

MINUTES OF THE REGULAR
MEETING OF THE HOUSING
AUTHORITY OF THE BOROUGH
OF LODI, HELD ON THURSDAY,
APRIL 16, 2015 AT THE HOUSING
AUTHORITY OF THE BOROUGH OF
LODI, 50 BROOKSIDE AVENUE,
LODI, NEW JERSEY

Chairman Marra called the Regular Meeting to order at 7:00 P.M.

This meeting has been publicly advertised in compliance with the Open Public Meeting Act and is being tape-recorded.

Upon call of the roll, the following Commissioners were found to be present and absent. Present were Chairman Robert Marra, Commissioners Daniel Cody, Paul Vincent Lynch, Allen Riley. Also present were Thomas DeSomma, Executive Director, Conrad M. Olear Esq., Gary Luna, Deputy Executive Director, Lenore Morrell, Secretary. Absent were: Commissioners Albert Di Chiara, Gerald Woods, Vincent Caruso.

BIDS: NONE

A motion was made by Commissioner Cody and seconded by Commissioner Riley to Approve the Minutes of the Regular Meeting of March 26, 2015. Upon call of the roll, the Commissioners vote was as follows:

AYES	NAYS
Commissioner Cody	
Commissioner Lynch	NONE
Commissioner Riley	
Commissioner Marra	

COMMUNICATIONS:

1. Response to Eva Grecco (DVP #16D) on OPRA Request.
2. E-mail confirmation to Valley National Bank (R. Fraser VP) – reimbursement of LHA's 3rd party payroll cost
3. FYE 09/30/14 IPA – completed & distributed – will be placed on LHA website
4. FYE 09/30/14 IPA –Synopsis – will be in newspaper and on LHA website

REPORT OF ATTORNEY:

Rosa Garcia (DVP-9B) [REDACTED]

Karen Young (DVP #9A) [REDACTED]

NEW/Ongoing- J. Shepstone (DVP#19C) – [REDACTED]

MINUTES REGULAR MEETING - APRIL 16, 2015 – PAGE 2:

A motion was made by Commissioner Cody and seconded by Commissioner Riley to go into Closed Session pertaining to Ongoing & Possible Litigation. Upon call of the roll, the Commissioners Vote was as follows:

AYES	NAYS
Commissioner Cody	
Commissioner Lynch	NONE
Commissioner Riley	
Commissioner Marra	

A discussion followed pertaining to the following

Ongoing – Eva Grecco (DVP #15D)

Ongoing - Christina (Johanneman (Former Section 8 Participant

Ongoing - M. Rouf Section 8 Participant

A motion was made by Commissioner Cody and seconded by Commissioner Riley to end Closed Session and Return to Regular Order of Business. Upon call of the roll, the Commissioners vote was as follows:

AYES	NAYS
Commissioner Cody	
Commissioner Lynch	NONE
Commissioner Riley	
Commissioner Marra	

REPORT OF ACCOUNTANT – NONE:

REPORT OF SECURITY – NONE:

A motion was made by Commissioner Cody and seconded by Commissioner Riley to pay the monthly bills for Public Housing and Section 8 Rent Subsidy. Upon call of the roll, the Commissioners vote was as follows:

AYES	NAYS
Commissioner Cody	
Commissioner Lynch	NONE
Commissioner Riley	
Commissioner Marra	

REPORT OF EXECUTIVE DIRECTOR

Approximate interest earned to April 2015 is total of \$915.00+

CONTRACT REPORT – NONE

Failure to report income:

~ Desarie Bravo (DVP#17B) – arrearage paid in full

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

To date there are 446 HCV/8 Participants presently on the program

Deputy Executive Director – update discussion on the possibility of implementing direct
deposit and/or pick-up by landlords of Housing Assistance Payment checks

RESOLUTION NO. 14-13

FEE ACCOUNTANT – ONE YEAR CONTRACT AWARD MAY 1, 2015 THRU APRIL 20, 2016

SEE COPY ATTACHED:

The foregoing Resolution was proposed by Commissioner Cody and seconded by
Commissioner Riley. Upon call of the roll, the Commissioners vote was as follows:

AYES	NAYS
Commissioner Cody	
Commissioner Lynch	NONE
Commissioner Riley	
Commissioner Marra	

