

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 ___ Mobilio ___ Riley ___ Lynch ___ Marra ___
Acting Executive Director ___ Attorney ___ Assistant Executive Director/Recording Secretary ___

BIDS: None

APPROVAL OF MINUTES:

- **Reorganization Meeting – May 23, 2024:** Motion: _____ Seconded: _____
Cody ___ De Nobile ___ Di Chiara ___ Mobilio ___ Riley ___ Lynch ___ Marra ___
- **Regular Meeting – May 23, 2024:** Motion: _____ Seconded: _____
Cody ___ De Nobile ___ Di Chiara ___ Mobilio ___ Riley ___ Lynch ___ Marra ___
- **Closed Meeting – May 23, 2024:** Motion: _____ Seconded: _____
Cody ___ De Nobile ___ Di Chiara ___ Mobilio ___ Riley ___ Lynch ___ Marra ___

COMMUNICATIONS:

1. Congratulations to Albert Di Chiara on his re-appointment as LHA Commissioner (6/2024-06/2029)
2. Welcome New Commissioner Anthony Mobilio (06/2024-06/2026) – finishing the term vacated by Marc Schrieks – Congratulations!
3. Monthly PIC Submissions – Public Housing @100% and Section 8 @99.3%

REPORT OF ATTORNEY:

REPORT OF ACCOUNTANT:

REPORT OF SECURITY:

MONTHLY BILLS – PH & S-8:

REPORT OF EXECUTIVE DIRECTOR:

REPORT OF ASSISTANT EXECUTIVE DIRECTOR/HOUSING MANAGER/HRO:

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 ___ Mobilio ___ 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

REPORT OF ACTING EXECUTIVE DIRECTOR:

1. CONTRACT REPORT:

| 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 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/BB):

Motion: _____ Seconded: _____

Cody ____ De Nobile ____ Di Chiara ____ Mobilio ____ Riley ____ Lynch ____ Marra ____

- 2. Still No Response – Notification by REAC PHAS Score (Physical Inspection) – 89% designating LHA as **Standard** Performer – still awaiting appeal response – follow up emails sent 01/2024, 03/2024, 04/2024, 5/2024, and 6/2024 by Assistant Executive Director
- 3. Admin Building painted (1 side and back wall) – to be discussed
- 4. Going out for prices on resurfacing parking lot around Admin Building – to be discussed
- 5. New digital sign at DVP Complex – to be discussed
- 6. Discuss new HVAC at DVP Complex – to be discussed
- 7. Planning on opening waiting list again in July/August – applications will be distributed via USPS to all Lodi Residents – to be discussed
- 8. Executive Director recommends adjourning the July & August Meetings for the Summer with Board’s Authorization to pay bills and report such on September Meeting Agenda:

***Motion needed to Adjourn the July & August Meetings and Authorize Payment of Bills:**

Motion: _____ Seconded: _____

Cody ____ De Nobile ____ Di Chiara ____ Mobilio ____ Riley ____ Lynch ____ Marra ____

