

The Reorganization Meeting and the Regular Meeting of the Housing Authority of the Borough of Clementon will be held on Wednesday, June 16, 2010 at 4:00PM at the Wooster Towers in the Community Room.

Sheila K. Wooster
Secretary

PLEASE CALL IF YOU CANNOT ATTEND.

AGENDA

REORGANIZATION MEETING

June 16, 2010

ELECTION OF CHAIRPERSON

ELECTION OF VICE-CHAIRPERSON

APPOINTMENT OF AUDITOR

APPOINTMENT OF FEE ACCOUNTANT

APPOINTMENT OF SOLICITOR

DESIGNATION OF DEPOSITORY

LEGAL ADVERTISER

SELECTION OF MEETING DATE, TIME, AND PLACE

REGULAR MEETING

MINUTES

BILLS

MANAGEMENT

Administer Oath of Office to New Commissioner

Approval of Operating Budget FYE 06/30/11

Approval of State Budget FYE 06/30/11

MODERNIZATION

SECTION 8

Bills

**CLEMENTON HOUSING AUTHORITY
REGULAR MEETING
JUNE 16, 2010**

Chairperson Nicholson 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, Hauck, Nicholson, Porter, and Watson. Also present at this meeting were Sheila K. Wooster, Executive Director, Thomas J. Shusted, Jr., Solicitor (arrived at 4:15PM), 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.

Sheila K. Wooster administered the Oath of Office to Joseph Casella and welcomed him as our new commissioner. Mrs. Wooster advised the Board that we are still in need of a commissioner and that if anyone knew of someone who would be interested, to please let her know. Commissioner Nicholson suggested that we send another letter to Borough Council advising them that we are still in need of another commissioner.

MINUTES

Commissioner Creedon, seconded by Commissioner Nicholson, made a motion to approve the minutes of the April 14, 2010 Regular Meeting as submitted. Roll call vote: Ayes: Commissioners Creedon, Hauck, Nicholson, Porter, and Watson. Abstain: Commissioner Casella.

Due to a lack of quorum there was no meeting in May.

BILLS

Bills were presented for approval in the amount of \$35,288.24 for checks dated May 1, 2010 thru May 20, 2010. Commissioner Creedon, seconded by Commissioner Porter, made a motion to approve the payment of bills with proper certification in the amount of \$35,288.24 for checks dated May 1, 2010 thru May 20, 2010. Roll call vote: All ayes, with Commissioner Nicholson abstaining from the approval of Quality Landscaping.

Bills were presented for approval in the amount of \$25,413.33 for checks dated June 1, 2010 thru June 17, 2010. Commissioner Porter, seconded by Commissioner Creedon, made a motion to approve the payment of bills with proper certification in the amount of \$25,413.33 for checks dated June 1, 2010 thru June 17, 2010. Roll call vote: All ayes, with Commissioner Nicholson abstaining from the approval of Quality Landscaping.

Commissioner Nicholson then turned the meeting over to Mrs. Wooster.

MANAGEMENT

Operating Budget FYE 06/30/11

Commissioner Hauck, seconded by Commissioner Casella, made a motion to approve the Operating Budget FYE 06/30/11. Roll call vote: All ayes.

Regular Meeting
June 16, 2010
Page 2

State Budget FYE 06/30/11

Commissioner Creedon, seconded by Commissioner Porter, made a motion to approve the State Budget FYE 06/30/11. Roll call vote: All ayes.

Designation Plan

Mrs. Wooster thanked the Board for their approval to accept Maria Cimino's proposal by telephone vote to complete our Designation Plan for the Housing Authority. This plan allows us to house tenants 62 years of age and older only.

Roof Damage

Mrs. Wooster advised the Board that when Clearwire installed the cell towers on the roof there was some damage to our new roof but they will pay for the damage. Due to the fact that the equipment was installed on the wall and they were unable to get to the back of the equipment, Clearwire needs to remove the equipment and reinstall it in a different position. Mrs. Wooster advised the Board that Clearwire had presented an engineering report for the new set up. Solicitor Shusted suggested that we contact an engineer for a second opinion.