RESOLUTION NO. 14-14

FEE ATTORNEY – ONE YEAR CONTRACT AWARD – MAY 1, 2015 TO APRIL 30, 2016

SEE COPY ATTACHED

The foregoing Resolution was proposed by Commissioner Cody and seconded by
Commissioner Lynch. Upon call of the roll, the Commissioners vote was as follows:

AYES	NAYS
Commissioner Cody	
Commissioner Lynch	NONE
Commissioner Riley	
Commissioner Marra	

RESOLUTION NO. 94-15

CERTIFYING RESOLUTION – COMMISSIONERS' RECEIPT OF FYE 09/30/14 INDEPENDENT
PUBLIC AUDIT (IPA)

SEE ATTACHED COPY

The foregoing Resolution was proposed by Commissioner Cody and
seconded by Commissioner Riley. Upon call of the roll, the Commissioners vote was as
follows:

AYES	NAYS
Commissioner Cody	
Commissioner Lynch	None
Commissioner Riley	
Commissioner Marra	

RESOLUTION NO. 94-16

RENT WRITE-OFF FYE 09/30/2015

SEE ATTACHED COPY

The foregoing Resolution was proposed by Commissioner Lynch and seconded by Commissioner Cody. Upon call of the roll, the Commissioners vote was as follows:

AYES	NAYS
Commissioner Cody	
Commissioner Lynch	NONE
Commissioner Riley	
Commissioner Marra	

REPORT OF COMMISSIONERS: NONE:

OLD BUSINESS: NONE

NEW BUSINESS: NONE

GOOD & WELFARE: NONE

HEARING OF CITIZENS: NONE:

UNFINISHED BUSINESS: NONE:

A motion was made by Commissioner Cody and Seconded by Commissioner Riley at 7:25 P.M. to adjourn the meeting. Upon call of the roll, the Commissioners vote was as follows:

AYES	NAYS
Commissioner Cody	
Commissioner Lynch	NONE
Commissioner Riley	
Commissioner Marra	


