

The Regular Meeting of the Housing Authority of the Borough of Clementon will be held on Wednesday, January 19, 2011 at 4:00PM in the Community Room at Wooster Towers.

**Sheila K. Wooster
Secretary**

PLEASE CALL IF YOU CANNOT ATTEND.

AGENDA

REGULAR MEETING

January 19, 2011

MINUTES

BILLS

MANAGEMENT

CAPITAL FUND PROGRAM (MODERNIZATION)

SECTION 8

Bills

PUBLIC

**CLEMENTON HOUSING AUTHORITY
REGULAR MEETING
JANUARY 19, 2011**

Salute to flag.

Vice-Chairperson Watson called the regular meeting of the Housing Authority of the Borough of Clementon to order. Upon roll call the following were present: Commissioners Casella, Creedon, Porter, and Watson. Absent: Commissioner Nicholson. Also present at this meeting were: Thomas J. Shusted, Jr., Solicitor, Sheila K. Wooster, Executive Director, and Barbara J. Murray, Secretary.

The meeting was held at the Wooster Towers in the Community Room and was properly posted in accordance with the Sunshine Law.

MINUTES

Commissioner Casella, seconded by Commissioner Porter, made a motion to approve the minutes of the December 15, 2010 regular meeting as submitted. Roll call vote: Ayes: Commissioners Casella, Porter, and Watson. Abstain: Commissioner Creedon.

BILLS

Bills were presented for approval in the amount of \$45,355.11 for checks dated January 1, 2011 to January 20, 2011. Commissioner Creedon, seconded by Commissioner Casella, made a motion to approve the payment of bills with proper certification in the amount of \$45,355.11 for checks dated January 1, 2011 to January 20, 2011. Roll call vote: All ayes.

Vice-Chairperson Watson turned the meeting over to Mrs. Wooster.

MANAGEMENT

John Rygiel – Apt. 204

Mrs. Wooster advised the Board that she inspected Mr. Rygiel's apartment and it is spotless.

Energy Program

Mrs. Wooster advised the Board that as of July 1, 2010 the government has made it so that the current lighting that we use is no longer made. Mrs. Wooster also advised that she was told that it would cost between \$15,000.00 to \$16,000.00 to change out our current lighting and that the savings in doing so would be about \$20,000.00. Mrs. Wooster spoke to our accountant about this and he advised that it would be a good investment. Commissioner Watson suggested that Mrs. Wooster review this change with Walt. Mrs. Wooster stated that she would like to get an engineer for this and that she would have to go out for proposals. The Board unanimously agreed to have Mrs. Wooster look into this.

Section 8 Hearing

Mrs. Wooster advised the Board that we have received another request for a hearing. Mrs. Wooster advised the Board that one of our Section 8 tenants, Tammy Wilson, was sent a termination letter on December 14, 2010 to which she did not respond to in the ten day time frame. Ms. Wilson did call on December 27th and 29th and left messages on the answering machine, as the office was closed from December 24th thru January 2nd. Mrs. Wooster also advised the Board that we had received a call from

DYFS questioning why Ms. Wilson was being terminated from the program and advised us that if she is terminated from the program, she could possibly lose her children. Mrs. Wooster advised that she spoke to Ms. Wilson and suggested that she send a letter asking the Board to reconsider allowing her to have a hearing. Solicitor Shusted added that if she is granted a hearing, the Board can question her on her failure to follow the rules of the Section 8 Program. A discussion followed.

Commissioner Creedon, seconded by Commissioner Porter, made a motion to allow Ms. Wilson to be granted a hearing. Roll call vote: All ayes.

Roof Repair

Mrs. Wooster advised that the roof is repaired and that we have received a letter from the manufacturer stating that the warranty is not voided.

Financial Statements

Mrs. Wooster provided a copy of the Financial Statements for FYE 06/30/10 to the Commissioners and reviewed same.

Housing Authority Operating Funds

Mrs. Wooster advised that our accountant has advised that we should invest \$250,000.00 of our operating funds into some type of CD that bears more interest. A discussion followed. Commissioner Creedon, seconded by Commissioner Porter, made a motion that Mrs. Wooster invest \$250,000.00 of our operating funds into some type of CD that bears more interest. Roll call vote: All ayes.

SECTION 8

Bills

Bills were presented for approval in the amount of \$9,951.00 for the Disabled Voucher Program for checks dated January 1, 2011 thru January 31, 2011. Commissioner Creedon, seconded by Commissioner Porter, made a motion to approve the payment of bills with proper certification in the amount of \$9,951.00 for checks dated January 1, 2011 thru January 31, 2011 for the Disabled Voucher Program. Roll call vote: All ayes.

Bills were presented for approval in the amount of \$24,250.00 for the HCV Program for checks dated January 1, 2011 thru January 31, 2011. Commissioner Porter, seconded by Commissioner Creedon, made a motion to approve the payment of bills with proper certification in the amount of \$24,250.00 for checks dated January 1, 2011 thru January 31, 2011 for the HCV Program. Roll call vote: All ayes.

Bills were presented for approval in the amount of \$6,852.49 for Vendor checks dated January 1, 2011 thru January 31, 2011. Commissioner Creedon, seconded by Commissioner Casella, made a motion to approve the payment of bills with proper certification in the amount of \$6,852.49 for Vendor checks dated January 1, 2011 thru January 31, 2011. Roll call vote: All ayes.

PUBLIC

There was no public in attendance.

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Mrs. Wooster reminded the Commissioners that the hearing scheduled for next month will start at 3:45PM. Mrs. Wooster also asked the Commissioners if e-mailing the minutes was still working for them. A discussion followed. Commissioner Porter requested that her minutes be mailed to her; everyone else was fine with e-mail.

Commissioner Creedon, seconded by Commissioner Casella, made a motion to adjourn. Voice vote: All ayes.

Respectfully submitted,

A handwritten signature in cursive script that reads "Sheila K. Wooster".

Sheila K. Wooster
Secretary