14269	TV, Phones, Internet	\$ 602.18
5	Home Depot Credit Services	12/4/23	14270	Maintenance Supplies	\$ 828.00
6	Interstate Waste Services	12/4/23	14271	Trash Removal	\$ 1,234.06
7	Purchase Power	12/4/23	3680	Stamps	\$ 208.99
8	Ready Refresh	12/4/23	3681	Office Water	\$ 85.89
9	Passaic Valley Water Commission	12/12/23	14272	Water	\$ 5,227.76
10	Tmobile	12/12/23	14273	Cell Phones	\$ 181.12
11	SGTS Maintenance, LLC	12/12/23	14274	PH Office Cleaning	\$ 495.00
12	Verizon	12/12/23	14275	Phones	\$ 172.66
13	AMS Ties	12/12/23	14276	Background Checks	\$ 37.50
14	DKNM Consulting, LLC	12/12/23	14277	PH Accounting Retainer	\$ 1,333.33
15	Mazteck	12/12/23	14278	PH IT Services & Equipment	\$ 1,500.59
16	Wallington Plumbing & Heating	12/12/23	14279	Maintenance Supplies	\$ 872.25
17	DKNM Consulting, LLC	12/12/23	3682	S8 Accounting Retainer	\$ 1,333.33
18	Mazteck	12/12/23	3683	S8 IT Services	\$ 901.59
19	SGTS Maintenance, LLC	12/12/23	3684	S8 Office Cleaning	\$ 495.00
20	Kathleen Daly	12/12/23	1527	Security Deposit Refund	\$ 253.54
21	NJ Division of Pensions and Benefits	12/14/23	Online	PH Active Employee	\$ 23,042.22
22	NJ Division of Pensions and Benefits	12/14/23	Online	S8 Active Employee	\$ 4,816.44
23	NJ Division of Pensions and Benefits	12/14/23	Online	PH Retired Employee	\$ 1,537.52
24	NJ Division of Pensions and Benefits	12/14/23	Online	S8 Retired Employee	\$ 2,690.66
25	Thomas DeSomma	12/14/23	14280	FY 10/2023-9/2024 Eyecar Reimburs.	\$ 350.00
26	Delta Dental of New Jersey	12/15/23	Online	PH Employee Dental	\$ 1,886.51
27	Delta Dental of New Jersey	12/15/23	Online	S8 Employee Dental	\$ 826.02
28	Bobcat of North Jersey	12/20/23	14281	Service on Bobcat	\$ 691.38
29	BugginOut, LLC	12/20/23	14282	Exterminating Services	\$ 1,365.00
30	Pitney Bowes	12/20/23	14283	Office Supplies	\$ 101.99
31	Servpro of Fair Lawn	12/20/23	14284	Emergency Cleaning	\$ 3,516.05
32	Garden State Gutter Cleaning	12/20/23	14285	Gutter Cleaning	\$ 1,800.00
33	Wallace P. Nowosielecki	12/20/23	14286	PH December 2023 Accounting Retainer	\$ 1,333.33
34	The JunkCrew, LLC	12/20/23	14287	Apartment Clean Out	\$ 850.00
35	RICOH	12/20/23	14288	Lease	\$ 574.27
36	Peckar & Abramson	12/20/23	14289	Extraordinary Litigation	\$ 1,050.00
37	AVS Technology	12/20/23	14290	Camera Repair	\$ 1,157.18
38	Capital One	12/20/23	14291	Maintenance Supplies	\$ 4,389.41
39	Accurate Door & Hardware	12/20/23	14292	Door Repairs	\$ 13,817.81
40	Billy V's Unique Landscaping	12/20/23	14293	Landscaping Services	\$ 1,000.00
41	Millennium Mechanical, LLC	12/20/23	14294	Boiler Repair	\$ 1,405.89
42	Jay Bee Flooring, LLC	12/20/23	14295	Floor Repair	\$ 3,654.00
43	Ricciardi Brothers	12/20/23	14296	Paint Supplies	\$ 14.18
44	Ace Lock & Key Shop	12/20/23	14297	Keys and Locks	\$ 966.50
45	Garfield Lumber & Millworks, Inc	12/20/23	14298	Maintenance Supplies	\$ 190.82
46	Perennial Services, LLC	12/20/23	14299	Lantern Fly Treatment	\$ 868.00
47	Presto Printing	12/20/23	14300	Office Supplies	\$ 240.00
48	Stone Brook Garden & Landscape Supply	12/20/23	14301	Christmas Wreaths	\$ 840.00
49	J&S Pork Store	12/20/23	14302	S/C Christmas Party	\$ 400.00
50	W.B. Mason	12/20/23	14303	Office Supplies	\$ 222.77
51	Rob's Automotive	12/20/23	14304	F250 Tires	\$ 960.00
52	Chief Fire Equipment	12/20/23	14305	Extinguishers	\$ 48.65

53	Wallace P. Nowosielecki	12/20/23	3685	S8 Dec. 2023 Accounting Retainer	\$ 1,333.33
54	Ready Refresh	12/20/23	3686	Water	\$ 85.89
55	Schellhorn Ground Services, LLC	12/21/23	14306	Lot Cleanup	\$ 1,300.00
56	Custom Counters	12/21/23	14307	Cabinet Repair	\$ 1,167.80
57	Conrad M. Olear, Esq.	12/21/23	14308	PH Retainer & Ext. Ord.	\$ 2,283.33
58	Conrad M. Olear, Esq.	12/21/23	3687	S8 Retainer	\$ 1,333.33

REPORT OF EXECUTIVE DIRECTOR:

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

AWARDED TO:		FOR:
A.	Accurate Door & Hardware, Inc. 10 West End Road, PO Box 539 Totowa, NJ 07512 973-812-2266	Removal/Replacement of 3 Steel Doors/Frames (2 @ Admin Bldg. & 1 @ North Main) \$7,999.28
B.	The JunkCrew LLC 239 New Road Parsippany, NJ 07054 201-312-1800	Full Apartment Clean Out @ Rennie #26 (Fire Damage) Removal of Deceased Tenant's Furniture/Personal Belongings \$850.00
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 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		

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) – burned lower cabinet and formica top being repaired by outside contractor – then will proceed with new kitchen floor/painting/refinishing hardwood floors/etc.
4. Valley Bank agrees to pay LHA payroll costs not to exceed \$2,500 for CY 2024
5. LHA will be soliciting for Fee Attorney – hopefully for early responses – 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. Following is ongoing work performed by outside contractors:
 - a. Steel doors presently being installed; and
 - b. Leaf removal at DVP only
3. RFQ for Consulting Services – to be discussed

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 #23-12	Final Adoption of FYS 10/01/23 LHA Annual Budget/Capital Budget Program
2. Resolution #23-13	Contract Award for Design/Inspection/Engineering Services for Removal/Replacement of DVP Domestic Hot Water Tank
3. Resolution #23-14	Authorizing Resolution for Appointment of Gary Luna to Acting Executive Director Due to Impending Retirement of Executive Director
4. Resolution #23-15	Authorizing Resolution for Appointment of Carol Ferrara to Acting Deputy Executive Director Due to Impending Retirement of Executive Director
5. Resolution #23-16	Termination of Consulting Contract – Effective 12/01/23
6.	

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 ___