

**RESOLUTION NO. 5307**

**LOCAL AUTHORITIES - ACCOUNTING AND AUDITING  
CERTIFICATION**

WHEREAS, N.J.S.A. 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 the fiscal year ended **December 31, 2020** has been completed and filed with the **State of New Jersey** pursuant to N.J.S.A.40A.5A-15; and


WHEREAS, N.J.S.A. 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 N.J.S.A. 40A:5A-17; and

NOW THEREFORE BE IT RESOLVED, that the governing body of the Lakewood 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 **December 31, 2020**, 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.

*I hereby certify that the above is a true copy of the Resolution duly adopted by the Board of Commissioners of the Housing Authority of the Township of Lakewood in the County of Ocean at its Regular Board Meeting held on the 3<sup>rd</sup> day of March 2022.*

  
\_\_\_\_\_  
*Scott E. Parsons, Secretary  
Executive Director*

Motion: SG Second: AC

<b>Member</b>	<b>Aye</b>	<b>Nay</b>	<b>Abstain</b>	<b>Absent</b>
Gregory Stafford-Smith	<b>X</b>			
Shabsi Ganzweig	<b>X</b>			
Angela Caldwell	<b>X</b>			
Denise Douglas	<b>X</b>			
Eli Rennert				<b>X</b>
Gizel Torres				<b>X</b>

**RESOLUTION NO. 5308**

**EXTENDING EXECUTIVE DIRECTOR EMPLOYMENT AGREEMENT**

WHEREAS, the Authority must employ an Executive Director, who shall serve as secretary in accordance with the requirements contained in N.J.S.A 40A:12A-18; and


WHEREAS, the Authority has been employing Scott Parsons as Executive Director since June 1, 2020 with an Employment Agreement termination date of May 31, 2022; and

WHEREAS, the Authority desires to enter into a 2-year contract extension with Mr. Parsons for Executive Director services; and

WHEREAS, Scott Parsons has declared his desire to serve as the Authority's Executive Director under a two-year contract extension pursuant to the terms and conditions set forth in the Employment Agreement; and

NOW THEREFORE BE IT RESOLVED that the Executive Director Employment Agreement/Contract with Scott Parsons be extended for a two-year period commencing on June 1, 2022 and terminating on May 31, 2024.

*I hereby certify that the above is a true copy of the Resolution duly adopted by the Board of Commissioners of the Housing Authority of the Township of Lakewood in the County of Ocean at its Regular Meeting held on the 3rd day of March 2022.*

  
\_\_\_\_\_  
Scott E. Parsons, Secretary  
Executive Director

Motion: SG      Second: AC

<b>Member</b>	<b>Aye</b>	<b>Nay</b>	<b>Abstain</b>	<b>Absent</b>
Gregory Stafford-Smith	X			
Shabsi Ganzweig	X			
Angela Caldwell	X			
Denise Douglas	X			
Eli Rennert				X
Gizel Torres				X

**RESOLUTION NO. 5309**

**TEMPORARY ADMINISTRATIVE PLAN WAIVER/MODIFICATION**

**WHEREAS**, the current housing condition/shortage presents challenges for Section 8 Housing Choice Voucher applicant/voucher holders to locate available and acceptable units within the voucher term time limits; and

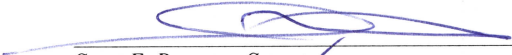
**WHEREAS**, as per the LHA Administrative Plan, Section 11.3, "Participants are not permitted to move in the first term of the lease unless required to do so by LHA to meet HQS or other program objectives, to protect the health or safety (including as a protection under VAWA), as a reasonable accommodation, or in the case of an emergency." and

**WHEREAS**, the LHA encourages applicant/voucher holders to lease in place when possible, in order to get on the program quickly and eliminate the issue of the voucher expiring, and then move after the expiration of the first lease term, if they desire to do so, and can find more desirable housing; and

**WHEREAS**, the LHA proposes to offer a temporary waiver (a one-year trial period from 3/1/2022-2/28/2023) from the policy restricting participants from moving in the first term of the lease, provided that the landlord willingly agrees to let the participant/tenant out of the lease agreement and the participant/tenant provides 60-day notice to the landlord and the LHA of its intent to move.

**NOW THEREFORE BE IT RESOLVED** by the Board of Commissioners of the Lakewood Housing Authority that during the period from 3/1/2022-2/28/2023, the LHA will allow newly admitted participants to move within the first term of their lease provided that the landlord willingly agrees to relieve them of their lease/contractual obligations and the participant/tenant provides 60-day notice to the landlord and the LHA of its intent to move. All other responsibilities related to moves will remain as indicated within the Administrative Plan. The Board will reevaluate this waiver after six months.

