

**MINUTES OF THE REGULAR MEETING OF LODI HOUSING AUTHORITY, 50 BROOKSIDE AVENUE, LODI, NEW JERSEY AT 7:00 PM ON THURSDAY, OCTOBER 17, 2024**

**Call to Order:** Chairman Paul V. Lynch called the Regular Meeting to Order at 7:03 PM.

**Pledge of Allegiance:** Chairman Lynch asked everyone to stand for the Pledge of Allegiance, and after the Pledge, the 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 Chairman Lynch, the meeting was attended by Vice Chairman Albert Di Chiara and Commissioners Daniel J. Cody, Steven De Nobile, Robert Marra, Anthony Mobilio, Jr. and Robert Riley, Jr. No one was absent.

The Meeting was also attended by Lodi Housing Authority Attorney Conrad M. Olear, Esq., Executive Director/Secretary Treasurer Gary Luna, and Assistant Executive Director/HRO & Recording Secretary Carol A. Ferrara.

**Bids:** None

**Approval of Minutes:**

**Motion was made by Commissioner Marra and Seconded by Commissioner Cody to approve the Minutes of the Regular Meeting held on September 19, 2024. Upon Roll Call, the Board voted as follows:**

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

**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 September 19, 2024. Upon Roll Call, the Board voted as follows:**

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

**Communications:**

- Note from DVP Resident complimenting Assistant Executive Director/HRO

**Report of Attorney:**

**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.

**MINUTES OF REGULAR MEETING – OCTOBER 17, 2024 (cont'd)**

**Bills Agenda:**

**Motion to Approve the October 2024 Bills Agenda was made by Vice Chairman Di Chiara and Seconded by Commissioner Cody. Upon Roll Call, the Board voted as follows:**

AYES	NAYS	ABSTAINED	ABSENT
Commissioner Cody Commissioner De Nobile* Commissioner Marra Commissioner Mobilio Commissioner Riley Vice Chairman Di Chiara Chairman Lynch	NONE	*Commissioner De Nobile on #48 & #56	NONE

**Report of Executive Director:**

1. Contract Report:

- a. A&W Fence Corp. – Repair Fence/Posts & Replace Slats at all Sites
- b. Holes Infrastructure Solutions – Repainting of Repatched Areas (asphalt) on Walking Track at Administration Building & Repairing/Resealing the Bell Avenue Parking Lot
- c. Visual Graphics Systems, Inc. – Phase 2 Fabrication/Installation of New LHA Signs at DVP & North Main Street Complexes – Motion was Made by Vice Chairman Di Chiara and Seconded by Commissioner Riley to approve this Contract – Approved by all Commissioners

- 2. Advertisement to re-bid on DVP Domestic Hot Water Tank project
- 3. Executive Director mandate on employee workplace conflict training through JIF
- 4. Additional camera to be installed in Maintenance Shop (kitchen area)
- 5. Window replacement at DVP Bldgs. #16-21

**Report of Assistant Executive Director/HRO:**

- 1. LHA’s ACOP & Admin Plan – still waiting to review draft – delayed due to HOTMA updates
- 2. Email from North Main S/C Resident complimenting FC & “his guys”
- 3. Email from family of former Massey Street Resident (Age 99) on the 2<sup>nd</sup> anniversary of her mom’s passing – complimenting LHA on taking care of her mother
- 4. Phone call received from North Main Street S/C Resident complimenting new Maintenance employee (BVI) on the installation of her new stove

**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.)

- 1. Resolution #24-01 – Approval of CY 2025 Board Meeting Dates
- 2. Resolution #24-02 – Designation of Fund Commissioner for NJPHA JIF for Fund Year 2025
- 3. Resolution #24-03 – NJPHA JIF Consultant Agreement – CY 2025 Acrisure LLC (Scirocco Grp)

**Motion to Approve Resolutions by Consent Agenda was made by Commissioner De Nobile and Seconded by Vice Chairman Di Chiara. Upon Roll Call, the Board voted as follows:**

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

**Report of Commissioner:** None  
**Unfinished Business:** None  
**Old Business:** None

**MINUTES OF REGULAR MEETING – OCTOBER 17, 2024 (cont'd)**

**New Business:** None

**Good & Welfare:** None

**Hearing of Citizens:** None

**Closed Session:**

**Motion to End Regular Order of Business and go into Closed Session was made by Commissioner Cody and Seconded by Vice Chairman Di Chiara.  
Upon Roll Call, the Board voted as follows:**

