

**HOUSING AUTHORITY OF THE BOROUGH OF CLEMENTON
BOARD OF COMMISSIONERS MEETING
DECEMBER 9, 2020**

Chairman Schmidt called the meeting to order at 6:10PM and stated that the meeting was being held in accordance with the Open Public Meetings Act, also known as the Sunshine Law, N.J.S.A. 10:4-6. Notice was sent to the Courier Post and South Jersey Times on 7/17/2020 and published in the Post and Times on 7/22/2020. Notice was also transmitted to the Borough Clerk on 7/17/2020 and posted on the bulletin board in Wooster Towers and www.clementonhousingauthority.com. Due to the COVID-19 pandemic and following CDC and New Jersey State guidelines, the meeting was held virtually.

Salute to flag.

Upon roll call the following were present: Commissioner Konrad, Commissioner Watson, Vice-Chairperson Closs, and Chairman Schmidt. Also present were Vernon Lawrence, Executive Director, Anthony Ogozalek, Solicitor, and Barbara Murray, Secretary. Absent: Commissioner Armbruster and Commissioner Cater.

There was no meeting in November.

APPROVAL OF MINUTES

Chairman Schmidt asked that the approval of minutes be tabled until the next meeting because he said he did not receive them. A discussion followed. The Board agreed to table the approval of the minutes until the next meeting.

APPROVAL OF BILLS

Chairman Schmidt questioned the \$2,200 payment to Holmes & Company; Mr. Lawrence advised that the check was voided and reissued in the amount of \$1,100 which was the payment that we owed for March 2020. Mr. Lawrence said that Charles Holmes agreed that we did not have to pay for June 2020 but is still asking for payment for the additional work that was done with regards to the audit; is additional work was not included in the contract and was not approved. A discussion followed.

Solicitor Ogozalek advised that he and Mr. Lawrence will discuss the matter and advise the Board at the next meeting.

Chairman Schmidt asked for a motion to approve the payment of bills for November 2020 with proper certification. Commissioner Watson, seconded by Commissioner Konrad made a motion to approve the payment of bills for November 2020 with proper certification. Roll call vote: Ayes: Commissioner Konrad, Commissioner Watson, Vice-Chairperson Closs and Chairman Schmidt. The motion carried.

MANAGEMENT REPORT

Budgets

The 2020-2021 Budgets were approved by the DCA.

Public Housing Vacant Units

At this time there are no vacant units; Chairman Schmidt thanked Vernon Lawrence and Barb Murray for their efforts in filling the vacancies.

Lease Violation – Unit 506

Chairman Schmidt asked if we could state the name of the person and if it could be discussed in the open meeting. Solicitor Ogozalek advised that the matter is in litigation and cannot be discussed in the open meeting.

Hiring of Part-Time Maintenance Man

Chairman Schmidt asked if it was approved by the Board for Mr. Lawrence to hire a part-time maintenance man; Mr. Lawrence advised that it was approved by the Board in December 2019 by a resolution.

Additional Shortfall COVID Funding

Chairman Schmidt asked if the additional funding we received for Section 8 is from our reserves; Mr. Lawrence advised that it was from the CARES Act and explained that HUD had a lot of COVID money and they were concerned that housing authorities would fall short. He further advised that our previous fee accountant had been submitting wrong information to HUD and it was showing that there was no money in Section 8, which was not the case. Mr. Lawrence made the corrections and resubmitted the correct information to HUD, which showed the correct funding that Section 8 had. HUD advised that we apply for the shortfall anyway; Mr. Lawrence applied and they gave it to us.

Follow-Up on New Boilers

Commissioner Watson asked Mr. Lawrence if he checked with South Jersey Gas to see if they are offering any incentives regarding the new boilers; Mr. Lawrence advised that he sent an e-mail but has not heard anything back from them yet and that he will reach out again.

OLD BUSINESS

Commissioner Class

Commissioner Konrad advised that he has one more class to take; he will get together with Barb Murray to see what he has left to take.

NEW BUSINESS

There was no new business to discuss.

PUBLIC

Chairman Schmidt advised that any members of the public wishing to address the governing body of the Housing Authority of the Borough of Clementon may do so after being recognized by the Chair. Public comment will be limited to three (3) minutes per person. Anyone wishing to address the governing body again may do so for an additional three (3) and final minutes. Chairman Schmidt asked if anyone wanted to address the governing body.

There being no public present, Chairman Schmidt closed the Public portion of the meeting.

Resolution 2020-025 – Authorizing Closed Session Regarding a Tenant Matter

Chairman Schmidt asked for a motion to approve Resolution 2020-025 authorizing closed session to receive legal guidelines from our solicitor to discuss a tenant matter regarding an eviction in apartment 506 and possible legal implication in the eviction process. The closed session is not expected to last more than 5 minutes and no action will be taken.

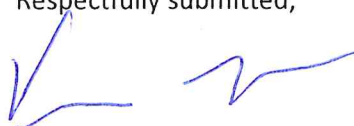
Chairman Schmidt, seconded by Commissioner Watson made a motion at 6:44PM to approve Resolution 2020-025 authorizing closed session to receive legal guidelines from our solicitor to discuss a tenant matter regarding an eviction in apartment 506 and possible legal implication in the eviction process. Voice

vote: All ayes (Commissioner Konrad, Commissioner Watson, Vice-Chairperson Closs, and Chairman Schmidt). The motion carried.

Chairman Schmidt, seconded by Vice-Chairperson Closs made a motion at 6:50PM to adjourn from closed session and return to regular session. Voice vote: All ayes (Commissioner Konrad, Commissioner Watson, Vice-Chairperson Closs, and Chairman Schmidt). The motion carried.

There being no further business Chairman Schmidt asked for a motion to adjourn. Commissioner Watson, seconded by Vice-Chairperson Closs made a motion to adjourn at 6:53PM. Voice vote: All ayes (Commissioner Konrad, Commissioner Watson, Vice-Chairperson Closs, and Chairman Schmidt). The motion carried.

Respectfully submitted,



Vernon Lawrence
Secretary