

HOUSING AUTHORITY OF THE BOROUGH OF CLEMENTON
BOARD OF COMMISSIONERS MEETING
JULY 25, 2019

Chairman Schmidt called the meeting to order at 6:02PM and stated that the meeting was being held in accordance with the Open Public Meetings Act, also known as the Sunshine Law, NJSA 10:4-6. Notice of the meeting was sent to the Courier Post and South Jersey Times on 7/10/2019 and published in the Post on 7/15/19 and in the Times on 7/14/19. Notice was also transmitted to the Borough Clerk on 7/2/2019 and posted on the bulletin board in Wooster Towers. The meeting was held at the John Leshar Senior Center located at 49 Berlin Road, Clementon, New Jersey.

Salute to flag.

Chairman Schmidt advised the Board that Commissioner Armbruster underwent by-pass surgery and asked that everyone keep him in their thoughts.

Upon roll call the following were present: Commissioner Casella, Vice-Chairperson Closs, Commissioner Watson, and Chairman Schmidt. Also present at this meeting were Anthony H. Ogozalek, Jr., Solicitor and Barbara J. Murray, Secretary. Excused: Ken Paris, Executive Director, Commissioner Armbruster, and Commissioner Cater.

APPROVAL OF MINUTES

Chairman Schmidt asked for a motion to approve the minutes of the June 13, 2019 Board Meeting and the minutes of the July 2, 2019 Reorganization Meeting as submitted in block. Vice-Chairperson Closs, seconded by Commissioner Casella, made a motion to approve the minutes of the June 13, 2019 Board Meeting and the minutes of the July 2, 2019 Reorganization Meeting as submitted in block. Voice vote: All ayes. The motion carried.

APPROVAL OF PUBLIC HOUSING BILLS

Chairman Schmidt asked for a motion to approve the payment of Public Housing bills from June 14, 2019 through July 25, 2019 with proper certification. Commissioner Casella, seconded by Commissioner Watson, made a motion to approve the payment of Public Housing bills from June 14, 2019 through July 25, 2019 with proper certification. Roll call vote: Ayes: Commissioners Casella, Watson, Vice-Chairperson Closs, and Chairman Schmidt. The motion carried.

Chairman Schmidt introduced two people who were also in attendance; the first was Vernon Lawrence, Executive Director of the Pleasantville Housing Authority and hopefully soon to be the Executive Director of the Clementon Housing Authority through a shared service at the recommendation of the Board.

The second was Greg Konrad who is being recommended to serve as a Commissioner on the Housing Authority Board. Chairman Schmidt advised that Commissioner Cater's term had expired but the Board didn't want to take the seat away from her as she is on active military duty

and would be out of the country for one year plus; and with Commissioner Armbruster recuperating from his surgery if one of the other commissioners are unable to attend a meeting business would not be able to move forward. Chairman Schmidt advised that he reached out to Mayor Weaver and council members (as well as a former council member) to see if they had any recommendations. Councilman Applegate recommended Mr. Konrad.

Mr. Konrad introduced himself and gave a summary of his background which included being a Clementon resident for 17 years, has construction and electrical experience as well as facility management.

MANAGEMENT REPORT

Chairman Schmidt advised that there is no Management Report this month as Ken Paris is leaving effective July 31, 2019.

NEW BUSINESS

Auditor – FYE 06/30/2019

Chairman Schmidt advised that we received one response to our RFP for an Auditor from Brent Lee & Co., LLC. Mr. Lee used to work for Holman, Frenia and Allison (our auditors for the last four years); has worked on HUD but never managed a project, redevelopment entities, and numerous authorities throughout the States. Mr. Lee's proposal was for \$12,500 which includes monthly meetings if necessary; if proposal is accepted, he can start at the end of August/beginning of September and have something together by the end of October.

Vernon Lawrence suggested that maybe we should go out for proposals again because Pleasantville is a much bigger Authority than Clementon and they have more programs and they pay \$16,000 per year. A discussion followed.