<b>AYES</b>	<b>NAYS</b>	<b>ABSTAINED</b>	<b>ABSENT</b>
Commissioner Cody Commissioner De Nobile Commissioner Marra Commissioner Mobilio Commissioner Riley Vice Chairman Di Chiara Chairman Lynch	NONE	NONE	NONE

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


<b>AYES</b>	<b>NAYS</b>	<b>ABSTAINED</b>	<b>ABSENT</b>
Commissioner Cody Commissioner De Nobile Commissioner Marra Commissioner Mobilio Commissioner Riley Vice Chairman Di Chiara Chairman Lynch	NONE	NONE	NONE

**Adjournment:**

**Motion to Adjourn was made by Commissioner De Nobile and Seconded by Commissioner Mobilio. Upon Roll Call, the Board voted as follows:**

<b>AYES</b>	<b>NAYS</b>	<b>ABSTAINED</b>	<b>ABSENT</b>
Commissioner Cody Commissioner De Nobile Commissioner Marra Commissioner Mobilio Commissioner Riley Vice Chairman Di Chiara Chairman Lynch	NONE	NONE	NONE

Meeting was Adjourned at 8:29 PM and Chairman Lynch declared the Regular Meeting closed.

  
\_\_\_\_\_  
**GARY LUNA**  
Executive Director/Secretary Treasurer

  
\_\_\_\_\_  
**PAUL V. LYNCH**, Chairman or  
**ALBERT Di CHIARA**, Vice Chairman

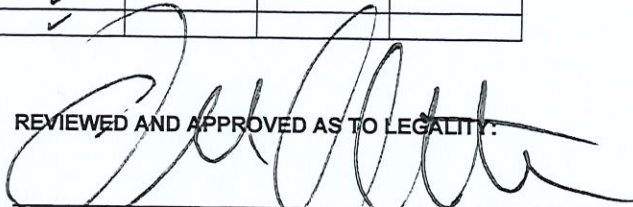
Prepared by:   
\_\_\_\_\_  
**CAROL A. FERRARA**  
Assistant Executive Director/Recording Secretary

**RESOLUTION NO. 24-01**

Governing Body Recorded Vote – Members:

Board Members	Aye	Nay	Abstain	Absent
Commissioner D. J. Cody	✓			
m Commissioner S. De Nobile	✓			
Commissioner R. Marra	✓			
Commissioner A. Mobilio, Jr.	✓			
Commissioner R. Riley, Jr.	✓			
s Vice Chairman A. Di Chiara	✓			
Chairman P. V. Lynch	✓			

Approved  Denied

REVIEWED AND APPROVED AS TO LEGALITY:  
  
 LHA ATTORNEY – CONRAD M. OLEAR, ESQ.

**APPROVAL OF BOARD MEETING DATES FOR CY 2025**

**BE IT RESOLVED**, by the Lodi Housing Authority that its Public Meetings will be held at the Lodi Housing Authority Community Room, 50 Brookside Avenue, Lodi, New Jersey in accordance with the Sunshine Law. Regular Meetings will be held according to the following schedule:

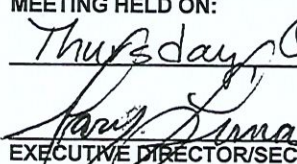
REGULAR MEETING	DAY	TIME
JANUARY 16, 2025	THURSDAY	7:00 P.M.
FEBRUARY 20, 2025	THURSDAY	7:00 P.M.
MARCH 20, 2025	THURSDAY	7:00 P.M.
APRIL 17, 2025	THURSDAY	7:00 P.M.
MAY 22, 2025 ANNUAL REORGANIZATION MEETING (REGULAR MEETING TO FOLLOW)	THURSDAY	7:00 P.M.
JUNE 19, 2025	THURSDAY	7:00 P.M.
JULY 17, 2025	THURSDAY	7:00 P.M.
AUGUST 21, 2025	THURSDAY	7:00 P.M.
SEPTEMBER 18, 2025	THURSDAY	7:00 P.M.
OCTOBER 16, 2025	THURSDAY	7:00 P.M.
NOVEMBER 20, 2025	THURSDAY	7:00 P.M.
DECEMBER 18, 2025	THURSDAY	7:00 P.M.

