

**HOUSING AUTHORITY OF THE BOROUGH OF CLEMENTON
BOARD OF COMMISSIONERS RE-ORGANIZATION MEETING
July 2, 2018**

Chairman Schmidt called the July 2, 2018 Board of Commissioners Re-Organization Meeting of the Housing Authority of the Borough of Clementon to order at 6:00PM and turned the meeting over to Executive Director / Secretary Ken Paris. Mr. Paris read the Sunshine Statement that the meeting was being held in accordance with the New Jersey Open Public Meetings Act, N.J.S.A. 10:4-6, also known as the Sunshine Law. Notice of the meeting was sent to the Courier Post and South Jersey Time on 7/7/2017 and published in the Post on 7/12/2017 and in the Times on 7/18/2017. Notice was also transmitted to the Borough Clerk on 7/7/2017 and posted on the bulletin board in Wooster Towers. The meeting was held at the John Leshar Senior Center located at 49 Berlin Road, Clementon, New Jersey.

Solicitor Ogozalek advised that the Chairman can run the meeting, as the person who is Chairman remains Chairman until the election of a successor.

Chairman Schmidt called for the Salute to flag.

Upon roll call the following were present: Commissioner Armbruster, Commissioner Casella, Commissioner Closs, Vice Chairman Cater, and Chairman Schmidt. Also present at this meeting were Ken Paris, Executive Director and Anthony H. Ogozalek, Jr., Solicitor. Absent: Commissioner Watson and Barbara Murray, Secretary.

NOMINATION OF CHAIRMAN – RES. HA18-09

Chairman Schmidt opened the floor for nominations. Commissioner Armbruster, seconded by Commissioner Casella nominated Commissioner Schmidt as Chairman of the Authority for a term 7/1/18 to 6/30/19, effective July 2, 2018. Being no further nominations, Chairman Schmidt called the roll.

Roll call vote for nomination of Commissioner Schmidt to be appointed as Chairman of the Authority: Ayes: Commissioners Armbruster, Closs, Casella and Vice Chairman Cater. Nay: Chairman Schmidt. Resolution carried 4-1.

NOMINATION OF VICE CHAIRMAN – RES. HA18-10

Chairman Schmidt opened the floor for nominations. Commissioner Armbruster nominated Commissioner Closs. Chairman Schmidt nominated Commissioner Casella. Commissioner Closs nominated Commissioner Armbruster. Vice Chairman Cater seconded the nomination of Commissioner Closs. Hearing no other nominations, Chairman Schmidt called the roll for the nomination of Commissioner Closs as Vice Chairman of the Authority for a term 7/1/18 to 6/30/19, effective July 2, 2018.

Roll call vote for nomination of Commissioner Closs to be appointed as Vice Chairman of the Authority: Ayes: Commissioners Armbruster, Casella and Vice Chairman Cater and Chairman Schmidt. Nay: Chairman Closs. Resolution carried 4-1.

APPOINTMENT OF COMMITTEES

Chairman Schmidt appointed the following committees for FY2018-2019, effective July 2, 2018: **Administration, Finance and Personnel:** Commissioner Casella, Vice Chairman Closs and Chairman Schmidt.

Policy and Planning: Commissioner Watson, Commissioner Armbruster, Commissioner Cater. Alt. – Chairman Schmidt.

DESIGNATION OF DEPOSITORIES – RES. 18-11

Chairman Schmidt asked for a motion to designate TD Bank as our depository for Public Housing, Tenant Activities and Section 8 accounts and Santander Bank for our tenant security deposit account for FY18-19, effective July 2, 2018.

Vice Chairman Closs, seconded by Commissioner Casella, made a motion to approve TD Bank and Santander Bank. Roll Call Vote: All in favor, 5-0.

DESIGNATION OF LEGAL ADVERTISERS – RES. 18-12

Chairman Schmidt asked for a motion to designate the Courier Post, South Jersey Times and the Central Record as our legal advertisers for FY18-19, effective July 2, 2018.

Commissioner Closs, seconded by Commissioner Casella, made a motion to approve Courier Post, South Jersey Times and the Central Record as our legal advertisers. Voice vote: All ayes. The motion carried.

DESIGNATION OF MEETING, TIME & PLACE – RES. 18-13

Chairman Schmidt stated that he is fine with keeping the meetings on the first Wednesday of the month, but asked if it did not pose a conflict for any others present, if the Board could consider moving the meetings to the 2nd, 3rd or 4th Thursday of the month. No one objected. Vice Chairman Closs asked if it would be easier for Chairman Schmidt to make Thursday evenings. Chairman Schmidt said he is fine with Wednesday but Thursday would be easier with traveling for work.

Chairman Schmidt also advised that our accountant has asked that we have a meeting on July 18th. The board decided that the meetings would be moved to 2nd Thursday of the month at the John Leshner Center Senior Center, with the exception of July 18, 2018 which will be held at 12:30pm in Wooster Towers and the Re-Organization/Monthly meeting for July 2019 will be held on Tuesday July 2, 2019 at 6pm.

Commissioner Armbruster, seconded by Vice Chairman Closs. Voice vote: All ayes. The motion carried.

DESIGNATION OF CHECK SIGNATORIES – RESOLUTION HA18-14

Chairman Schmidt asked for a motion designated himself, Commissioner Casella and Executive Director Paris as check signatories for FY18-19, effective July 2, 2018.

Commissioner Armbruster, seconded by Vice Chairman Closs, made a motion to designate Chairman Schmidt, Commissioner Casella and Executive Director Paris as check signatories for FY18-19, effective July 2, 2018. Roll call vote: All ayes. The motion carried.

APPROVAL OF MINUTES

Chairman Schmidt asked for a motion to approve the minutes of the June 6, 2018 Board of Commissioners Monthly Meeting as submitted.

Commissioner Casella, seconded by Vice Chairman Closs, made a motion to approve the minutes of the June 6, 2018 Board of Commissioners Monthly Meeting as submitted. Voice vote: All ayes. The motion carried.

APPROVAL OF PAYMENT OF BILLS

Chairman Schmidt asked if anyone had any questions on the bills presented for payment. Hearing none, Chairman Schmidt asked for a motion to approve payment of the bills from June 2018 in the amount of \$32,747.74.

Commissioner Casella, seconded by Commissioner Armbruster, made a motion to approve the bills. Roll call vote: All ayes. The motion carried.

NEW BUSINESS

Smoke Curtains Repair and Replacement

The Board discussed the issue with Executive Director Paris. Mr. Paris stated that the quote received by the board is the cost for each floor and does not include electric costs. Chairman Schmidt mentioned that last month a discussion was held whether we needed smoke curtains. Commissioner Armbruster mentioned that he was trying to find in the fire code or law where these were needed. Commissioner Armbruster also mentioned he spoke to the Fire Marshall. It was decided that the Solicitor would look into the matter and report back to Mr. Paris, Chairman Schmidt and the board.

DCA Budget

Chairman Schmidt advised that our accountant has requested us to hold a meeting in July, which was earlier discussed.

PUBLIC

Chairman Schmidt opened the meeting to the Public; there was no public; Chairman Schmidt closed the meeting to the Public.

Commissioner Casella, seconded by Vice Chairman Closs, made a motion to adjourn at 6:27PM. Voice vote: All ayes. The motion carried.

Respectfully submitted,

A handwritten signature in blue ink, appearing to be 'Ken Paris', written over the text 'Respectfully submitted,'.

Ken Paris
Secretary