

**HOUSING AUTHORITY OF THE BOROUGH OF CLEMENTON
MONTHLY BOARD OF COMMISSIONERS MEETING
OCTOBER 28, 2020**

Chairman Schmidt called the meeting to order at 6:13PM 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 of the meeting was sent to the Courier Post and South Jersey Times on 7/17/2020 and 10/22/2020 and published in the Post and Times on 7/22/2020 and 10/26/2020. Notice was also transmitted to the Borough Clerk on 7/17/2020 and 10/24/2020 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 and in person at Wooster Towers located at 22 Gibbsboro Road, Clementon, New Jersey.

Salute to flag.

Upon roll call the following were present: Commissioner Watson, Vice-Chairperson Closs, and Chairman Schmidt. Absent: Commissioner Konrad. Excused: Commissioner Armbruster. Also present at this meeting were Vernon Lawrence, Executive Director and Barbara Murray, Secretary.

OATH OF OFFICE -- LIA CATER

Chairman Schmidt advised the Board that the Clementon Borough Council reappointed Lia Cater to the Board; Chairman Schmidt administered the Oath of Office to Ms. Cater.

Chairman Schmidt asked for a roll call for Commissioner Cater who advised that she was present.

APPROVAL OF MINUTES

Chairman Schmidt advised that the approval of minutes for the September 9, 2020 meeting will be tabled until the next meeting.

APPROVAL OF BILLS

Chairman Schmidt asked for a motion to approve the payment of bills for September 2020 in the amount of \$40,802.33 and October 2020 in the amount of \$35,042.68 with proper certification. Commissioner Watson, seconded by Vice-Chairperson Closs made a motion to approve the payment of bills for September 2020 in the amount of \$40,802.33 and October 2020 in the amount of \$35,042.68 with proper certification. Roll call vote: Ayes: Commissioner Cater, Commissioner Watson, Vice-Chairperson Closs, and Chairman Schmidt. The motion carried.

MANAGEMENT/SECRETARY'S REPORT

Chairman Schmidt asked if anyone had any questions on the management/secretary's report.

Vacant Units

Mr. Lawrence reported that there are no vacancies at this time.

Building Upgrades

Mr. Lawrence reported that both the 2nd and 6th floors have been painted and the new flooring has been installed. He also advised that the new flooring has been installed on the 3rd floor as well.

ROSS Grant

Mr. Lawrence advised that we are applying for the ROSS Grant again this year (we applied last year but were not awarded) and that he would also like to apply for the Safety & Security Grant in the amount of \$250,000 to update/install additional cameras within the building.

Audit

Mr. Lawrence advised that the audit will start the week of 11/9/2020. Out fee accountant was entering information but unfortunately had to stop because the auditor did not certify and submit the audit into the HUD system. A discussion followed.

OLD BUSINESS

There was no old business.

NEW BUSINESS

Resolution 2020-022 – Approving Contract for Management Legal Services

Chairman Schmidt advised that we received 4 responses to the RFP for legal services:

- 1) Eric M. Bernstein & Associates, LLC
- 2) CGO Law P.C.
- 3) Michael A. Armstrong & Associates, LLC
- 4) Law Office of Anthony H. Ogozalek, Jr.

A discussion followed. Chairman Schmidt asked for a motion to approve Resolution 2020-22 appointing Anthony H. Ogozalek, Jr. as Solicitor for the Clementon Housing Authority for the year 2020-2021 and until a successor is appointed. Commissioner Watson, seconded by Vice-Chairperson Closs made a motion to approve Resolution 2020-22 appointing Anthony H. Ogozalek, Jr. as Solicitor for the Clementon Housing Authority for the year 2020-2021 and until a successor is appointed. Roll call vote: Ayes: Commissioner Cater, Commissioner Watson, Vice-Chairperson Closs, and Chairman Schmidt. The motion carried.

Resolution 2020-023 – Approving Procedures & Requirements for Public Comments

Chairman Schmidt advised that OPMA has been amended with regards to holding meetings during a public health emergency; Chairman Schmidt read the proposed Resolution 2020-023 Approving Procedures & Requirements for Public Comments. In short, the meetings will be held via Zoom and will be all virtual. A discussion followed. Chairman Schmidt asked for a motion to approve Resolution 2020-023. Commissioner Watson, seconded by Vice-Chairperson Closs made a motion to approve Resolution 2020-023 Approving Procedures & Requirements for Public

Comments. Roll call vote: Ayes: Commissioner Cater, Commissioner Watson, Vice-Chairperson Closs, and Chairman Schmidt. The motion carried.

PUBLIC COMMENTS

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.

Commissioner Watson advised that he was speaking for the public and wanted to thank Vernon Lawrence for his time and effort in applying for and being awarded an emergency grant to replace the boilers here at Wooster Towers.

Resolution 2020-024 – Approve Executive Session

Chairman Schmidt asked for a motion at 6:45PM to adopt Resolution 2020-024 authorizing closed session to discuss potential litigation regarding a contractual matter, not to exceed 15 minutes and action will not be taken. Commissioner Watson, seconded by Vice-Chairperson Closs made a motion to adopt Resolution 2020-024 authorizing closed session to discuss potential litigation regarding a contractual matter, not to exceed 15 minutes and action will not be taken. Voice vote: All ayes (Commissioner Cater, Commissioner Watson, Vice-Chairperson Closs, and Chairman Schmidt). The motion carried.

Vice-Chairperson Closs, seconded by Commissioner Watson, made a motion at 7:04PM to adjourn from closed session and go back into regular session. Voice vote: All ayes (Commissioner Cater, Commissioner Watson, Vice-Chairperson Closs, and Chairman Schmidt). The motion carried.

Chairman Schmidt, seconded by Commissioner Watson made a motion to adjourn at 7:04PM. Voice vote: All ayes.

Respectfully submitted,



Vernon Lawrence
Secretary