

RESOLUTION NO. 5335

**EXTENDING PEST CONTROL CONTRACT
MAY 1, 2023 THROUGH APRIL 30, 2024**

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

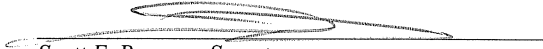
WHEREAS, pursuant to the existing contract with Western Pest Services, Toms River, NJ 08755, the AHCL has the option to extend the existing contract for an additional year; and

WHEREAS, Western Pest Services has provided quality services throughout the current contract year; and

NOW THEREFORE BE IT RESOLVED that the contract with Western Pest Services be extended an additional year. The contract covers monthly exterminating services and quarterly bed bug, inspections covering 206 units and the Administration Building located in three (3) project sites at the same cost of the existing contract; and

IT IS FURTHER RESOLVED, that the Executive Director and AHCL are hereby authorized to enter into and execute said Contract with Western Pest Services for the additional one-year term at the same cost, from May 1, 2023 through April 30, 2024 in the amount of \$9,888 for bi-monthly extermination services and \$4,944 for four (4) quarterly bed bug inspections covering 206 units, common areas and the administration building 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 2nd day of March 2023.


*Scott E. Parsons, Secretary
Executive Director*

Motion: SG Second: BA

Member	Aye	Nay	Abstain	Absent
Gregory Stafford-Smith	X			
Shabsi Ganzweig	X			
Angela Caldwell	X			
Denise Douglas	X			
Eli Rennert				X
Bassi Aderet	X			

RESOLUTION NO. 5336

**EXTENDING CONTRACT FOR ELEVATOR MAINTENANCE OF TRACTION ELEVATORS
AT THE PETER WARD TOWER
FOR THE PERIOD JUNE 1, 2023 THROUGH MAY 31, 2024**

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


WHEREAS, pursuant to the existing contract with Elevator Maintenance Corporation, Kearney, NJ 07032, the LHA has the option to extend the existing contract for one additional year; and

WHEREAS, Elevator Maintenance Corporation has provided acceptable services throughout the current contract year; and

NOW THEREFORE BE IT RESOLVED that the contract with Elevator Maintenance Corporation be extended an additional year. The contract covers full maintenance, repair and testing service of two traction elevators located at the Peter Ward Tower for the period June 1, 2023 through May 31, 2024, 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 and AHCL are hereby authorized to enter into and execute said contract for the one-year term, from June 1, 2023 through May 31, 2024 and to take any and all necessary administrative actions to implement 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 Meeting held on the 2nd day of March 2023.


Scott E. Parsons, Secretary
Executive Director

Motion: SG Second: BA

Member	Aye	Nay	Abstain	Absent
Gregory Stafford-Smith	X			
Shabsi Ganzweig	X			
Angela Caldwell	X			
Denise Douglas	X			
Eli Rennert				X
Bassi Aderet	X			

RESOLUTION NO. 5337 AUDIT

**HIRING INDEPENDENT PUBLIC ACCOUNTANT (IPA) FOR AN AUDIT OF THE BOOKS AND RECORDS
OF THE AUTHORITY FOR THE TWELVE-MONTH PERIOD ENDING DECEMBER 31, 2022**

WHEREAS, the Board of Commissioners ("Board"), of the Lakewood Housing Authority ("Authority"), of the Township of Lakewood, in the County of Ocean and State of New Jersey, requires the services of an Independent Public Accountant to perform audit services for a 12-month period ending December 31, 2022, and

WHEREAS, this contract for professional services may be awarded without formal bid, pursuant to a Request for Proposals, in accordance to the Local Public Contracts Law of the State of New Jersey, relevant HUD regulations, and the Authority's Procurement Policy, and

WHEREAS, in response to solicitation and advertising, one (1) proposal was received for the provision of these professional services and was evaluated and rated in accordance with the aforementioned requirements and pursuant to the evaluation criteria:

NOVOGRADAC & COMPANY, LLP \$18,900.00
1433 HOOPER AVENUE, SUITE 329
TOMS RIVER, NJ 08753

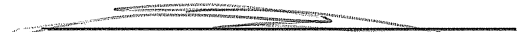
WHEREAS, the proposal submitted by the firm of Novogradac & Company LLP, 1433 Hooper Avenue, suite 329, Toms River, NJ, is responsive and advantageous to the Authority for the provision of these services, specifically in light of the extensive experience and proven competence of the firm, the reasonableness of the fees, and the availability for services, and

WHEREAS, the Board desires to enter into an Agreement with this firm for the provision of said professional auditing services, and

NOW THEREFORE BE IT RESOLVED that the firm of Novogradac & Company, LLP, be hired as the Auditor for FY-2022 for all programs of the Lakewood Housing Authority at a lump sum fee not to exceed EIGHTEEN THOUSAND NINE HUNDRED DOLLARS (\$18,900.00), as per the Proposal submitted, and

BE IT FURTHER RESOLVED that the Executive Director be and hereby is authorized to execute a contract for the Independent Public Accountant services in accordance with the specifications contained in the Authority's Request for Proposals. A notice of this Resolution shall be published in a local newspaper as required by law within ten (10) days of its passage and the contract and this supporting resolution shall be retained on file and be available for public inspection at the offices of the Lakewood Housing Authority, 317 Sampson Ave, Lakewood, New Jersey 08701.

