

HOUSING AUTHORITY OF THE BOROUGH OF CLEMENTON
BOARD OF COMMISSIONERS MONTHLY MEETING
JULY 24, 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 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. 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 Armbruster, 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 Konrad.

APPROVAL OF MINUTES

Chairman Schmidt asked for a motion to approve the minutes of the July 1, 2024 Reorganization Meeting as submitted. Commissioner Armbruster, seconded by Commissioner Cater, made a motion to approve the minutes of the July 1, 2024 Reorganization Meeting as submitted. Roll call vote: Ayes: Commissioner Armbruster, Commissioner Cater, Commissioner Watson, Vice-Chairman Closs, and Chairman Schmidt. The motion carried.

MANAGEMENT REPORT

The management report was reviewed and there were no questions.

NEW BUSINESS

Resolution 2024-012 – Award Contract for Fee Accounting Services

Chairman Schmidt asked for a motion to adopt Resolution 2024-001 – Award Contract for Fee Accounting Services to Blosky & Associates for the fiscal year 7/1/2024 to June 30, 2025. Commissioner Armbruster, seconded by Commissioner Watson, made a motion to adopt Resolution 2024-012 – Award Contract for Fee Accounting Services to Blosky & Associates for the fiscal year 7/1/2024 to 6/30/2025. Roll call vote: Ayes: Commissioner Armbruster, Commissioner Cater, Commissioner Watson, Vice-Chairman Closs, and Chairman Schmidt. The motion carried.

Resolution 2024-013 – Award Contract for Audit Service

Chairman Schmidt asked for a motion to adopt Resolution 2024-013 – Award Contract for Audit Services to Novogradic & Company LLC for the fiscal year 7/1/2024 to 6/30/2025. Commissioner Armbruster, seconded by Vice-Chairman Closs, made a motion to adopt Resolution 2024-013 – Award Contract for Audit Services to Novogradic & Company LLC for the fiscal year 7/1/2024 to

6/30/2025. Roll call vote: Ayes: Commissioner Armbruster, Commissioner Cater, Commissioner Watson, Vice-Chairman Closs, and Chairman Schmidt. The motion carried.

Resolution 2024-014 – Award Contract for Architectural Services

Chairman Schmidt asked for a motion to adopt Resolution 2024-014 – Award Contract for Architectural Services to LAN Associates for fiscal year 7/1/2024 to 6/30/2025. (It was noted that if engineering services are needed, we would advertise for same at that time) Commissioner Watson, seconded by Commissioner Armbruster, to adopt Resolution 2024-014 – Award Contract for Architectural Services to LAN Associates for fiscal year 7/1/2024 to 6/30/2025. Roll call vote: Ayes: Commissioner Armbruster, Commissioner Cater, Commissioner Watson, Vice-Chairman Closs, and Chairman Schmidt. The motion carried.

Resolution 2024-015 – Award Contract for General Management Legal Services

Chairman Schmidt asked for a motion to adopt Resolution 2024-015 – Award Contract for General Management Legal Services to the Law Office of Anthony H. Ogozalek, Jr. for the term of one year beginning July 1, 2024 and ending July 31, 2025. Commissioner Cater, seconded by Vice-Chairman Closs, made a motion to Award Contract for General Management Legal Services to the Law Office of Anthony H. Ogozalek, Jr. for the term of one year beginning July 1, 2024 and ending July 31, 2025. Roll call vote: Ayes: Commissioner Armbruster, Commissioner Cater, Commissioner Watson, Vice-Chairman Closs, and Chairman Schmidt. The motion carried.

Comments from Chairman Schmidt

Chairman Schmidt advised the Board that he received a phone call from a councilwoman last week regarding our air conditioning policy; she told Chairman Schmidt that she was told that one of our residents who had COPD passed, and did not have air conditioning, and it is being said in the community that, in her exact words, “we are killing our residents here at Wooster Towers” because the resident who passed did not have air conditioning. Barb Murray advised that this resident did have air conditioning. Chairman Schmidt advised that he told the councilwoman that he would investigate the matter and would get back to her.

Chairman Schmidt advised that he spoke to Barb Murray about this the day after he received this call who advised that this resident did have air conditioning, and that Mr. Lawrence was away but that he did speak to him today about this. Chairman Schmidt reviewed our air conditioning policy and advised that this policy was instituted prior to 1995 (at which time residents paid \$10 per month year-round if they had an air conditioner) and the policy was not updated until 2015 at which time an analysis was completed by the Director at that time. This analysis showed that \$10 per month was under the amount that it should have been but because the rate had not been adjusted in twenty plus years the Board at that time set the fee to \$25 per month year-round with the intentions of reviewing it every couple of years. Mr. Lawrence stated that the residents do not pay their own electric bill; this “excess utility” fee charged to the residents helps the Housing Authority by offsetting our electric cost. A discussion followed.

Chairman Schmidt advised the Board that Mr. Lawrence will be reviewing the air conditioning policy and make any changes in the language if necessary and do a cost analysis for this fee to see if it needs to be adjusted.

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.

Chairman Schmidt asked for a motion to adjourn at 6:40PM. Commissioner Armbruster, seconded by Commissioner Cater, made a motion to adjourn at 6:40PM. Voice vote: All ayes (Commissioner Armbruster, Commissioner Cater, Commissioner Watson, Vice-Chairman Closs, and Chairman Schmidt). The motion carried.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'Vernon Lawrence', with a stylized, cursive-like script.

Vernon Lawrence
Secretary