



CLEMANTON HOUSING AUTHORITY

Clementon Housing Authority Board of Commissioners Meeting
John Leshar Senior Center
49 Berlin Road, Clementon, New Jersey

March 12, 2020, 6 pm

AGENDA

1. **Call Meeting to Order/Sunshine Statement by Chair Schmidt**

"This meeting is being held in accordance with the Open Public Meetings Act, also known as the Sunshine Law, N.J.S.A. 10:4-6. Notice of the meeting was sent to the Courier Post and South Jersey Times on 7/10/19 and published in the Post on 7/15/19 and in the Times on 7/14/19. Notice was also transmitted to the Borough Clerk on 7/2/19 and posted on the Bulletin Board in Wooster Towers."

2. **Roll Call**

Commissioner Armbruster	Commissioner Watson
Commissioner Casella	Vice Chairman Closs
Commissioner Konrad	Chairman Schmidt

3. **Approval of Minutes of the February 13, 2020 meeting**

4. **Approval of Bills for February 2020 in the amount of \$7,995.61**

5. **Management/Secretary's Report**

- a. Presentation from David Piccolo, Government Account Manager, T-Mobile
- b. Management Report
- c. Finance
- d. Unfinished Business
 - i. Repositioning
 - ii. HUD Update

6. **New Business**

- (1) Resolution #2020-002 Approving the Capital Fund Program (CFP) Grant Award of \$90,174.00
- (2) Resolution #2020-003 Approving the Submission of the FFY20 Emergency and Disaster Grant
- (3) Resolution #2020-004

7. **Old Business**

8. **Public Session** - *All 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 minutes per person. After everyone wishing to address the governing body has done so, a person may speak again for an additional and final three minutes.*

9. **Closed Session** Resolution #2020-005 Executive Session – NJSA 10:4-12. (7) Possible Litigation

10. **Adjournment**

**HOUSING AUTHORITY OF THE BOROUGH OF CLEMENTON
MONTHLY BOARD OF COMMISSIONERS MEETING
MARCH 12, 2020**

Chairman Schmidt called the meeting to order at 6:08PM and stated that the meeting was being held in accordance with the Open Public Meetings Act, also known as the Sunshine Law, NJSA 10:4-6. Notice of the meeting was sent to the Courier Post and South Jersey Times on 7/10/2019 and published in the Post on 7/15/19 and in the Times on 7/14/19. Notice was also transmitted to the Borough Clerk on 7/2/2019 and posted on the bulletin board in Wooster Towers. The meeting was held at the John Leshner Senior Center located at 49 Berlin Road, Clementon, New Jersey.

Salute to flag

Upon roll call the following were present: Commissioner Casella, Commissioner Konrad, Commissioner Watson, Vice-Chairperson Closs and Chairman Schmidt. Also present at this meeting were Vernon Lawrence, Executive Director and Barbara J. Murray, Secretary and Anthony H. Ogozalek, Solicitor.

APPROVAL OF MINUTES

Chairman Schmidt asked for a motion to approve the minutes of the February 13, 2020 Board of Commissioners Monthly Meeting as submitted. Commissioner Watson, seconded by Commissioner Casella made a motion to approve the minutes of the February 13, 2020 Board of Commissioners Monthly Meeting as submitted. Voice vote - All ayes: Commissioner Casella, Commissioner Konrad, Commissioner Watson, Vice-Chairperson Closs and Chairman Schmidt. The motion carried.

APPROVAL OF BILLS

Chairman Schmidt asked for a motion to approve the payment of Public Housing bills from February 1, 2020 through February 29, 2020 with proper certification. Commissioner Casella, seconded by Commissioner Watson made a motion to approve the payment of Public Housing bills from February 1, 2020 through February 29, 2020 with proper certification. Roll call vote: Ayes: Commissioner Casella, Commissioner Konrad, Commissioner Watson, Vice-Chairperson Closs and Chairman Schmidt. The motion carried.

PRESENTATION OF T-MOBILE PHONE PLAN FOR RESIDENTS

Mr. Lawrence advised that we were contacted by a Government Account Manager from T-Mobile, David Piccolo, about a phone plan for our residents. Mr. Lawrence explained that T-Mobile would be giving the phones to those residents who are interested at no cost and they would be charged a minimal monthly fee that would include unlimited talk, text and data; residents can also switch their landline to T-Mobile as well. The Housing Authority will be billed directly for these charges; the charges will in turn be billed to the resident with their monthly rent charges and the Authority will send the money to T-Mobile directly. Representatives from T-Mobile will be on site to assist the residents with the switch. Mr. Lawrence also stated that we sent a survey out to the residents and we received about 20 to 25 back who were interested. A discussion followed. The Board agreed to move forward with this program.