MONTHLY BILLS AGENDA -- JUNE 2024

PUBLIC HOUSING & SECTION 8

DISBURSEMENT AS REFLECTED IN PAYROLL PERIOD

5/12/24 - 5/25/24 THRU 5/26/24 - 6/8/24

ARE HEREBY APPROVED

| | CHECK PAYABLE TO | DATE | CHK # | EXPLANATION | AMOUNT |
|----|-------------------------------------|---------|--------|--------------------------|--------------|
| 1 | Purchase Power | 5/28/24 | 14513 | Postage | \$ 208.99 |
| 2 | Gary Luna | 5/28/24 | 14514 | Petty Cash Reimbursement | \$ 411.79 |
| 3 | Optimum | 5/29/24 | 14515 | TV/Phone/Internet | \$ 601.59 |
| 4 | Home Depot Credit Services | 5/29/24 | 15416 | Maintenance Supplies | \$ 1,109.08 |
| 5 | Servpro of Fair Lawn | 6/3/24 | 14517 | Cleaning Services | \$ 350.00 |
| 6 | Verizon | 6/4/24 | 14518 | Verizon | \$ 197.35 |
| 7 | T. Mobile | 6/5/24 | 14519 | Cell Phones | \$ 181.12 |
| 8 | RICOH USA, Inc. | 6/12/24 | 14520 | PH Lease | \$ 287.14 |
| 9 | RICOH USA, Inc. | 6/12/24 | 3739 | S8 Lease | \$ 287.13 |
| 10 | Delta Dental | 6/13/24 | Online | PH Employee Dental | \$ 2,040.31 |
| 11 | Delta Dental | 6/13/24 | Online | S8 Employee Dental | \$ 826.02 |
| 12 | NJ Division of Pension and Benefits | 6/14/24 | Online | PH Active Employees | \$ 22,239.04 |
| 13 | NJ Division of Pension and Benefits | 6/14/24 | Online | S8 Active Employees | \$ 5,185.04 |
| 14 | NJ Division of Pension and Benefits | 6/14/24 | Online | PH Retired Employees | \$ 2,501.86 |
| 15 | NJ Division of Pension and Benefits | 6/14/24 | Online | S8 Retired Employees | \$ 2,918.91 |
| 16 | Passaic Valley Water Commission | 6/20/24 | 14521 | Water | \$ 5,880.00 |
| 17 | Capital One | 6/20/24 | 14522 | Maintenance Supplies | \$ 7,045.44 |
| 18 | Ace Lock & Key | 6/20/24 | 14523 | Keys and Locks | \$ 190.00 |
| 19 | AMS Ties | 6/21/24 | 14524 | PH Background Checks | \$ 95.00 |
| 20 | Buggin' Out | 6/21/24 | 14525 | Exterminator | \$ 478.00 |
| 21 | Graphically Speaking | 6/21/24 | 14526 | Maintenance Uniforms | \$ 242.00 |
| 22 | Movers 201 | 6/21/24 | 14527 | Moving Services | \$ 984.00 |
| 23 | CSG-NAM | 6/21/24 | 14528 | Coffee Machine Leases | \$ 24.17 |
| 24 | W.B. Mason | 6/21/24 | 14529 | Office Supplies | \$ 642.64 |
| 25 | SGTS Maintenance, LLC | 6/21/24 | 14530 | PH Office Cleaning | \$ 495.00 |
| 26 | DKNM Consulting, LLC | 6/21/24 | 14532 | PH Accounting Retainer | \$ 1,333.33 |
| 27 | Billy V's Unique Landscaping | 6/21/24 | 14533 | DVP Landscaping | \$ 2,400.00 |
| 28 | Millenium Mechanical, LLC | 6/21/24 | 14534 | Air Conditioning Repair | \$ 1,107.00 |
| 29 | Rob's Automotive | 6/21/24 | 14535 | Pickup Front Brakes | \$ 756.65 |
| 30 | Ricciardi Bros. | 6/21/24 | 14536 | Painting Supplies | \$ 1,287.23 |
| 31 | Mazteck IT | 6/21/24 | 14537 | PH IT services | \$ 960.09 |
| 32 | Jersey Elevator, Inc. | 6/21/24 | 14538 | Elevator Contract Cost | \$ 183.33 |
| 33 | Jay-Bee Flooring, LLC | 6/21/24 | 14539 | Floor Repair | \$ 1,984.00 |
| 34 | Interstate Waste Services | 6/21/24 | 14540 | Trash Removal | \$ 1,295.76 |
| 35 | Mollica Electric | 6/21/24 | 14541 | Electrical Work | \$ 880.00 |
| 36 | Mazteck IT | 6/21/24 | 3740 | S8 IT Services | \$ 960.09 |
| 37 | SGTS Maintenance, LLC | 6/21/24 | 3741 | S8 Office Cleaning | \$ 495.00 |
| 38 | DKNM Consulting, LLC | 6/21/24 | 3742 | S8 Accounting Retainer | \$ 1,333.33 |
| 39 | AMS Ties | 6/21/24 | 3743 | S8 Background Checks | \$ 190.00 |
| 40 | | | | | |
| 41 | | | | | |
| 42 | | | | | |
| 43 | | | | | |

REPORT OF ASSISTANT EXECUTIVE DIRECTOR/HOUSING MANAGER/HRO:

1. PHA Annual Plan/5-Year Plan (FYS 10/01/24) has been completed and will be submitted to HUD after approval by Board at this meeting
2. LHA's ACOP & Admin Plan are still being revised/updated by outside Consulting Services firm – met with firm on 04/23/24 to review HUD mandated HOTMA updates
3. FYE 09/30/23 Independent Public Audit completed and distributed to all Commissioners – will be submitted after approval by Board at this meeting

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 #23-40 | Authorization to Change Authorized Signer for State of NJ Cash Management Fund |
| 2. Resolution #23-41 | PHA Plan Certification & Approval – FYS 10/01/24 |
| 3. Resolution #23-42 | Certifying Resolution – Commissioners’ Receipt of FYE 09/30/23 Independent Public Audit (IPA) |
| 4. Resolution #23-43 | Approval of PH/S8 Operating Budgets – FY 10/01/24-09/30/25 |
| 5. Resolution #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 ____ Mobilio ____ 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 ____ Mobilio ____ Riley ____ Lynch ____ Marra ____