

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 – December 21, 2023:** Motion: _____ Seconded: _____
Cody ___ De Nobile ___ Di Chiara ___ Riley ___ Lynch ___ Marra ___
- **Closed Meeting – December 21, 2023:** Motion: _____ Seconded: _____
Cody ___ De Nobile ___ Di Chiara ___ Riley ___ Lynch ___ Marra ___

COMMUNICATIONS:

1. Dept. of HUD FYE 09/30/23 SEMAP (Section 8) – Score of 100% (High Rating)
2. LHA's Submission of its MDRR reports to State of NJ
3. PIC Submission Reports – 100% (PH) and 98.41% (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 -- JANUARY 2024

PUBLIC HOUSING & SECTION 8

DISBURSEMENT AS REFLECTED IN PAYROLL PERIOD

12/10/23 - 12/23/23 THRU 12/24/23 - 1/6/24

ARE HEREBY APPROVED

	CHECK PAYABLE TO	DATE	CHK #	EXPLANATION	AMOUNT
1	Antoinette Daleo	12/22/23	1528	Security Deposit Refund	\$ 291.70
2	PSE&G Co.	12/26/23	14309	Utilities	\$ 31,007.75
3	Joan Mastrofilipo	1/1/24	14310	Medicare Reimburs.	\$ 494.70
4	Lenore Morrell	1/1/24	14311	Medicare Reimburs.	\$ 494.70
5	Carolyn Capabianca	1/1/24	3688	Medicare Reimburs.	\$ 494.70
6	Lorraine Haskoor	1/1/24	3689	Medicare Reimburs.	\$ 494.70
7	Louis King	1/1/24	3690	Medicare Reimburs.	\$ 494.70
8	Saverio Saulino	1/1/24	3691	Medicare Reimburs.	\$ 494.70
9	Home Depot Credit Service	1/4/24	14312	Maintenane Supplies	\$ 1,414.86
10	Verizon	1/4/24	14313	Phones	\$ 172.66
11	Capital One	1/4/24	14314	Maintenane Supplies	\$ 3,722.43
12	Optimum	1/4/24	14315	TV, Phones, Internet	\$ 602.18
13	Delta Dental of New Jersey	1/12/23	Online	PH Employee Dental	\$ 1,886.51
14	Delta Dental of New Jersey	1/12/23	Online	S8 Employee Dental	\$ 826.02
15	Thomas DeSomma	1/12/23	14316	Petty Cash Reimburs.	\$ 450.10
16	DKNM Consulting, LLC	1/12/23	14317	PH Acct. Retainer	\$ 1,333.33
17	SGTS Maintenance LLC	1/12/23	14318	PH Office Cleaning	\$ 495.00
18	T-Mobile	1/12/23	14319	Cell Phones	\$ 181.75
19	AMS Ties, Inc.	1/12/23	14320	PH Background Checks	\$ 25.00
20	Jersey Elevator, LLC	1/12/23	14321	Elevator Maintenance	\$ 183.33
21	NJ PHA JIF	1/12/23	14322	PH Insurance	\$ 162,000.00
22	Interstate Waste Services	1/12/23	14323	Trash Removal	\$ 1,295.76
23	Wallington Plumbing & Heating	1/12/23	14324	Maintenane Supplies	\$ 1,793.25
24	Passaic Valley Water Commission	1/12/23	14325	Water	\$ 5,015.34
25	Purchase Power	1/12/23	14326	PH Stamps	\$ 208.99
26	Pat Kelson Associates	1/12/23	3692	S8 Inspections	\$ 920.00
27	DKNM Consulting, LLC	1/12/23	3693	S8 Acct. Retainer	\$ 1,333.33
28	AMS Ties, Inc.	1/12/23	3694	S8 Background Checks	\$ 25.00
29	Purchase Power	1/12/23	3695	S8 Stamps	\$ 208.99
30	NJ PHA JIF	1/12/23	3696	S8 Insurance	\$ 18,669.00
31	SGTS Maintenance LLC	1/12/23	3697	S8 Office Cleaning	\$ 495.00
32	Eva Gilmore	1/12/23	1529	Security Deposit Refund	\$ 100.02
33	NJ Division of Pensions and Benefits	1/16/23	Online	PH Active Employee	\$ 24,805.64
34	NJ Division of Pensions and Benefits	1/16/23	Online	S8 Active Employee	\$ 5,185.04
35	NJ Division of Pensions and Benefits	1/16/23	Online	PH Retired Employee	\$ 1,667.88
36	NJ Division of Pensions and Benefits	1/16/23	Online	S8 Retired Employee	\$ 2,918.91
37	RICOH USA, Inc.	1/18/23	14327	PH Lease	\$ 287.14
38	DavEd Fire Systems, Inc.	1/18/23	14328	NM Monitoring	\$ 219.99
39	Gannett NY/NJ	1/18/23	14329	Public Notice	\$ 177.84
40	RICOH USA, Inc.	1/18/23	3698	S8 Lease	\$ 287.13
41	CSG-NAM, LLC	1/23/24	14330	Coffee Machine Leases	\$ 96.68
42	Peckar & Abramson	1/23/24	14331	Attorney Fees	\$ 112.50
43	Passaic Valley Water Commission	1/23/24	14332	Water	\$ 4,867.14
44	BugginOut, LLC	1/23/24	14333	Exterminating Services	\$ 478.00
45	Ready Refresh	1/23/24	14334	Office Water	\$ 70.71
46	Bobcat of North Jersey	1/23/24	14335	Bobcat Maintenance	\$ 186.07
47	NJAHRA	1/23/24	14336	Membership Dues	\$ 175.00
48	Garden State Gutter Cleaning	1/23/24	14337	Leaf Cleanup	\$ 2,500.00
49					
50					
51					
52					

REPORT OF EXECUTIVE DIRECTOR:

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

AWARDED TO:		FOR:
A.		
B.		
C.		
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.		
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 <u>DOES/DO REQUIRE BOARD APPROVAL</u> SINCE YEARLY CONTRACT AMOUNT IS NOT WITHIN EXECUTIVE DIRECTOR'S THRESHOLD TO AWARD		

MOTION NEEDED TO APPROVE ABOVE-REFERENCED CONTRACT (AA/BB):

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) – claim approved for \$16,597.46 (damages/loss of rental income) less \$5,000 deductible – LHA to receive \$11,597.46
- 4. Claim pending for damages at Massey Street (\$4,620) due to S/C resident driving car into stairwell wall/brick

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

1. Update – USA Security Services, Inc. – refer to Final Inspection Report
2. Update – Submission of BCCD Application for Phase II of replacement of DVP hot water tank

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 #23-17	Fee Attorney Contract Award – May 1, 2024 – April 30, 2025
2. Resolution #23-18	Authorization to Pay Retiring Executive Director \$150 Per Hour on an as Needed Basis Beyond Retirement Date (March 1, 2024)
3. Resolution #23-19	Stipend of \$5,000 for D’Anna Avola for Additional Duties
4. Resolution #23-20	Authorization to Hire Gerald T. Reiner as LHA’s Qualified Purchasing Agent (QPA) at \$5,000 Effective March 1, 2024
5. Resolution #23-21	Settlement Agreement for Fire Watch Cost - \$32,688.
6. Resolution #23-	

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 ___