MANAGEMENT REPORT

Mr. Lawrence reviewed the Management Report:

- 1) We are in the process of applying for an emergency and disaster grant which will include money to replace the boilers.

- 2) We are reviewing the quotes for the replacement of floor tiles in the hallways.
- 3) We have issued another voucher for the HCV Program; our goal is to have 55 vouchers in use by year end.
- 4) The conference call regarding the options for repositioning has been cancelled; we are waiting for a new date. Chairman Schmidt advised that he is available on Thursdays or Fridays.
- 5) We have advertised for the part-time maintenance position.
- 6) We have been given guidelines from HUD regarding COVID-19 which Mr. Lawrence and Barb have distributed to every resident and posted throughout the building.

FINANCE

Mr. Lawrence advised that he would not be discussing finance because we have converted to a new system and we are still transitioning.

COVID-19

As noted in the Management Report, we have been given guidance from HUD regarding COVID-19 and have advised the residents; we will continue to keep them updated as we receive updates.

NEW BUSINESS

Resolution #2020-002 – Approving the Capital Fund Program (CFP) Grant Award of \$90,174

Chairman Schmidt asked for a motion to approve Resolution #2020-002 – Approving the Capital Fund Program (CFP) Grant Award of \$90,174. Commissioner Casella seconded by Chairman Schmidt made a motion to approve Resolution #2020-002 – Approving the Capital Fund Program (CFP) Grant Award of \$90,174. Roll call vote: Ayes: Commissioner Casella, Commissioner Konrad, Commissioner Watson, Vice-Chairperson Closs and Chairman Schmidt. The motion carried.

Resolution #2020-003 – Approving the Submission of the FFY20 Emergency and Disaster Grant

Mr. Lawrence advised that Board the we received an e-mail from HUD stating that there is \$200,000,000 for an emergency and disaster grant that is available on a first come first served basis; and he has already starting reaching out to get quotes on replacing the boilers and someone to help him with the narrative for the grant.

Chairman Schmidt asked for a motion to approve Resolution #2020-003 – Approving the Submission of the FFY20 Emergency and Disaster Grant. Commissioner Casella seconded by Commissioner Watson made a motion to approve Resolution #2020-003 – Approving the Submission of the FFY20 Emergency and Disaster Grant. Roll call vote: Ayes: Commissioner Casella, Commissioner Konrad, Commissioner Watson, Vice-Chairperson Closs and Chairman Schmidt. The motion carried.

Payment of Bills During COVID-19

Chairman Schmidt seconded by Commissioner Casella made a motion to authorize management to pay necessary bills with the appropriate signatures and consultation with Chairman Schmidt and Commissioner Casella due to COVID-19. Roll call vote: Ayes: Commissioner Casella, Commissioner Konrad, Commissioner Watson, Vice-Chairperson Closs and Chairman Schmidt. The motion carried.

VMS Report

Chairman Schmidt advised the Board that Mr. Lawrence notified him that the monthly VMS report for the Housing Choice Voucher Program that is submitted to HUD was submitted with errors and this was not the first time; there have also been other reports that have not been submitted in a timely manner. Mr. Lawrence had a meeting with Charles Holmes and said that he was under the same impression that the reports were being submitted when due; Charles said that he would speak to Rick Adams who has been submitting these reports. Mr. Lawrence said that things were ok for a couple of months but now we are back in the same pattern. Chairman Schmidt asked Mr. Lawrence to schedule a meeting with Charles Holmes out of professional courtesy and let him know that we need to go in a different direction with this and see what he has to offer. A discussion followed.

Comments from the Board

Chairman Schmidt advised the Board that he would like to step down as Chairman in June or possibly even May and appoint Commissioner Casella as Chairman for his final month(s) on the Board; he would also like to present him with a plaque for his years of service to the Clementon Housing Authority and suggested that maybe the Board could take him out to dinner.

Mr. Lawrence asked if he could contact the State about the status of our Governor's appointment; the Board agreed.

PUBLIC

Chairman Schmidt opened the meeting to the public and advised that any members of the public 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 (3) and final minutes. There being no public, Chairman Schmidt closed the meeting to the public.

Commissioner Watson seconded by Commissioner Casella made a motion to adjourn at 6:59PM. Voice vote - All ayes: Commissioner Casella, Commissioner Konrad, Commissioner Watson, Vice-Chairperson Closs and Chairman Schmidt. The motion carried.

Respectfully submitted,



Vernon Lawrence
Secretary