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 Board Meeting held on the 2ND day of March 2023.


*Scott Parsons, Secretary
Executive Director*

Motion: SG Second: BA

Member	Aye	Nay	Abstain	Absent
Gregory Stafford-Smith	X			
Shabsi Ganzweig	X			
Angela Caldwell	X			
Denise Douglas	X			
Eli Rennert				X
Bassi Aderet	X			

RESOLUTION NO. 5339

EMPLOYEE HEALTH INSURANCE CONTRIBUTION RATES FOR 2023

WHEREAS, in 2011, the State enacted Chapter 78 which placed mandatory employee health insurance contribution rates into effect, which expired/sunset in 2015 other the requirement that employees must contribute a minimum of 1.5% of base salary towards their health benefit cost; and

WHEREAS, since 2015, each individual entity has the ability to negotiate/change their employee contribution requirements as long as the employees contribute a minimum of 1.5% of base salary; and

WHEREAS, due to the recent increase in health insurance costs, and the dramatic employee contribution percentage escalations at certain salary ranges within the State provided contribution chart, E.D. Parsons recommended a review of the health insurance contribution policy in order to mitigate the negative effect on the employees pay/raises and to improve the likelihood of employee retention; and

WHEREAS, E.D. Parsons met with the Personnel Committee on January 16th to discuss the existing contribution policy and its effect on employees, developing a new contribution policy moving forward, and the effects such changes will have on the operating budget; and

WHEREAS, after discussion, it was agreed to bring the recommendation to the board to freeze the employees' health insurance contributions for 2023 at the amounts they contributed in 2022 and to develop a revised contribution schedule, to be approved by the board, that will go into effect in 2024; and

WHEREAS, the operating budget can easily absorb the "freezing" as the HUD administrative fee proration increase from 89% to 91% will provide the LHA \$27,500 more revenue than budgeted while the "freezing" will result in the LHA absorbing approximately \$8,800 in additional cost over budgeted.

NOW THEREFORE BE IT RESOLVED by the Board that the employee health insurance contributions for 2023 will be frozen at their 2022 amounts and the E.D. will provide a revised contribution policy recommendation, before the end of 2023, for approval by the board to go into effect in 2024

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 2nd day of March 2023.

*Scott E. Parsons, Secretary
Executive Director*

Motion: SG Second: BA

Member	Aye	Nay	Abstain	Absent
Gregory Stafford-Smith	X			
Shabsi Ganzweig	X			
Angela Caldwell	X			
Denise Douglas	X			
Eli Rennert				X
Bassi Aderet	X			

RESOLUTION NO. 5340

FULL-TIME POSITION
HQS INSPECTOR/MAINTENANE MECHANIC
(Robert Vieten)

WHEREAS, the Housing Authority (“Authority”) of the Township of Lakewood, in the County of Ocean, and State of New Jersey, has a need to hire a full-time HQS Inspector/Maintenance Mechanic (35 hours) to fill a vacant position, and

WHEREAS, the Authority advertised for and interviewed several candidates for the vacant position, and

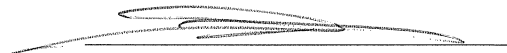
WHEREAS, the Authority hired Robert Vieten, and Mr. Vieten successfully completed his six-month Probationary period on January 18, 2023, and

WHEREAS, Mr. Vieten’s job performance has been rated as above average/satisfactory by his direct supervisors, Norma Berrios and Jim Kelly, and indirect supervisor, Scott Parsons, and

WHEREAS, the Executive Director has certified that funds are available in the Authority’s Operating Budget for this expenditure;

NOW THEREFORE BE IT RESOLVED by the Board that Robert Vieten be and is hereby hired as a full-time HQS Inspector/Maintenance Mechanic on a permanent full-time basis, (35 hours per week), at a wage of \$25.96 per hour with all full-time benefits extended to full-time employees as per the Lakewood Housing Authority’s Personnel Policy.

I hereby certify that the above 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 Meeting held on the 2nd day of March 2023.


Scott E. Parsons, Secretary
Executive Director

Motion: SG Second: BA

Member	Aye	Nay	Abstain	Absent
Gregory Stafford-Smith	X			
Shabsi Ganzweig	X			
Angela Caldwell	X			
Denise Douglas	X			
Eli Rennert				X
Bassi Aderet	X			