The following is the Regular Meeting Agenda of Lodi Housing Authority:

- CALL TO ORDER
- PLEDGE OF ALLEGIANCE
- NOTICE OF MEETING
- ROLL CALL
- BIDS
- APPROVAL OF MINUTES
- COMMUNICATIONS
- REPORT OF ATTORNEY
- REPORT OF ACCOUNTANT
- REPORT OF SECURITY
- MONTHLY BILLS – PUBLIC HOUSING & SECTION 8
- REPORT OF EXECUTIVE DIRECTOR
- REPORT OF DEPUTY EXECUTIVE DIR./ADMIN. OF SECTION 8/HOUSING MANAGER
- RESOLUTIONS
- REPORT OF COMMISSIONERS
- UNFINISHED BUSINESS
- OLD BUSINESS
- NEW BUSINESS
- GOOD AND WELFARE
- HEARING OF CITIZENS
- CLOSED SESSION – ATTORNEY-CLIENT PRIVILEGED DISCUSSIONS
- ADJOURNMENT

Any changes to the above-scheduled Regular Meeting dates require 48-hour notice. Any Special Meeting will be held with 48-hour notice prior to Special Meeting.

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:

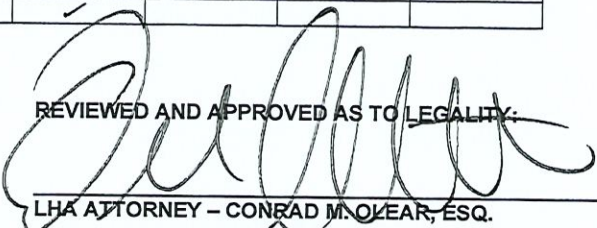
Thursday, October 17, 2024  
  
 EXECUTIVE DIRECTOR/SECRETARY-TREASURER

**RESOLUTION NO. 24-02**

Governing Body Recorded Vote – Members:

	Board Members	Aye	Nay	Abstain	Absent
	Commissioner D. J. Cody	✓			
m	Commissioner S. De Nobile	✓			
	Commissioner R. Marra	✓			
	Commissioner A. Mobilio, Jr.	✓			
	Commissioner R. Riley, Jr.	✓			
6	Vice Chairman A. Di Chiara	✓			
	Chairman P. V. Lynch	✓			

Approved  Denied

REVIEWED AND APPROVED AS TO LEGALITY:  
  
 LHA ATTORNEY – CONRAD M. O'LEARY, ESQ.

**DESIGNATION OF FUND COMMISSIONER FOR THE NJ PUBLIC HOUSING AUTHORITY JOINT INSURANCE FUND (NJPHA JIF) FOR FUND YEAR 2025**

**WHEREAS**, Lodi Housing Authority (LHA) is a member of the New Jersey Public Housing Authority Joint Insurance Fund; and

**WHEREAS**, the bylaws of said Fund require that each member Housing Authority appoint a FUND COMMISSIONER to represent and serve the Authority as its representative to said Fund.

**NOW, THEREFORE BE IT RESOLVED**, that the Board of Commissioners of Lodi Housing Authority does hereby appoint **Gary Luna, Executive Director/ Secretary Treasurer**, as its FUND COMMISSIONER for the New Jersey Public Housing Authority Joint Insurance Fund for the **Fund Year 2025**.

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, October 17, 2024

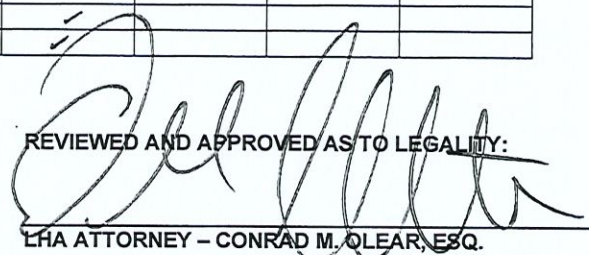
  
 EXECUTIVE DIRECTOR/SECRETARY-TREASURER

## RESOLUTION NO. 24-03

Governing Body Recorded Vote – Members:

Board Members	Aye	Nay	Abstain	Absent
Commissioner D. J. Cody	✓			
m Commissioner S. De Nobile	✓			
Commissioner R. Marra	✓			
Commissioner A. Mobilio, Jr.	✓			
Commissioner R. Riley, Jr.	✓			
s Vice Chairman A. Di Chiara	✓			
Chairman P. V. Lynch	✓			

Approved  Denied

  
 REVIEWED AND APPROVED AS TO LEGALITY:  
 LHA ATTORNEY – CONRAD M. OLEAR, ESQ.

