

The Regular Meeting of the Housing Authority of the Borough of Clementon will be held on Wednesday, April 14, 2010 at 4:00PM in the Community Room at Wooster Towers.

Sheila K. Wooster
Secretary

PLEASE CALL IF YOU CANNOT ATTEND.

AGENDA

REGULAR MEETING

April 14, 2010

MINUTES

BILLS

MANAGEMENT

Resolution – Submission of Five-Year & Annual Plan
Submit Financial Disclosure Forms
Audit Review

CAPITAL FUND PROGRAM (MODERNIZATION)

SECTION 8

Bills

PUBLIC

PLEASE REMEMBER THAT THE PUBLIC HEARING FOR THE 2010 FIVE-YEAR & ANNUAL PLAN IS SCHEDULED FOR 3:45PM

**CLEMENTON HOUSING AUTHORITY
REGULAR MEETING
APRIL 14, 2010**

Salute to flag.

Chairperson Nicholson called the Regular Meeting of the Housing Authority of the Borough of Clementon to order. Upon roll call the following were present: Commissioners Creedon, Hauck, Nicholson, and Watson. Absent: Commissioner Porter. Also present at this meeting were Sheila K. Wooster, Executive Director, Thomas J. Shusted, Jr., Solicitor, and Barbara J. Murray, Secretary.

The meeting was held at the Wooster Towers in the Community Room and was properly posted in accordance with the Sunshine Law.

MINUTES

Commissioner Creedon, seconded by Commissioner Hauck, made a motion to approve the minutes of the March 17, 2010 Regular Meeting as submitted. Roll call vote: All ayes.

BILLS

Bills were presented for approval in the amount of \$45,794.63 for checks dated April 5, 2010 through and including April 15, 2010. Commissioner Creedon, seconded by Commissioner Watson, made a motion to approve the payment of bills with proper certification in the amount of \$45,794.63 for checks dated April 5, 2010 through and including April 15, 2010. Roll call vote: All ayes, with Commissioner Nicholson abstaining from the approval of Quality Landscaping.

Commissioner Nicholson then turned the meeting over to Mrs. Wooster.

MANAGEMENT

Audit

Mrs. Wooster asked the commissioners to sign the Audit Review Certificate which states that they have reviewed Audit Report of the year ended June 30, 2009.

Resident Advisory Board Meeting

Mrs. Wooster advised the Board that the Resident Advisory Board meeting was held on April 6, 2010, in which Mrs. Wooster explained the five-year plan to the residents and asked for any suggestions for improvements to the building. Some of the suggestions were to install an exhaust fan in the laundry room and to adjust the curbing in the back of the building where the handicap parking spaces are. Mrs. Wooster agreed to add the laundry room fan to the next CFP and said the curbing adjustment was already in the five-year plan.

Mrs. Wooster also explained the forms that are submitted with the plan. Mrs. Wooster also stated that HUD mandated changes were made to the Admission and Occupancy Policy and the Section 8 Administrative Plan, most of which we are already doing and that both Policies are in the office for review.

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Five-Year Plan

All commissioners had received copies of the Five-Year Plan prior to the meeting and because there was no public at the Public Hearing, there were no amendments to their copies so Mrs. Wooster asked for a motion to adopt and submit the plan. Commissioner Nicholson, seconded by Commissioner Creedon, made a motion to adopt and submit the Five-Year Plan. Roll call vote: All ayes.

Financial Disclosure Statement

Mrs. Wooster reminded everyone that their Financial Disclosure Statements are due at this time.

New Inspector

Mrs. Wooster advised that Adam Norcross has expressed an interest in replacing Brian Beach as our inspector for the apartments occupied by our Section 8 tenants and perspective tenants of Public Housing.

SECTION 8

Bills

Bills were presented for approval in the amount of \$27,114.00 for the HCV Program for checks dated March 1, 2010. Commissioner Creedon, seconded by Commissioner Watson, made a motion to approve the payment of bills with proper certification in the amount of \$27,114.00 for the HCV Program for checks dated March 1, 2010. Roll call vote: All ayes.

Bills were presented for approval in the amount of \$11,176.00 for the Disabled Voucher Program for checks dated March 1, 2010. Commissioner Watson, seconded by Commissioner Hauck, made a motion to approve the payment of bills with proper certification in the amount of \$11,176.00 for the Disabled Voucher Program for checks dated March 1, 2010. Roll call vote: All ayes.

Bills were presented for approval in the amount of \$3,417.34 for vendor payments for checks dated March 18, 2010. Commissioner Hauck, seconded by Commissioner Watson, to approve the payment of bills with proper certification in the amount of \$3,417.34 for vendor payments for checks dated March 18, 2010. Roll call vote: All ayes.

Bills were presented for approval in the amount of \$6,954.28 for vendor payments for checks dated April 14th and 15th. Commissioner Creedon, seconded by Commissioner Hauck, made a motion to approve the payment of bills with proper certification in the amount of \$6,954.28 for vendor payments for checks dated April 14th and 15th. Roll call vote: All ayes.

Bills were presented for approval in the amount of \$10,306.00 for the Disabled Voucher Program for checks dated April 1, 2010. Commissioner Creedon, seconded by Commissioner Watson, made a motion to approve the payment of bills with proper certification in the amount of \$10,306.00 for the Disabled Voucher Program for checks dated April 1, 2010. Roll call vote: All ayes.

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Bills were presented for approval in the amount of \$27,143.00 for the HCV Program for checks dated April 1, 2010. Commissioner Hauck, seconded by Commissioner Creedon, made a motion to approve the payment of bills with proper certification in the amount of \$27,143.00 for the HCV Program for checks dated April 1, 2010. Roll call vote: All ayes.

PUBLIC

There was no public in attendance.

Commissioner Creedon, seconded by Commissioner Watson, made a motion to adjourn. Voice vote: All ayes.

Respectfully submitted,



Sheila K. Wooster
Secretary