

**MINUTES OF THE REGULAR MEETING OF LODI HOUSING AUTHORITY, 50 BROOKSIDE AVENUE, LODI, NEW JERSEY AT 7:00 PM ON WEDNESDAY, JANUARY 31, 2024**

Since Chairman Robert Marra and Vice Chairman Paul V. Lynch were not in attendance, a Motion was made by Commissioner Daniel Cody and Seconded by Commissioner Steven De Nobile to have Commissioner Albert Di Chiara Chair this meeting. Upon roll call, the Board voted as follows:

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

**Call to Order:** Commissioner Di Chiara called the Regular Meeting to Order at 7:00 PM.

**Pledge of Allegiance:** Commissioner Di Chiara 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 Commissioner Di Chiara, the meeting was attended by Commissioners Daniel J. Cody, Steven De Nobile, and Robert Riley, Jr. Chairman Marra and Vice Chairman Lynch were 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 December 21, 2023. Upon Roll Call, the Board voted as follows:

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

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 December 12, 2023. Upon Roll Call, the Board voted as follows:

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

**MINUTES OF REGULAR MEETING – JANUARY 31, 2024 (cont'd)**

**Hearing of Citizens:** Since a North Main Street S/C tenant, Sharon Moran, was in attendance to be heard, a Motion was made by Commissioner Cody and Seconded by Commissioner Di Chiara to have the Hearing of Citizens before preceding with the remainder of the Agenda. Upon Roll Call, the Board voted as follows:

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

Sharon Moran informed the Board that another tenant at North Main is not picking up after her dog and also complained about the dog urinating in the “snowy” are of the flower beds. Ms. Moran was informed that the tenant would be noticed about picking up her dog’s feces but there is nothing LHA can do about the dog urinating in the “flower bed” areas. Ms. Moran made her complaints known and left the meeting.

A motion was made by Commissioner Cody and Seconded by Commissioner Di Chiara to return to the Regular Order of Business. Upon Roll Call, the Board voted as follows:

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

**Communications:**

1. Dept. of HUD notified LHA of its FYE 09/30/23 SEMAP (Section 8) Score of 100%
2. LHA submitted its MDRR reports to State of NJ
3. PIC Submission Reports – 100% (PH) and 98.41% (Section 8)

**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 December 2023 Bills Agenda was made by  
Commissioner Cody and Seconded by Commissioner Riley.**

**Upon Roll Call, the Board voted as follows:**

AYES	NAYS	ABSTAINED	ABSENT
Commissioner Cody Commissioner De Nobile Commissioner Di Chiara Commissioner Riley, Jr.	NONE	Commissioner De Nobile on #16 & #27	Chairman Marra Vice Chairman Lynch

**MINUTES OF REGULAR MEETING – JANUARY 31, 2024 (cont'd)**

**Report of Executive Director:**

1. Contract Report:

AWARDED TO:		FOR:
A.		
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. Still no response pertaining to Appeal submitted to HUD of LHA's REAC PHAS Score of 87% designating LHA as Standard Performer
3. Kitchen fire at Rennie #26 on 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 still pending for damages at Massey Street (\$4,620) due to S/C resident driving car into stairwell wall/brick
5. Executive Director suggested moving the February meeting to either 02/22/24 or 02/28/24 since the January meeting was so late in the month.

Motion was made by Commissioner Riley and Seconded by Commissioner Di Chiara to change the February meeting date. Upon Roll Call, the Board voted as follows:

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

The Recording Secretary will poll the Board to reschedule the February meeting.

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

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

**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 De Nobile.  
Upon Roll Call, the Board voted as follows:**

**MINUTES OF REGULAR MEETING – JANUARY 31, 2024 (cont'd)**

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

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-	

**Report of Commissioner:** None

**Unfinished Business:** None

**Old Business:** None

**New Business:** None

**Good & Welfare:** None

**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 Riley, Jr.	NONE	NONE	Chairman Marra Vice Chairman Lynch

**MINUTES OF REGULAR MEETING – JANUARY 31, 2024 (cont'd)**

**Motion to End Closed Session and return to Regular Order of Business was made by Commissioner De Nobile and Seconded by Commissioner Cody.  
Upon Roll Call, the Board voted as follows:**

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

**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 Riley, Jr.	NONE	NONE	Chairman Marra Vice Chairman Lynch

Meeting was Adjourned at 7:35 PM and Commissioner Di Chiara 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. 23-17**

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.

