

**HOUSING AUTHORITY OF THE BOROUGH OF CLEMENTON
BOARD OF COMMISSIONERS MEETING
FEBRUARY 9, 2022**

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 the South Jersey Times on 8/26/2021 and published in the Courier Post and the South Jersey Times on 8/26/2021. Notice was also sent to the Borough Clerk on 8/26/2021, posted on the bulletin board at Wooster Towers and www.clementonhousing.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 Armbruster, Commissioner Cater, Vice-Chairman Closs and Chairman Schmidt. Also present at this meeting were Vernon Lawrence, Executive Director, Anthony Ogozalek, Jr., Solicitor and Barbara Murray, Secretary. Absent: Commissioner Konrad and Commissioner Watson.

APPROVAL OF MINUTES

Chairman Schmidt asked for a motion to approve the minutes of the January 20, 2022 monthly meeting as submitted. Commissioner Cater, seconded by Vice-Chairman Closs, made a motion to approve the minutes of the January 20, 2022 monthly meeting as submitted. Voice vote: All ayes. (Commissioner Armbruster, Commissioner Cater, 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 January 2022 with proper certification. Commissioner Cater, seconded by Vice-Chairman Closs, made a motion to approve the payment of bills for January 2022 with proper certification. Roll call vote: Ayes: Commissioner Armbruster, Commissioner Cater, Vice-Chairman Closs and Chairman Schmidt. The motion carried.

MANAGEMENT REPORT

Chairman Schmidt asked how many vacancies there are in the Public Housing program; Mr. Lawrence replied there are four vacancies and two are ready for lease up.

Commissioner Cater asked about the smoking violations to which Chairman Schmidt responded that there was information in the board packet on that and he would like to go into closed session to discuss it.

Commissioner Cater asked if anyone was hired for the ROSS Management Program yet; Mr. Lawrence advised that someone was hired through a temp agency, but they are no longer with us. Mr. Lawrence advised that we do not know why she left, she stopped coming in and when we called the temp agency, they reached out to her, but she did not respond to them. He said that the

residents are losing out on services, and we are still pursuing hiring someone to assist them and let them know what services are available that would benefit them. A discussion followed.

Mr. Lawrence advised that he reach out to PHADA, NAHRA, and NJ NAHRO and ask them to place an ad for this position.

Commissioner Cater asked if there was any progress with regards to repositioning. A discussion followed. Mr. Lawrence advised that we are still waiting for HUD.

OLD BUSINESS

There was no old business.

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, Chairman Schmidt closed the public portion of the meeting.

NEW BUSINESS

Chairman Schmidt asked for a motion to adopt Resolution 2022-001 authorizing the governing body of the Housing Authority to enter into closed session for no more than 30 minutes for the following three purposes:

- 1) to discuss personnel, more specifically job performance and potential salary increases
- 2) potential litigation regarding lease violations with regards to smoking
- 3) Potential litigation with regards to a former contractor

Commissioner Cater, seconded by Chairman Schmidt made a motion to adopt Resolution 2022-001 at 6:24PM authorizing the governing body of the Housing Authority to enter into closed session for no more than 30 minutes for the above mentioned three purposes. Voice vote: All ayes. (Commissioner Armbruster, Commissioner Cater, Vice-Chairman Closs and Chairman Schmidt) The motion carried.

Chairman Schmidt, seconded by Commissioner Cater, made a motion at 6:51PM to adjourn from closed session and return to regular session. Voice vote: All ayes. (Commissioner Armbruster, Commissioner Cater, Vice-Chairman Closs and Chairman Schmidt) The motion carried.

RESOLUTION 2022-002 – AUTHORIZING UPDATING SALARIES FOR 3 POSITIONS

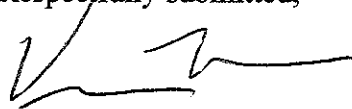
Chairman Schmidt asked for a motion to adopt Resolution 2022-002 – Authorizing Updating Salaries for three positions, retroactive back to January 1, 2022. Commissioner Cater, seconded by Vice-Chairman Closs, made a motion to adopt Resolution 2022-002 – Authorizing Updating Salaries for three positions, retroactive back to January 1, 2022. Roll call vote: Ayes:

Commissioner Armbruster, Commissioner Cater, Vice-Chairman Closs and Chairman Schmidt.
The motion carried.

Chairman Schmidt asked that a message be passed on to the maintenance staff that they are very much appreciated, and we are lucky to have a competent staff working for us as well as Vernon Lawrence our Executive Director.

Commissioner Cater, seconded by Commissioner Armbruster, made a motion to adjourn at 6:54PM. Voice vote: All ayes (Commissioner Armbruster, Commissioner Cater, Vice-Chairman Closs and Chairman Schmidt).

Respectfully submitted,

A handwritten signature in black ink, appearing to be 'Vernon Lawrence', written over a horizontal line.

Vernon Lawrence
Secretary