

**HOUSING AUTHORITY OF THE BOROUGH OF CLEMENTON
REORGANIZATION MEETING
JUNE 19, 2013**

Salute to flag.

Sheila K. Wooster, Executive Director, called the Annual Reorganization Meeting of the Housing Authority of the Borough of Clementon to order and announced that the meeting has been properly advertised and 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 Casella, Cater, McKelvey, Nicholson, Schmidt, and Watson. Also present at this meeting were Sheila K. Wooster, Executive Director, Anthony Ogozalek, Jr., Solicitor, and Barbara J. Murray, Secretary. Absent: Commissioner Porter.

Mrs. Wooster opened the meeting and called for nominations for Chairperson of the Authority.

CHAIRPERSON

Commissioner Watson, seconded by Commissioner Casella, made a motion that John Nicholson be nominated for Chairperson of the Authority for the year 2013-2014, effective July 1, 2013. Mrs. Wooster asked if there were any other nominations for Chairperson.

Commissioner Nicholson, seconded by Commissioner Schmidt, made a motion that Jeff Watson be nominated for Chairperson of the Authority for the year 2013-2014, effective July 1, 2013. Commissioner Watson respectfully declined the nomination. Mrs. Wooster asked if there were any other nominations for Chairperson.

Commissioner Schmidt, seconded by Commissioner McKelvey, made a motion that Lia Cater be nominated for Chairperson of the Authority for the year 2013-2014, effective July 1, 2013. Mrs. Wooster asked if there were any other nominations for Chairperson.

Commissioner Schmidt commented that he has an issue with the sitting Mayor of the Borough to be the Chairperson of the Authority because there may be times he may have to handle requests from the Borough. Commissioner Casella stated that he feels this is not a conflict of interest. Mrs. Wooster asked Solicitor Ogozalek what the law is regarding this situation. Solicitor Ogozalek said that there is nothing illegal about this and that the law clearly states that.

Being no further nominations, the Secretary asked for a roll call vote for Chairperson, with each Commissioner casting their vote for their person of choice for Chairperson. Roll call vote: Commissioner Casella – John Nicholson, Commissioner Cater – John Nicholson, Commissioner McKelvey – John Nicholson, Commissioner Nicholson – Lia Cater, Commissioner Schmidt – Lia Cater, and Commissioner Watson – John Nicholson. With John Nicholson having the majority of the votes, he was elected Chairperson of the Authority for the year 2013-2014, effective July 1, 2013.

VICE-CHAIRPERSON

Commissioner Schmidt, seconded by Commissioner Nicholson, made a motion that Patricia Porter be nominated for Vice-Chairperson of the Authority for the year 2013-2014, effective July 1, 2013. Mrs. Wooster asked if there were any other nominations for Vice-Chairperson.

Commissioner Casella, seconded by Commissioner Nicholson, made a motion that Jeff Watson be nominated for Vice-Chairperson of the Authority for the year 2013-2014, effective July 1, 2013. Mrs. Wooster asked if there were any other nominations for Vice-Chairperson.

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Being no further nominations, the Secretary asked for a roll-call vote for Vice-Chairperson, with each Commissioner casting their vote for their person of choice for Vice-Chairperson. Roll call vote: Commissioner Casella – Jeff Watson, Commissioner Cater – Jeff Watson, Commissioner McKelvey – Abstain, Commissioner Nicholson – Jeff Watson, Commissioner Schmidt – Patricia Porter, Commissioner Watson – Jeff Watson. With Jeff Watson having the majority of the votes, he was elected Vice-Chairperson of the Authority for the year 2013-2014, effective July 1, 2013.

PROFESSIONAL SERVICES

Auditor

Mrs. Wooster advised that we received three proposals for Auditor:

- 1) Samco - \$140,300.00 (scored 73)
- 2) Jennifer Anderson, LLC (Mazzucco & Company, CPA's) - \$7,500.00 (scored 95)
- 3) Hymanson, Parnes & Giampaolo - \$5,980.00 (scored 98)

Commissioner Schmidt, seconded by Commissioner Cater, made a motion to accept the proposal from Hymanson, Parnes & Giampaolo for auditing services in the amount of \$5,980.00 for fiscal year ending 06/30/14. Roll call vote: Ayes – Commissioners Casella, Cater, Nicholson, Schmidt and Watson. Abstain – Commissioner McKelvey.

Fee Accountant

Mrs. Wooster advised that we received one proposal for Fee Accountant:

- 1) Joseph E. Kavanaugh (our current Fee Accountant) - \$10,608.00 for both programs

Commissioner Schmidt, seconded by Commissioner Watson, made a motion to accept Joseph E. Kavanaugh's proposal in the amount of \$10,608.00 for Fee Accounting services for our Public Housing and Section 8 Programs for our fiscal year 07/01/13 through 06/30/14. Roll call vote: Ayes – Commissioners Casella, Cater, Nicholson, Schmidt and Watson. Abstain – Commissioner McKelvey.

Designation of Depository

Mrs. Wooster advised that we are currently using Sovereign Bank and TD Bank as our depositories.

Commissioner Casella, seconded by Commissioner Watson, made a motion to designate Sovereign Bank as one of our depositories for our fiscal year 07/01/13 through 06/30/14. Roll call vote: Ayes – Commissioners Casella, Cater, Nicholson, Schmidt and Watson. Abstain – Commissioner McKelvey.

Commissioner Nicholson, seconded by Commissioner Cater, made a motion to designate TD Bank as one of our depositories for our fiscal year 07/01/13 through 06/30/14. Roll call vote: Ayes – Commissioners Casella, Cater, Nicholson and Watson. Neys – Commissioner Schmidt. Abstain – Commissioner McKelvey.

Legal Advertisers

Mrs. Wooster advised that we currently use the Courier Post and the South Jersey Local News as our legal advertisers. A discussion followed.

Commissioner Cater, seconded by Commissioner Casella, made a motion to designate the Courier Post and the Inquirer as our legal advertisers. Roll call vote: All ayes, with Commissioner Schmidt voting no to the Courier Post.

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Selection of Meeting Time, Date and Place

Commissioner Schmidt made a motion to change the time of the meeting to 6:00PM. There was no second; therefore the motion did not carry.

Commissioner Nicholson, seconded by Commissioner McKelvey, made a motion to keep the meeting time, date 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: All ayes.

The Regular Meeting commenced at 4:40PM immediately following the Annual Reorganization Meeting.

Respectfully submitted,



Sheila K. Wooster
Secretary