Resolution HA19-13 – Appointment of Brent Lee & Co., LLC as Auditor for FYE 06/30/2019

Chairman Schmidt asked for a motion to approve Resolution HA19-13 – Appoint Brent Lee & Co., LLC as our Auditor for FYE 06/30/2019 with a cost of \$12,500. Commissioner Casella, seconded by Vice-Chairperson Closs, made a motion to approve Resolution HA19-13 – Appoint Brent Lee & Co., LLC as our Auditor for FYE 06/30/2019 with a cost of \$12,500. Roll call vote: Ayes: Commissioners Casella, Watson, Vice-Chairperson Closs and Chairman Schmidt. The motion carried.

Resolution HA19-10 – Accept the Submission of the Management Proposal from the Pleasantville Housing Authority

Chairman Schmidt asked for a motion to approve Resolution HA19-10 to accept the submission of the Management Proposal from the Pleasantville Housing Authority and authorize the Chairman to execute the documents to do all things necessary to effectuate the transaction; one year flat fee of \$49,500, payable in twelve monthly installments starting August 1, 2019. Commissioner Casella, seconded by Vice-Chairperson Closs, made a motion to approve Resolution HA19-10 to accept the submission of the Management Proposal from the Pleasantville Housing Authority and authorize the Chairman to execute the documents to do all things necessary to effectuate the transaction; one year flat fee of \$49,500,

payable in twelve monthly installments starting August 1, 2019. Roll call vote: Ayes: Commissioner Casella, Vice-Chairperson Closs, Commissioner Watson, and Chairman Schmidt. The motion carried.

Resolution HA19-11 – Authorizing Check Signatures (Removing Ken Paris and adding Vernon Lawrence)

Chairman Schmidt asked for a motion to authorize check signatures, specifically removing Ken Paris and adding Vernon Lawrence. Commissioner Casella, seconded by Commissioner Watson, made a motion authorizing check signers, specifically removing Ken Paris and adding Vernon Lawrence. Roll call vote: Ayes: Commissioner Casella, Vice-Chairperson Closs, Commissioner Watson, and Chairman Schmidt. The motion carried.

Resolution HA19-12 – Amend Personnel Policy Regarding Hiring

Chairman Schmidt asked for a motion to amend the Personnel Policy regarding hiring to read that the final decision on hiring rests with the Board of the appointing Authority. Commissioner Watson, seconded by Commissioner Casella, made a motion to amend the Personnel Policy regarding hiring to read that the final decision on hiring rests with the Board of the appointing Authority. Roll call vote: Ayes: Commissioner Casella, Vice-Chairperson Closs, Commissioner Watson, and Vice-Chairman Schmidt. The motion carried.

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.

Preston Shover, Wooster Towers Apt. 504, introduced himself as a tenant of Wooster Towers and the President of the Tenants Association; he hopes to be able to help the community at Wooster Towers with some of their issues and concerns. Mr. Shover also expressed an interest in being on the Board of Commissioners for the Housing Authority. Chairman Schmidt thanked Mr. Shover for his time and advised him that if there was anything the Board could help him with to let them know.

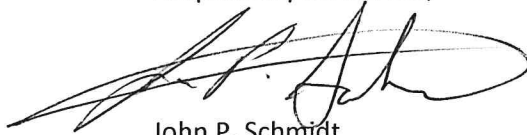
Resolution HA19-13 – Enter Into Closed Session

Chairman Schmidt asked for a motion to adopt Resolution HA19-13 to enter into closed session at 6:30PM for approximately 15 minutes to discuss possible litigation regarding tenant guests and also to discuss the financial issues with the Section 8 bank account. Vice Chairperson Closs, seconded by Commissioner Casella, made a motion to enter into closed session at 6:30PM to discuss possible litigation regarding tenant guests and to also discuss the financial issues with the Section 8 bank account. Voice vote: All ayes. The motion carried.

Chairman Schmidt asked for a motion to return to regular session at 6:59PM. Commissioner Casella, seconded by Vice-Chairperson Closs made a motion to return to regular session. Voice vote: All ayes. The motion carried.

Chairman Schmidt asked for a motion to adjourn. Commissioner Casella, seconded by Commissioner Watson made as motion to adjourn at 6:59PM. Voice vote: All ayes. The motion carried.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'John P. Schmidt', written in a cursive style.

John P. Schmidt
Chairman/Acting Secretary