

AGENDA

REORGANIZATION MEETING

June 18, 2014

1. Call Meeting to Order/Sunshine Statement by Chairman Nicholson

“This meeting is being held in accordance with the New Jersey Open Public Meetings Act, NJSA 10:4-6, also known as the sunshine law. This meeting has been legally advertised in accordance with the law.”

2. PLEDGE OF ALLEGIANCE

3. ROLL CALL

4. ELECTION OF CHAIRPERSON

5. ELECTION OF VICE-CHAIRPERSON

6. APPOINTMENT OF ATTORNEY

7. APPOINTMENT OF FEE ACCOUNTANT

8. APPOINTMENT OF AUDITOR

9. DESIGNATION OF DEPOSITORY

10. LEGAL ADVERTISER

11. SELECTION OF MEETING DATE, TIME, AND PLACE

**HOUSING AUTHORITY OF THE BOROUGH OF CLEMENTON
REORGANIZATION MEETING
JUNE 18, 2014**

Salute to flag.

William J. Harris, Executive Director, called the June 18, 2014 Annual Reorganization Meeting of the Housing Authority of the Borough of Clementon to order at 4:48PM and announced that the meeting has been properly posted pursuant to N.J.S.A. 10:4-6, the Open Public Meetings Act. The meeting was held in the Community Room of Wooster Towers located at 22 Gibbsboro Road, Clementon, New Jersey. Upon roll call the following were present: Commissioners Cater, Casella, McKelvey, Nicholson, Porter and Schmidt. Also present at this meeting were: William J. Harris, Executive Director, Anthony Ogozalek, Jr., Solicitor and Barbara J. Murray, Secretary. Absent: Commissioner Watson.

Mr. Harris opened the meeting and called for nominations for Chairperson of the Authority.

Chairperson

Commissioner McKelvey, seconded by Commissioner Porter, made a motion that Commissioner Nicholson be nominated for Chairperson of the Authority for the year 2014-2015, effective July 1, 2014.

Being no further nominations, the Secretary asked for a roll call vote that Commissioner Nicholson be appointed Chairperson of the Authority for the year 2014-2015, effective July 1, 2014. Roll call vote: Ayes: Commissioners Casella, Cater, McKelvey and Porter. Neys: Commissioner Schmidt. Abstain: Commissioner Nicholson.

Chairperson Nicholson called for nomination for Vice-Chairperson of the Authority.

Vice-Chairperson

Commissioner Nicholson, seconded by Commissioner McKelvey, made a motion that Commissioner Watson be nominated for Vice-Chairperson of the Authority for the year 2014-2015, effective July 1, 2014.

Being no further nominations, the Secretary asked for a roll call vote that Commissioner Watson be appointed Vice-Chairperson of the Authority for the year 2014-2015, effective July 1, 2014. Roll call vote: All ayes.

PROFESSIONAL SERVICES

Legal Services

Mr. Harris advised that we received two proposals for legal services:

- 1) Beckman, Ogozalek, Perez & Paglione – Annual Fee \$2,400.00 (\$200.00 per meeting), \$150.00 hourly fee for additional services and \$650.00 for each eviction filed on behalf of the Authority
- 2) Long, Marmero & Associates - \$150.00 per hour

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Commissioner Nicholson, seconded by Commissioner Schmidt, made a motion to accept the proposal from Beckman, Ogozalek, Perez & Paglione for legal services for our fiscal year 07/01/14 thru 06/30/15. Roll call vote: All ayes.

Fee Accountant

Mr. Harris advised that we only received two proposals for Fee Accountant:

- 1) Joseph E. Kavanaugh (our current Fee Accountant) - \$10,925.00 (Public Housing & Section 8)
- 2) Caudill & Associates, CPA - \$20,400.00 (not to exceed)

Commissioner Schmidt, seconded by Commissioner Cater, made a motion to accept the proposal from Joseph E. Kavanaugh in the amount of \$10,925.00 for Fee Accounting services for our Public Housing and Section 8 Programs for our fiscal year 07/01/14 thru 06/30/15. Roll call vote: All ayes.

Auditor

Mr. Harris advised that we received three proposals for Auditing services:

- 1) Hymanson, Parnes & Giampaolo, CPA - \$5,980.00
- 2) Holman, Frenia & Allison, PC - \$7,500.00
- 3) Joseph W. Bowley & Company - \$5,760.00

Commissioner Schmidt, seconded by Commissioner Cater, made a motion to accept Holman, Frenia & Allison's proposal for Auditing services in the amount of \$7,500.00 for the year 07/01/14 thru 06/30/15.