THOMAS DeSOMMA
Executive Director


ROBERT MARRA
Chairman

CHECK PAYABLE TO	DATE	CHK #	EXPLANATION	AMOUNT	
DISBURSEMENT AS REFLECTED IN PAYROLL PERIOD					
<u>3/15/15 thru 3/28/15 AND 3/29/15 thru 4/11/15</u>					
ARE HEREBY APPROVED					
1	NJ NAHRO (for Wally)	03/25/15	2617	Training	\$ 250.00
2	NJ NAHRO (for Carmen)	03/25/15	2618	Training	\$ 250.00
3	Ams Ties, Inc.	04/01/15	9902	Background Checks - (PH)	\$ 40.00
4	Home Depot Credit Service	04/09/15	9903	Electrical parts / shower door parts	\$ 131.85
5	U.S. Overall Cleaners	04/09/15	9904	Uniform Cleaning	\$ 510.00
6	Ace Lock & Key Shop	04/09/15	9905	Keys (5)	\$ 9.25
7	Complete Saw Service	04/09/15	9906	Snow Blower Repair	\$ 369.65
8	Direct Supplies Warehouse	04/09/15	9907	Bulbs (back order)	\$ 193.26
9	Aa Chem-Dry Of North Jersey	04/09/15	9908	Carpets cleaned - Rennie #5	\$ 285.00
10	Jersey Elevator Co., Inc.	04/09/15	9909	DVP Elevator repair	\$ 1,062.90
11	Jay Bee Flooring, Llc	04/09/15	9910	Refinish hardwood floor (8-D)	\$ 769.00
12	Business Card	04/09/15	9911	Screws / Stock	\$ 57.92
13	Verizon Wireless	04/09/15	9912	Phones	\$ 435.40
14	Wallington Plumbing & Heating	04/09/15	9913	Repairs on N. Main Boiler Room	\$ 346.44
15	Dor-Win Mfg.	04/09/15	9914	Window Repair	\$ 672.00
16	Acuity Specialty Products, Inc.	04/09/15	9915	Maint Shop Cleaning Supplies / Stock	\$ 2,540.43
17	Ricciardi Brothers-Maplewood	04/09/15	9916	Paint / Supplies	\$ 281.45
18	W.B. Mason Co., Inc.	04/09/15	9917	Toner / Stapler (fc)	\$ 598.95
19	Siegel'S Hardware	04/09/15	9918	Calcium Chloride	\$ 173.62
20	Millennium Mechanical, Llc	04/09/15	9919	No Heat DVP (exp tanks)	\$ 698.00
21	Wilmar	04/09/15	9920	Light bulbs / Door closers	\$ 561.94
22	Interstate Waste Services Of Ne	04/09/15	9921	Scavenger Service (Seniors)	\$ 842.55
23	Garfield Lumber & Millworks, Inc	04/09/15	9922	Closet shelf, pole, bracket	\$ 41.22
24	Verizon	04/09/15	9923	Phones	\$ 30.41
25	American Messaging	04/09/15	9924	Emergency beepers	\$ 38.75
26	Swift Electrical Supply Company	04/09/15	9925	Lights / Breakers	\$ 210.56
27	General Electric Company - Ge	04/09/15	9926	Service call on Rennie PI stove	\$ 130.00
28	Sgts . Maintenance, Llc	04/09/15	9927	April Office Cleaning	\$ 880.00
29	North Jersey Media Group	04/09/15	9928	The Record -- Public Notices	\$ 458.18
30	Francis J. Mc Connell	04/09/15	9929	Audit of FYE 9/30/14	\$ 4,200.00
31	Noreika Service Station	04/13/15	9930	Fuel - (PH)	\$ 644.00
32	Passaic Valley Water Commiss	04/13/15	9931	Water Bill (March & April)	\$ 10,364.97
33	Ams Ties, Inc.	04/01/15	2619	Background Checks -- (S8)	\$ 20.00
34	W.B. Mason Co., Inc.	04/09/15	2620	Sec 8 Office Supplies/Stock	\$ 497.17
35	3G Software Technology, Inc.	04/09/15	2621	Hap Checks / Postage	\$ 1,730.01
36	Francis J. Mc Connell	04/09/15	2622	Audit of FYE 9/30/14	\$ 4,200.00
37	Noreika Service Station	04/13/15	2623	Fuel - (S8)	\$ 105.00
38	S.H.B.P Health Benefits	04/13/15	online	Acive Employees	\$ 21,718.60
39	S.H.B.P Health Benefits	04/13/15	online	Section 8	\$ 5,859.75
40	Employee Contrib to PERS	04/13/15	online	PH & S8	\$ 6,579.14
41	Strasser & Associates, P.C.	04/14/15	9932	2001 Buick Registration	\$ 1,966.66
42	Ricoh Usa, Inc	04/14/15	9933	2003 Buick Registration	\$ 263.59
43	Hvac Pro	04/14/15	9934	Legal Retainer / Extra Lit	\$ 365.00
44	Wallace Nowosielecki	04/14/15	9935	Ricoh Copier	\$ 1,166.66
45	Direct Supplies Warehouse	04/14/15	9936	Staff Training - Licata	\$ 109.50
46	Nj Motor Vehicle Commission	04/14/15	2624	PH April Accountant Fees	\$ 71.50
47	Nj Motor Vehicle Commission	04/14/15	2625	32w Bulbs	\$ 46.50
48	Strasser & Associates, P.C.	04/14/15	2626	Sec 8 Legal Retainer	\$ 1,166.66
49	Wallace Nowosielecki	04/14/15	2627	Sec 8 Accountant Fee	\$ 1,166.67

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RESOLUTION NO. 14-13

Governing Body Recorded Vote – Members:

	<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>	<u>Absent</u>
m Commissioner D. Cody	✓			
Commissioner A. Di Chiara			✓	
Commissioner P. Lynch	✓			
S Commissioner A. Riley	✓			
Commissioner G. Woods			✓	
Commissioner V. Caruso	✓		✓	
Commissioner R. Marra				

Approved Denied

REVIEWED AND APPROVED AS TO LEGALITY:


LHA ATTORNEY – CONRAD M. O'CLEAR, ESQ.

**FEE ACCOUNTANT – ONE-YEAR CONTRACT AWARD
MAY 1, 2015 THRU APRIL 30, 2016**

As the Executive Director/Secretary-Treasurer of Lodi Housing Authority and in compliance with NJSA 40:A11-3, 40A:11-4, covering awards/solicitations for Professional Services, I hereby certify that the Lodi Housing Authority advertised for such professional services in March 2013 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;

I hereby recommend that Wallace Nowosielecki, CPA, of One Garners Lane, Elmwood Park, New Jersey 07407 be appointed to the position of Fee Accountant for the Authority's Public Housing and Section 8 Rental Assistance Programs as follows:

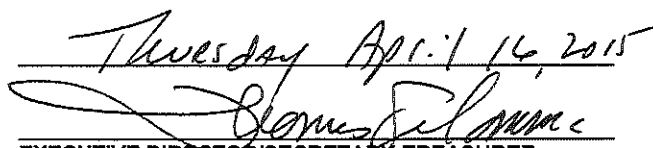
One-Year Contract Award – May 1, 2015 thru April 30, 2016:

- \$14,000 Retainer for Public Housing Program
- \$14,000 Retainer for Section 8 Program
- \$75.00 per hour for Extraordinary Services

NOW, BE IT RESOLVED, by the Housing Authority, Wallace Nowosielecki, CPA, be and is hereby appointed to said position as Fee Accountant as defined in the preceding breakdown.

