

**RESOLUTION NO. 5257**

**FULL-TIME POSITION**  
**CASE WORKER**

**(Sonia Santiago)**

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 Case Worker (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 Sonia Santiago, and Ms. Santiago successfully completed her six-month Probationary period on February 5, 2020, and

WHEREAS, Ms. Santiago’s job performance has been rated as above average/satisfactory by her direct supervisor, Norma Berrios and indirect supervisor, Scott Parsons, and

WHEREAS, the Acting 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 Sonia Santiago be and is hereby hired as a full-time Case Worker on a permanent full-time basis, (35 hours per week), at a wage of \$21.98 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 25<sup>th</sup> day of February 2020.*



*Scott E. Parsons, Secretary  
Acting Executive Director*

<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			
Miriam Medina	X			
Denise Douglas	X			
Eli Rennert	X			

**RESOLUTION NO. 5258 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, 2019**

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, 2019, 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      \$17,270.00  
252 WASHINGTON ST., SUITE B  
TOMS RIVER, NJ 08753

WHEREAS, the proposal submitted by the firm of Novogradac & Company LLP, 252 Washington St., Suite B, 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

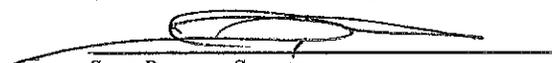
WHEREAS, the Board desires to enter into an Agreement with this firm for the provision of said professional auditing services, and

NOW THEREFORE BE IT RESOLVED that the firm of Novogradac & Company, LLP, be hired as the Auditor for FY-2019 for all programs of the Lakewood Housing Authority at a

lump sum fee not to exceed: SEVENTEEN THOUSAND TWO HUNDRED SEVENTY DOLLARS (\$17,270.00), as per the Proposal submitted, and

BE IT FURTHER RESOLVED that the Acting 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 25<sup>th</sup> day of February 2020.*

  
Scott Parsons, Secretary  
Acting Executive Director

<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			
Miriam Medina	X			
Denise Douglas	X			
Eli Rennert	X			

**RESOLUTION NO. 5259**

**AMENDING BYLAWS OF**  
**THE LAKEWOOD HOUSING AUTHORITY**

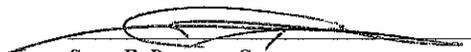
WHEREAS, at the Board of Commissioners meeting on January 28, 2020 the Board approved the following changes to the Bylaws:

- 1) Article II to be amended to provide for resignation from an "officer's" position upon an officer's failure to be physically present for three consecutive meetings; and
- 2) Article III to be amended to provide for a new meeting date and to allow for meeting dates to be established by the Board; and

WHEREAS, the Authority's general counsel has revised the Bylaws at Articles II and III in the form attached hereto to reflect the aforesaid changes.

NOW THEREFORE BE IT RESOLVED by the Board of Commissioners of the Lakewood Housing Authority that Articles II and III of the Bylaws be and hereby are revised in the form attached hereto.

*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 25<sup>th</sup> day of February 2020.*

  
*Scott E. Parsons, Secretary*  
*Acting Executive Director*

<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			
Miriam Medina		X		
Denise Douglas	X			
Eli Rennert	X			