

**HOUSING AUTHORITY OF THE BOROUGH OF CLEMENTON  
MONTHLY BOARD OF COMMISSIONERS MEETING  
DECEMBER 11, 2024**

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 10:4-6. Notice was sent to the Courier Post and the South Jersey Times on 7/10/2024 and was posted in the Courier Post and the South Jersey Times on 7/14/2024. Notice was also transmitted to the Borough Clerk on 7/10/2024, posted on the bulletin board at Wooster Towers and [www.clementonhousingauthority.com](http://www.clementonhousingauthority.com). The meeting was held virtually; both adequate and electronic notice of this meeting has been provided, specifying the time, place, and manner in which said notice was provided.

Salute to flag.

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

**APPROVAL OF MINUTES**

Chairman Schmidt asked for a motion to approve the minutes of the October 2, 2024 Board of Commissioners meeting and Executive Session in block. Commissioner Watson, seconded by Commissioner Cater made a motion to approve the minutes of the October 2, 2024 Board of Commissioners meeting and Executive Session in block. Voice vote: All ayes (Commissioner Cater, Commissioner Watson, Vice-Chairman Closs, and Chairman Schmidt). The motion carried.

There was no meeting in November.

**APPROVAL OF BILLS**

Chairman Schmidt asked for a motion to approve the payment of bills with proper certification for October and November in the amounts of \$32,254.40 and \$10,406.47, respectively. Vice-Chairman Closs, seconded by Commissioner Cater, made a motion to approve the payment of bills with proper certification for October and November in the amounts of \$32,254.40 and \$10,406.47, respectively. Roll call vote: Ayes: Commissioner Cater, Commissioner Watson, Vice-Chairman Closs, and Chairman Schmidt. The motion carried.

**MANAGEMENT REPORT**

Mr. Lawrence advised the Board that he started interviewing for the HCV Coordinator/ROSS Coordinator position.

**OLD BUSINESS**

There was no old business

## **NEW BUSINESS**

### **Compensation Plan**

Chairman Schmidt advised the Board that if anyone has any specific questions or discussion items to please state that because if they do, we cannot move forward with what he would like to propose. Chairman Schmidt stated that the Board adopts annual budgets and included in the Public Housing budget that is approved every year is an updated compensation plan. Chairman Schmidt, seconded by Vice-Chairman Closs, made a motion to authorize Vernon Lawrence to proceed with the approved compensation plan as adopted and approved by the Board with a retroactive effective date of November 1, 2024. Roll call vote: Ayes: Commissioner Cater, Commissioner Watson, Vice-Chairman Closs, and Chairman Schmidt. The motion carried.

### **OPMA**

Chairman Schmidt advised the Board that effective February 2025 the South Jersey Times will no longer have a print edition and at this time the Open Public Meetings Act requires us to advertise in two newspapers that are in circulation. A discussion followed. Commissioner Schmidt advised that in the event we need to, we will amend our resolution for our legal advertisers to be the Courier Post and the Central Record. Commissioner Watson, seconded by Commissioner Cater, made a motion to adopt Resolution 2024-19 to amend the Resolution 2024-009 – Designation of Legal Advertisers to be the Courier Post and the Central Record effective February 1, 2025, if necessary. Roll call vote: Ayes: Commissioner Cater, Commissioner Watson, Vice-Chairman Closs, and Chairman Schmidt. The motion carried.

### **FMR Rates**

Chairman Schmidt advised that the 2025 FMR rates increased over 2023. Mr. Lawrence advised that he would prepare the paperwork for the flat rents so that it can be addressed in January/February 2025.

Chairman Schmidt spoke on behalf of the entire Board and thanked the staff of the Housing Authority for the work that they do throughout the year.

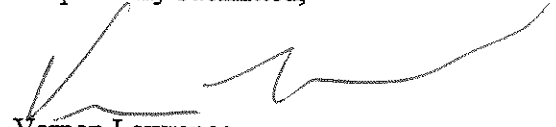
### **PUBLIC**

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, the public portion of the meeting was closed.

Commissioner Watson, seconded by Commissioner Cater, made a motion to adjourn at 6:20PM. Voice Vote: All ayes (Commissioner Cater, Commissioner Watson, Vice-Chairman Closs, and Chairman Schmidt). The motion carried.

Respectfully submitted,



Vernon Lawrence  
Secretary