NOW, BE IT FURTHER RESOLVED, the Executive Director is hereby authorized to execute any and all related contract documents pertaining to said appointment of Wallace Nowosielecki, CPA as Fee Accountant.

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 April 16, 2015

EXECUTIVE DIRECTOR/SECRETARY-TREASURER

RESOLUTION NO. 14-14

Governing Body Recorded Vote – Members:

	<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>	<u>Absent</u>
M Commissioner D. Cody	✓			
Commissioner A. Di Chiara			✓	
S Commissioner P. Lynch	✓			
Commissioner A. Riley	✓			
Commissioner G. Woods	✓		✓	
Commissioner V. Caruso			✓	
Commissioner R. Marra	✓			

Approved Denied

REVIEWED AND APPROVED AS TO LEGALITY:

Conrad M. Olear
 LHA ATTORNEY – CONRAD M. OLEAR, ESQ.

**FEE ATTORNEY – ONE-YEAR CONTRACT AWARD
 MAY 1, 2015 THRU APRIL 30, 2016**

As the Executive Director/Secretary-Treasurer of Lodi Housing Authority and in compliance with NJSA 40:A11-3, 40A:11-4, covering awards/solicitations for Professional Services, I hereby certify that the Lodi Housing Authority advertised for such professional services in March 2013 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;

I hereby recommend that Conrad M. Olear, Esq., of Seven East Ridgewood Avenue, Paramus, New Jersey 07652 be appointed to the position of Fee Attorney for the Authority's Public Housing and Section 8 Rental Assistance Programs as follows:

One-Year Contract Award – May 1, 2015 thru April 30, 2016:

- \$14,000 Retainer for Public Housing Program
- \$14,000 Retainer for Section 8 Program
- \$100.00 per hour for Extraordinary Services

NOW, BE IT RESOLVED, by the Housing Authority, Conrad M. Olear, Esq. be and is hereby appointed to said position as Fee Attorney as defined in the preceding breakdown.

NOW, BE IT FURTHER RESOLVED, 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:

Thursday Apr. 16 2015
[Signature]
 EXECUTIVE DIRECTOR/SECRETARY-TREASURER

RESOLUTION NO. 14-15

Governing Body Recorded Vote – Members:

	<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>	<u>Absent</u>
M Commissioner D. Cody	✓			
Commissioner A. Di Chiara	✓		✓	
Commissioner P. Lynch	✓			
S Commissioner A. Riley	✓			
Commissioner G. Woods			✓	
Commissioner V. Caruso			✓	
Commissioner R. Marra	✓			

Approved Denied

REVIEWED AND APPROVED AS TO LEGALITY:

LHA ATTORNEY – CONRAD M. O'LEARY, ESQ.

CERTIFYING RESOLUTION – COMMISSIONERS' RECEIPT OF FYE 09/30/14 INDEPENDENT PUBLIC AUDIT (IPA)

WHEREAS, NJSA 40A:5A-15 requires the governing body of each local authority to cause an annual audit of its accounts to be made; and

WHEREAS, the annual audit report for fiscal year ending September 30, 2014 has been completed and filed with the NJDCA pursuant to NJSA 40A:5A-15; and

WHEREAS, NJSA 40A:5A-17, requires the governing body of each authority to, within 45 days of receipt of the annual audit, certify by resolution to the Local Finance Board that each member thereof has personally reviewed the annual audit report, and specifically the sections of the audit report entitled "General Comments" and "Recommendations," and has evidenced same by group affidavit in the form prescribed by the Local Finance Board; and

WHEREAS, the members of the governing body have received the annual audit and have personally reviewed the annual audit, and have specifically reviewed the sections of the annual audit report entitled "General Comments" and "Recommendations," in accordance with NJSA 40A:5A-17;

NOW, THEREFORE BE IT RESOLVED, that the governing body of the Lodi Housing Authority hereby certifies to the Local Finance Board of the State of New Jersey that each governing body member has personally reviewed the annual audit report for the fiscal year ended September 30, 2014, and specifically has reviewed the sections of the audit report entitled "General Comments" and "Recommendations," and has evidenced same by group affidavit in the form prescribed by the Local Finance Board.