### CY 2025 ACRISURE LLC (SCIROCCO GROUP) NJPHA JIF CONSULTANT AGREEMENT

This Agreement effective the 1<sup>st</sup> day of January 2025 between Lodi Housing Authority (hereinafter referred to as Authority) and **Acrisure LLC** (Scirocco Group), 777 Terrace Avenue, Hasbrouck Heights, NJ 07604 (hereinafter referred to as the Consultant).

**WHEREAS**, the Consultant has offered the Authority professional risk management consulting services as required in the bylaws of the New Jersey Public Housing Authority Joint Insurance Fund and the Municipal Excess Liability Joint Insurance Funds; and

**WHEREAS**, the Authority desires these professional services pursuant to the resolution adopted by the governing body of the Authority at a meeting held; and

**NOW, THEREFORE BE IT RESOLVED**, the parties in consideration of the mutual promises and covenants set forth herein, agree as follows:

1. For and in consideration of the amount stated hereinafter, the Consultant shall:
  - a. Assist the Authority in identifying its insurable Property & Casualty exposures and to recommend professional methods to reduce, assume or transfer the risk or loss.
  - b. Assist the Authority in understanding the various coverages available from the New Jersey Public Housing Joint Insurance Fund and the Municipal Excess Liability Joint Insurance Fund.
  - c. Review with the Authority any additional coverages that the Consultant feels should be carried but are not available from the Fund and, subject to the Authority’s authorization, place such coverages outside the Fund.
  - d. Assist the Authority in preparation of applications, statements of values, and similar documents requested by the Fund, it being understood that this Agreement does not include any appraisal work by the Consultant.
  - e. Review Certificates of Insurance from contractors, vendors, and professionals when requested by the Authority.
  - f. Review the Authority’s assessment as prepared by the Fund and assist the Authority in the preparation of its annual insurance budget.
  - g. Review the loss and engineering reports and generally assist the safety committee in its loss containment objectives. Also, attend no less than one (1) Authority safety committee meeting per annum to promote the safety objectives and goals of the Authority and the Fund.

- h. Assist where needed in the settlement of claims, with the understanding that the scope of the Consultant's involvement does not include the work normally done by a public adjuster.
  - i. Perform any other risk management related services required by the Fund's bylaws.
1. In exchange for the above services, the Consultant shall be compensated in the following manner:
- a. The Authority authorizes the Fund to pay its Consultant compensation for services rendered an amount equal to 6% of the Authority's annual assessment as promulgated by the Fund. Said fee shall be paid to the Consultant within 30 days of payment of the Authority's assessment.
  - b. For any insurance coverages authorized by the Authority to be placed outside the Fund, the Consultant shall receive as compensation the normal brokerage commissions paid by the insurance company. The premiums for said policies shall not be added to the Fund's assessment in computing the fee outlined in 2a.
  - c. If the Authority shall require of the Consultant extra services other than those outlined above, the Consultant shall be paid by the Authority a fee at the rate of n/a per hour in addition to actual expenses incurred.

Political Contribution Disclosure – This Contract has been awarded to Acrisure LLC (Scirocco Group) based on the merits and abilities to provide the goods or services as described herein. This Contract has been awarded through a "fair and open process" pursuant to NJSA 19:44A-20.4 et seq. As such, the undersigned does hereby attest that Acrisure LLC (Scirocco Group), its subsidiaries, assigns, or principals controlling in excess of 10% of the company will submit within ten (10) days of Authorizing Notice, the Political Disclosure Form required under the Election Law Enforcement Commission pursuant to NJSA 19-44A-8 or 19:44A-16, in the one-year period preceding the award of the Contract that would, pursuant to P.L. 2004, c.19, affect its eligibility to perform this Contract, nor will it make a reportable contribution during the term of the Contract to any political party committee in the Lodi Housing Authority if a member of that political party is serving in an elective public office of the Lodi Housing Authority when the contract is awarded, or to any candidate committee of any person serving in an elective public office of the Lodi Housing Authority when the Contract is awarded.

The term of this Agreement shall terminate 12/31/25. However, this Agreement may be terminated by either party at any time by mailing to the other written notice, certified mail return receipt, calling for termination at not less than 30 days thereafter. In the event of termination of this Agreement, the Consultant's fees outlined in 2a above shall be prorated to date of termination.

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, October 17, 2024

*Ray Duna*  
EXECUTIVE DIRECTOR/SECRETARY-TREASURER

CONSULTANT:

\_\_\_\_\_  
Acrisure LLC (Scirocco Group)