**FEE ATTORNEY CONTRACT AWARD**

**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 March/April 2019\* 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**, as Executive Director, I hereby **certify to funding availability** to retain a Fee Attorney and in the best interest of LHA, I hereby recommend that Conrad M. Olear, Esq. of 26 Merrill Drive, Mahwah, NJ 07430 be appointed to the position of Fee Attorney for the Authority’s Public Housing and Section 8 Rental Assistance Programs for a one-year contract (05/01/24-04/30/25) and further recommend extension of the Fee Attorney Contract for a 2<sup>nd</sup> year (05/01/25-04/30/26) and a 3<sup>rd</sup> year (05/01/26-04/30/27) as referenced below:

**1<sup>st</sup> Year Contract Award – May 1, 2024 thru April 30, 2025**

- \$18,000 Retainer for Public Housing Program
- \$18,000 Retainer for Section 8 Program
- \$150.00 per hour for Extraordinary Services

**2<sup>nd</sup> Year Contract Award – May 1, 2025 thru April 30, 2026**

- \$18,000 Retainer for Public Housing Program
- \$18,000 Retainer for Section 8 Program
- \$150.00 per hour for Extraordinary Services


**3<sup>rd</sup> Year Contract Award – May 1, 2026 thru April 30, 2027**

- \$18,000 Retainer for Public Housing Program
- \$18,000 Retainer for Section 8 Program
- \$150.00 per hour for Extraordinary Services

**NOW, BE IT RESOLVED**, Conrad M. Olear, Esq., is hereby appointed to said position as Fee Attorney 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 Conrad M. Olear, Esq. as Fee Attorney.

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:

Wednesday January 31, 2024

  
EXECUTIVE DIRECTOR/SECRETARY-TREASURER

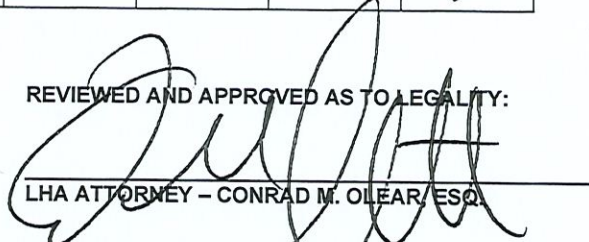
RESOLUTION NO. 23-18

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.

**AUTHORIZATION OF \$150.00 PER HOUR FOR RETIRING EXECUTIVE DIRECTOR (AS NEEDED) BEYOND RETIREMENT DATE OF MARCH 1, 2024**

**WHEREAS**, the Executive Director of Lodi Housing Authority (LHA) will be retiring effective March 1, 2024; and

**WHEREAS**, LHA may require the services of its retiring Executive Director post-retirement date of March 1, 2024, said services will be on an as needed basis.

**NOW, BE IT RESOLVED**, the LHA Board of Commissioners hereby authorizes \$150.00 per hour to be paid for any services required/performed by its retiring Executive Director after March 1, 2024.

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:

Wednesday January 31, 2024

  
EXECUTIVE DIRECTOR/SECRETARY-TREASURER

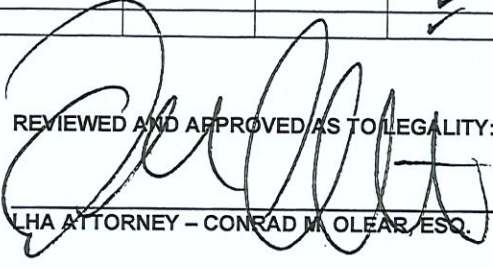
RESOLUTION NO. 23-19

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. O'LEARY, ESQ.

STIPEND OF \$5,000.00 FOR D'ANNA AVOLA FOR ADDITIONAL DUTIES

WHEREAS, the Supervisor of Accounts (NF) of Lodi Housing Authority (LHA) will be on leave from approximately 03/17/24 to approximately 08/31/24; and

WHEREAS, LHA's Sr. Housing Assistance Technician (DA) has been receiving training since January 1, 2024 to perform NF's work before and during her absence, the Executive Director recognizes the training and additional work is necessary and on a temporary basis until NF returns to work.