*I hereby certify that this is a true copy of a Resolution duly adopted by the Board of Commissioners, of the Housing Authority of the Township of Lakewood, in the County of Ocean, at its Regular Board Meeting held on the 3rd day of March 2022.*

  
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*Scott E. Parsons, Secretary  
Executive Director*

Motion: SG Second: AC

<b>Member</b>	<b>Aye</b>	<b>Nay</b>	<b>Abstain</b>	<b>Absent</b>
Gregory Stafford-Smith	X			
Shabsi Ganzweig	X			
Angela Caldwell	X			
Denise Douglas	X			
Eli Rennert				X
Gizel Torres				X

**RESOLUTION NO. 5310**

**PEST CONTROL**  
**AWARDING EXTERMINATING CONTRACT**  
**MAY 1, 2022 THROUGH APRIL 30, 2023**

WHEREAS, the Affordable Housing Corporation of Lakewood (AHCL), acting as managing agent for the Lakewood Housing Authority (LHA), has solicited competitive proposals for pest control services, had duly advertised, received, and opened submitted proposals; and

WHEREAS, proposals from four (4) companies were received and evaluated in accordance with the evaluation criteria contained in the RFP:

Buggin Out  
Elizabeth, NJ 07201

Pest-A-Side Exterminating  
Bridgeton, NJ08302

Western Pest Services  
Toms River, NJ 08755

E&G Exterminators, Inc.  
South Amboy, NJ 08879 ; and

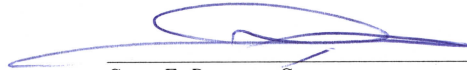
WHEREAS, after evaluation, the proposal from Western Pest Services has been determined to be the most responsive and most advantageous to the Authority; and

NOW THEREFORE BE IT RESOLVED that Western Pest Services be awarded the Contract for bi-monthly exterminating services (\$9,888) and quarterly bed bug inspections (\$4,944) covering 206 units and the Administration Building located in three (3) project sites for one (1) year in accordance with the terms and conditions outlined in the RFP documents, and same shall constitute the basis for the Contract of these services; and

IT IS FURTHER RESOLVED, that the Executive Director is hereby authorized to execute said Contract for the one-year term, from May 1, 2022 through April 30, 2023; and

BE IT FURTHER RESOLVED that the AHCL is hereby authorized to enter into said contract and to take any and all necessary administrative actions to implement this Resolution.

*I hereby certify that this is a true copy of a Resolution duly adopted by the Board of Commissioners, of the Housing Authority of the Township of Lakewood, in the County of Ocean, at its Regular Board Meeting held on the 7<sup>th</sup> day of April 2022.*

  
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Scott E. Parsons, Secretary  
Executive Director

Motion: SG Second: AC

<b>Member</b>	<b>Aye</b>	<b>Nay</b>	<b>Abstain</b>	<b>Absent</b>
Gregory Stafford-Smith	X			
Shabsi Ganzweig	X			
Angela Caldwell	X			
Denise Douglas				X
Eli Rennert	X			
Gizel Torres				X

**RESOLUTION NO. 5311**

**RESOLUTION AWARDED CONTRACT FOR  
ELEVATOR MAINTENANCE OF TRACTION ELEVATORS  
AT THE PETERWARD TOWERS  
FOR THE PERIOD  
JUNE 1, 2022 THROUGH MAY 31, 2023**

WHEREAS, the Affordable Housing Corporation of Lakewood (AHCL), acting as managing agent for the Lakewood Housing Authority (LHA), has solicited competitive proposals for elevator maintenance services, has duly advertised, received and opened submitted proposals; and

WHEREAS, requests for RFP packages were received from four (4) companies and proposals were received from the following three (3) companies:

Atlas Elevator, Inc. \$800 per month (\$9,600)/ 5-year test load \$2,200  
Barnegat, NJ 08005

Schindler Elevator Corp. \$1,700 per month (\$20,400)/ 5-year test load included  
Wall Township, NJ 07753

Elevator Maintenance Corporation \$1,000 per month (\$12,000)/ 5-year test load \$3,000  
Kearney, NJ 07032  
; and

WHEREAS, after evaluation, the proposal from Elevator Maintenance Corporation has been determined to be the most responsive and most advantageous to the Authority; and

NOW IT THEREFORE BE IT RESOLVED by the Board that the contract for full maintenance, repair and testing service of two traction elevators located at Peter Ward for the period June 1, 2022 through May 31, 2023 is awarded to Elevator Maintenance Corporation in the amount of \$1,000 per month and five-year Test Load in the amount of \$3,000 for the two elevator cars in accordance with the detailed scope of work in the specifications.

IT IS FURTHER RESOLVED that the Executive Director is hereby authorized to execute said contract for the one-year term, from June 1, 2022 through May 31, 2023; and

BE IT FURTHER RESOLVED that the AHCL is hereby authorized to enter into said contract and to take any and all necessary administrative actions to implement this resolution.

*I hereby certify that this is a true copy of a Resolution duly adopted by the Board of Commissioners, of the Housing Authority of the Township of Lakewood, in the County of Ocean, at its Regular Board Meeting held on the 7<sup>th</sup> day of April 2022.*



Scott E. Parsons, Secretary  
Executive Director

Motion: SG Second: AC

<b>Member</b>	<b>Aye</b>	<b>Nay</b>	<b>Abstain</b>	<b>Absent</b>
Gregory Stafford-Smith	X			
Shabsi Ganzweig	X			
Angela Caldwell	X			
Denise Douglas				X
Eli Rennert	X			
Gizel Torres				X