Computer Problems

Mrs. Wooster advised that we have been having a lot of problems with the computers in the community room; mainly infected with viruses and it is becoming quite costly to have them serviced. Our computer technician has suggested that we install some type of security software, similar to parental control, and hopefully this will alleviate some of these problems. Mrs. Wooster advised that she will be discussing the options with our computer technicians in the near future.

Community Room Air-Conditioner

Mrs. Wooster advised the Board that the air conditioner in the community room is not working and that she is in the process of getting quotes to have it repaired. We have received a quote from Joe Pauline in the amount of \$8,950.00 and one from Petro in the amount of \$17,440.00. Solicitor Shusted suggested that we contact Hutchinson Heating & Air for a quote and Commissioner Nicholson suggested that we contact Temprite. Commissioner Watson suggested that maybe we should replace the outside units. A discussion followed. Commissioner Hauck, seconded by Commissioner Porter, made a motion that Mrs. Wooster be allowed to accept the best proposal for the job not to exceed \$15,000.00; anything over \$15,000.00 would require Board approval. Roll call vote: All ayes. Commissioner Creedon, seconded by Commissioner Casella, made a motion to approve using funds from our operating budget reserve, to be replaced when funding becomes available. Roll call vote: All ayes.

CAPITAL FUND PROGRAM

Smoke Barrier Doors

Mrs. Wooster advised that the smoke barrier doors are complete and that our Police Chief Randall Freiling and our Fire Chief John Busch were here to see the completed project.

SECTION 8

New Inspector

Mrs. Wooster advised the Board that our new inspector, Adam Norcross, has completed a few inspections and is working out very well.

Bills

Bills were presented for approval in the amount of \$3,874.34 for vendor payments dated May 19, 2010. Commissioner Porter, seconded by Commissioner Watson, made a motion to approve the payment of bills with proper certification in the amount of \$3,874.34 for vendor checks dated May 19, 2010. Roll call vote: All ayes.

Bills were presented for approval in the amount of \$10,306.00 for the Disabled Voucher Program for checks dated May 1, 2010. Commissioner Hauck, seconded by Commissioner Watson, made a motion to approve the payment of bills with proper certification in the amount of \$10,306.00 for the Disabled Voucher Program for checks dated May 1, 2010. Roll call vote: All ayes.

Bills were presented for approval in the amount of \$24,794.00 for the HCV Program for checks dated May 1, 2010. Commissioner Watson, seconded by Commissioner Porter, made a motion to approve the payment of bills with proper certification in the amount of \$24,794.00 for the HCV Program for checks dated May 1, 2010. Roll call vote: All ayes.

Bills were presented for approval in the amount of \$4,828.33 for vendor payments dated June 1, 2010 thru June 15, 2010. Commissioner Creedon, seconded by Commissioner Hauck, made a motion to approve the payment of bills with proper certification in the amount of \$4,828.33 for vendor checks dated June 1, 2010 thru June 15, 2010. Roll call vote: All ayes.

Bills were presented for approval in the amount of \$10,306.00 for the Disabled Voucher Program for checks dated June 1, 2010. Commissioner Creedon, seconded by Commissioner Hauck, made a motion to approve the payment of bills with proper certification in the amount of \$10,306.00 for the Disabled Voucher Program for checks dated June 1, 2010. Roll call vote: All ayes.

Bills were presented for approval in the amount of \$24,997.00 for the HCV Program for checks dated June 1, 2010. Commissioner Watson, seconded by Commissioner Hauck, made a motion to approve the payment of bills with proper certification in the amount of \$24,997.00 for the HCV Program for checks dated June 1, 2010. Roll call vote: All ayes.

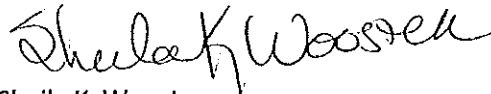
Regular Meeting
June 16, 2010
Page 4

PUBLIC

There was no public in attendance.

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

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Sheila K. Wooster". The signature is written in a cursive, flowing style.

Sheila K. Wooster
Secretary