Commissioner Schmidt advised that he chose Holman, Frenia & Allison's proposal for Auditing services because for the past two years he asked if our present Auditor, Hymanson, Parnes & Giampaolo, would attend a meeting to explain the audit, was told that they would attend a meeting but they cancelled. Mr. Harris advised that he did not know the circumstances, but assured the Board that this would not happen while he was Executive Director and that they would not be paid until after the exit conference and proof of filing. A discussion followed.

Commissioner Nicholson, seconded by Commissioner McKelvey, made a motion to accept Hymanson, Parnes & Giampaolo's proposal for auditing services in the amount of \$5,980.00 for the year 07/01/14 thru 06/30/15.

Commissioner Nicholson asked each Commissioner to cast their informal vote stating which firm they chose, HPG (Hymanson, Parnes & Giampaolo) or HFA (Holman, Frenia & Allison, PC). Roll call vote: Commissioner Casella – HPG, Commissioner Cater – HPG, Commissioner McKelvey – HPG, Commissioner Nicholson – HPG, Commissioner Porter – HPG, Commissioner Schmidt – HFA.

Solicitor Ogozalek advised that even though HPG received the majority of votes, the Board still needs to do a formal vote and this can be done on the previous motion and second. Commissioner Nicholson

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asked for a roll call vote to accept HPG's proposal for auditing services. Roll call vote: Ayes: Commissioners Casella, Cater, McKelvey, Nicholson, and Porter.

Commissioner Schmidt called a point of order stating that he made a motion to accept the proposal from HFA and that motion was seconded prior to the motion for HPG and technically the motion accepting HFA's proposal should be voted on first or the motion should be withdrawn from the table. Solicitor Ogozalek advised that technically it does not and that the State of New Jersey statute does not require an exact form to be followed; it can be done informally. Solicitor Ogozalek further advised that any Board in the State of New Jersey with less than 12 members is informal and that it is up to the Chairman to decide how the vote will be taken. Commissioner Schmidt thanked Solicitor Ogozalek for the clarification.

Commissioner Schmidt's vote for HPG was nay.

The motion carried and HPG's proposal was accepted.

Commissioner Schmidt, seconded by Commissioner Casella, made a motion to authorize our Solicitor to review last year's contract with HPG with Mr. Harris and if they did not meet their contractual obligation to start legal proceedings to recoup our money. A discussion followed.

Solicitor Ogozalek advised that he would look at the contract briefly and report any findings at the next Board meeting; and the Board could decide at that time how to proceed. Commissioner Schmidt amended his motion to say that a determination of how to proceed would be made on the advice of our Solicitor. Roll call vote: All ayes.

Designation of Depository

Mr. Harris advised that we currently use TD Bank.

Commissioner Casella, seconded by Commissioner Porter, made a motion to designate TD Bank as our depository for the fiscal year 07/01/14 thru 06/30/15. Roll call vote: All ayes.

Legal Advertisers

Mr. Harris advised that we currently use the Courier Post. Commissioner Schmidt asked if we could also use the Inquirer. A discussion followed.

Commissioner Porter, seconded by Commissioner Schmidt, made a motion to designate the Courier Post and the Inquirer as our legal advertisers. Roll call vote: All ayes.

Selection of Meeting Date, Time and Place


Commissioner Nicholson advised that we currently meet on the third Wednesday at 4:00PM in the Community Room at Wooster Towers located at 22 Gibbsboro Road, Clementon, New Jersey.

Commissioner Schmidt asked if there was any way that the time of the meeting could be changed to maybe 5:00PM or 6:00PM due to his work schedule. Commissioner Nicholson advised that he was open to any suggestions. After some discussion it was determined that there was no other time that was suitable for the majority. Commissioner Schmidt asked if a member could participate by phone and Solicitor Ogozalek replied yes. Commissioner Nicholson asked if we had a quorum would it be necessary to have a member participate via phone and Solicitor Ogozalek replied yes because they have to be allowed to participate if it is in the By-Laws. Commissioner McKelvey asked how we would know if someone else were listening if we were on speakerphone; Solicitor Ogozalek advised that it is an open meeting; if we go into Executive Session we can then set limitations. Solicitor Ogozalek suggested that we make changes to our By-Laws as to what we prefer.

Commissioner Nicholson, seconded by Commissioner Casella, made a motion to keep the meeting date, time and place the same, 4:00PM on the third Wednesday of each month in the Community Room at Wooster Towers located at 22 Gibbsboro Road, Clementon, New Jersey. Roll call vote: Ayes: Commissioner Casella, Cater, McKelvey, Nicholson and Porter. Ney: Commissioner Schmidt. The motion carried.

Commissioner Casella, seconded by Commissioner Schmidt, made a motion to adjourn at 5:26PM. Voice vote: All ayes.

Respectfully submitted,


William J. Harris
Secretary