BE IT FURTHER RESOLVED, that the Secretary of the Authority is hereby directed to promptly submit to the Local Finance Board the aforesaid group affidavit, accompanied by a certified true copy of this resolution.

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 April 16, 2015

EXECUTIVE DIRECTOR/SECRETARY-TREASURER



LODI HOUSING AUTHORITY

A HUD SPONSORED PUBLIC HOUSING AGENCY

50 Brookside Avenue, Lodi, New Jersey 07644

TEB
15

THOMAS DeSOMMA
Executive Director/ Secretary Treasurer
973-470-3650 – Fax 973-778-1429

April 16, 2015

HOUSING AUTHORITY OF THE BOROUGH OF LODI INDEPENDENT PUBLIC AUDIT (IPA) FYE 09/30/14

We hereby Certify that we have received a copy of FYE 09/30/14 IPA as prepared by Francis J. McConnell, Certified Public Accountant.

We further Certify that this FYE 09/30/14 IPA has been presented and placed on the April 16, 2015 Regular Meeting Agenda by the Executive Director of the Housing Authority of the Borough of Lodi.

Robert Marra, Chairman

4/16/2015

Date

Albert Di Chiara, Commissioner

4/21/2015

Date

Vincent J. Caruso, Vice Chairman

4/27/15

Date

Paul V. Lynch, Commissioner

4-16-15

Date

Daniel Cody, Commissioner

4/16/2015

Date

Allen F. Riley, Commissioner

4-16-15

Date

Gerald Woods, Commissioner

4/27/15

Date

ATTESTED:

Conrad M. Olear, Esq.

4/16/15
Date

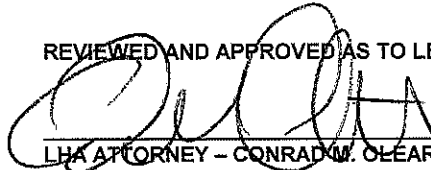
RESOLUTION NO. 14-16

Governing Body Recorded Vote – Members:

	<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>	<u>Absent</u>
S Commissioner D. Cody	✓			
Commissioner A. Di Chiara			✓	
M Commissioner P. Lynch	✓			
Commissioner A. Riley	✓			
Commissioner G. Woods			✓	
Commissioner V. Caruso			✓	
Commissioner R. Marra	✓			

Approved Denied

REVIEWED AND APPROVED AS TO LEGALITY:


 LHA ATTORNEY – CONRAD M. O'LEARY, ESQ.

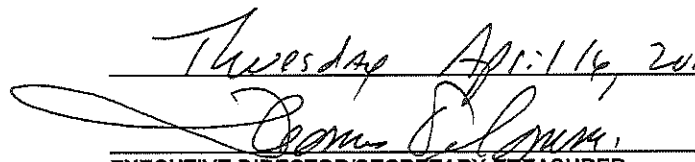
RENT WRITE-OFF FYE 09/30/15

WHEREAS, former tenants listed below left balances due Lodi Housing Authority thus requiring the balances below to be written off as uncollectible; and

NOW, THEREFORE BE IT RESOLVED, by the Board of Commissioners of Lodi Housing Authority that the total amount of \$692.82 due from said Resident(s) be and is hereby "written off" as uncollectible and shall be taken off the Accounts Receivable Books as of FYE 09/30/15.

FORMER TENANT	COMPLEX	AMOUNT	REASON
John Shugrue	Apt. #5 Rennie Place Senior Citizen Complex	\$459.34	Placed in Nursing Home
Grace Amoresano	Apt. #3B De Vries Park Family Complex	\$190.00	Deceased
David L'Hommedieu	Apt. #40 Massey Street Senior Citizen Complex	\$43.48	Placed in Nursing Home
TOTAL:		\$692.82	

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 April 16, 2015

 EXECUTIVE DIRECTOR/SECRETARY-TREASURER

Cc: Frank Ciliberto, Sr. Hsg. Asst. Tech-In Charge
 Wallace Nowosielecki, CPA, Fee Account
 Former Residents' Files