

**HOUSING AUTHORITY OF THE BOROUGH OF CLEMENTON  
BOARD OF COMMISSIONERS MONTHLY MEETING  
DECEMBER 14, 2022**

Chairman Schmidt called the meeting to order at 6:00PM 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 7/12/2022 and was published in the Courier Post on 7/15/2022 and the South Jersey Times on 8/11/2022. Notice was also sent to the Borough Clerk on 7/12/2022, posted on the bulletin board at Wooster Towers and [www.clementonhousingauthority.com](http://www.clementonhousingauthority.com). Due to the COVID-19 pandemic and following CDC guidelines, the meeting was held virtually.

Salute to flag.

Upon roll call the following were present: Commissioner Armbruster, Commissioner Cater (arrived at 6:02PM), Commissioner Konrad, Vice-Chairman Closs, and Chairman Schmidt. Also present at this meeting were Vernon Lawrence, Executive Director and Anthony Ogozalek, Jr., Solicitor. Absent: Commissioner Watson and Barbara Murray, Secretary.

**APPROVAL OF MINUTES**

Chairman Schmidt, seconded by Vice-Chairman Closs, made a motion to approve the minutes of the October 12, 2022 meeting as submitted. Voice vote: All ayes (Commissioner Armbruster, Commissioner Konrad, Vice-Chairman Closs, and Chairman Schmidt). The motion carried.

**APPROVAL OF BILLS**

Chairman Schmidt asked for a motion to approve the payment of bills for October 2022 in the amount of \$33,614.84 and November 2022 in the amount of \$31,844.94 with proper certification. Commissioner Armbruster, seconded by Commissioner Konrad made a motion to approve the payment of bills for October 2022 in the amount of \$33,614.84 and November 2022 in the amount of \$31,844.94 with proper certification. Roll call vote: Ayes: Commissioner Armbruster, Commissioner Konrad, Vice-Chairman Closs, and Chairman Schmidt. The motion carried.

**MANAGEMENT REPORT**

Chairman Schmidt asked if the audit would be ready to be presented at the next meeting; Mr. Lawrence advised that the audit is almost completed and would be ready to be presented at the next meeting.

**Repositioning**

Chairman Schmidt advised that at the request of the Board he set up a meeting with Clementon Borough Council to explain the repositioning plans and answer any questions; the meeting was scheduled but at the last minute was cancelled by the Mayor due to a conflict. Chairman Schmidt advised that he did attend the Council meeting and explained the plans for repositioning and no one seemed to have any questions or issues.

Mr. Lawrence also advised the Board that we are required to have at least two meetings with our residents during the initial process of repositioning to explain what we are doing, why we are doing it, and to answer any questions they may have.

**FMR/Flat Rents**

Chairman Schmidt advised that next month we are going to start the process of updating the FMR's and flat rents.

**NEW BUSINESS**

There was no new business.

**OLD BUSINESS**

Chairman Schmidt advised that there seems to be a discrepancy in the number of units on the financial report that we received from Mr. Bordenave regarding the RAD conversion. A discussion followed.

**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 was no public present.

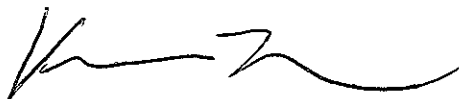
Chairman Schmidt asked for a motion to authorize closed session to discuss contractual issues regarding management at 6:15PM. Vice-Chairman Closs, seconded by Commissioner Konrad, made a motion to authorize closed session to discuss contractual issues regarding management. Voice vote: All ayes (Commissioner Armbruster, Commissioner Cater, Commissioner Konrad, Vice-Chairman Closs, and Chairman Schmidt).

Commissioner Cater, seconded by Chairman Schmidt, made a motion to come out of closed session. Voice vote: All ayes (Commissioner Armbruster, Commissioner Cater, Commissioner Konrad, Vice-Chairman Closs, and Chairman Schmidt).

Chairman Schmidt advised that during closed session a potential contract matter was discussed and it is not yet resolved.

Chairman Schmidt motioned to adjourn at 6:29PM, seconded by Commissioner Cater. Voice vote: All ayes (Commissioner Armbruster, Commissioner Cater, Commissioner Konrad, Vice-Chairman Closs, and Chairman Schmidt).

Respectfully submitted,



Vernon Lawrence  
Secretary