NOW, BE IT RESOLVED, the Executive Director hereby recommends a stipend of \$5,000 be paid to DA for these additional work assignments.

NOWE, THEREFORE, BE IT FURTHER RESOLVED, the Board of Commissioners hereby approves and authorizes said stipend 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:

Wednesday January 31, 2024



EXECUTIVE DIRECTOR/SECRETARY-TREASURER



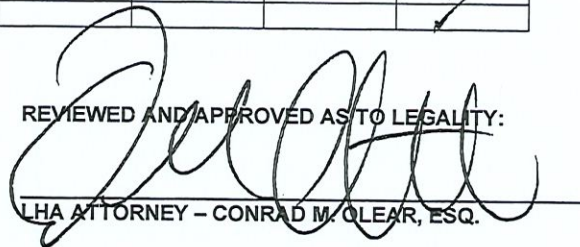
**RESOLUTION NO. 23-20**

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.

**AUTHORIZATION TO HIRE GERALD T. REINER AS LHA'S QUALIFIED PURCHASING AGENT (QPA) AT \$5,000 EFFECTIVE MARCH 1, 2024**

**WHEREAS**, Lodi Housing Authority (LHA) Board of Commissioners (Board), in compliance with NJSA 40A:11-1 et.seq. (and NJSA 40A:11-3 and 11-9b), desires to increase its Public Bidding Threshold to \$44,000.00; and

**WHEREAS**, the Executive Director has solicited such professional service of QPAs and further certifies LHA Funding Availability to retain such services; and

**WHEREAS**, Gerald T. Reiner, 105 Bergen Avenue, Teaneck, NJ 07666 is a QPA (certification attached) and has expressed interest to serve as LHA's QPA on a as needed basis; and

**WHEREAS**, as Executive Director, I hereby recommend Gerald T. Reiner, CPA, QPA be retained at \$5,000.00 (payable quarterly), effective March 1, 2024, enabling LHA's Public Bidding Threshold be \$44,000.00 which would further establish LHA's quotation pricing to be \$6,600.00.

**NOW, BE IT RESOLVED**, the Board hereby authorizes the hiring of QPA (Gerald T. Reiner, CPA, QPA) as referenced herein to be effective March 1, 2024 and further authorizes the Executive Director to execute any and all contract documents necessary.

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:

*Wednesday January 31, 2024*



EXECUTIVE DIRECTOR/SECRETARY-TREASURER

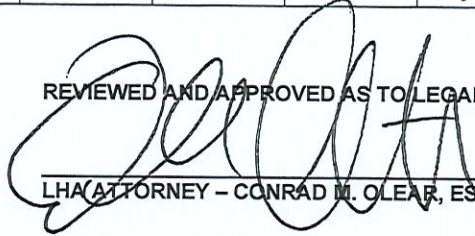
RESOLUTION NO. 23-21

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.

SETTLEMENT FOR FIRE WATCH COST (\$32,688.00)

WHEREAS, Lodi Housing Authority (LHA) Board of Commissioners (Board), has been previously notified by the Borough of Lodi Fire Marshal Paul Wanco of Fire Watch Costs (\$45,000); and

WHEREAS, the Fire Watch Costs pertaining to LHA’s Rennie Place and Massey Street Senior Citizen Complexes; and

WHEREAS, LHA Counsel and Borough of Lodi Fire Prevention Bureau, Lodi Fire Department, and Borough of Lodi mutually agreed to a Full Settlement of \$32,688.00 (see attached email dated 01/26/24; and

WHEREAS, it is the Board’s further understanding that upon acceptance of this Full Settlement of \$32,688.00 the Borough of Lodi or its Fire Marshal will waive any fees, fines, penalties; administrative fees, etc.

NOW, BE IT RESOLVED, the Board hereby agrees to this Full Settlement of \$32,688.00 as referenced herein to be payable to the Borough of Lodi Fire Department.

NOW, THEREFORE, BE IT FURTHER RESOLVED, the Board authorizes its Counsel to prepare a Full Settlement Agreement as referenced herein and further authorizes the Executive Director to execute any and all related documents necessary.

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:

Wednesday January 31, 2024



EXECUTIVE DIRECTOR/SECRETARY-TREASURER