

**HOUSING AUTHORITY OF THE BOROUGH OF CLEMENTON  
BOARD OF COMMISSIONERS MONTHLY MEETING  
MAY 3, 2017**

Chairman Schmidt called the May 3, 2017 Board of Commissioners Meeting to order at 6:00PM. This meeting is being held in accordance with the New Jersey Open Public Meetings Act, N.J.S.A. 10:4-6, also known as the Sunshine Law. This meeting has been legally advertised on July 1, 2016 in accordance with the law in the Courier Post, the South Jersey Times, the Central Record, on the Clementon Housing Authority website and correspondence with the Municipal Clerk. 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 Armbruster, Vice-Chairman Cater, Commissioner Casella, Commissioner Closs, Commissioner Watson, and Chairman Schmidt. Also present at this meeting were William J. Harris, Executive Director, Anthony H. Ogozalek, Jr., Solicitor, and Barbara J. Murray, Secretary.

**APPROVAL OF MINUTES**

Chairman Schmidt asked for a motion to approve the minutes of the April 5, 2017 Board of Commissioners Monthly Meeting as submitted. Commissioner Casella, seconded by Commissioner Watson, made a motion to approve the minutes of the April 5, 2017 Board of Commissioners Monthly Meeting as submitted. Voice vote: All ayes. The motion carried.

Chairman Schmidt, seconded by Vice-Chairman Cater, made a motion to table the approval of the April 27, 2017 Special Meeting until next month to have time to review them. Voice vote: All ayes. The motion carried.

**APPROVAL OF PAYMENT OF BILLS**

Chairman Schmidt asked for a motion to approve the payment of bills from April 6, 2017 to May 3, 2017 with proper certification. Mr. Harris advised that we are still holding bills from the Borough of Clementon water and sewer, CCMUA, and the annual appropriation payment to the State of New Jersey Division of Pensions and Benefits until we are able to guarantee the availability of funds; he said he will make every effort to pay the Borough of Clementon and the CCMUA by the end of the year. Mr. Harris also advised that we would use some of the money that is in the Tenant Activity Account (which is the washer and dryer money, not HUD money) to cover some of our operating funds for May and June. A discussion followed.

Chairman Schmidt questioned Mr. Harris' travel bill asking if it was for multiple trips during the month and also pointed out that mileage is 53.5 cents per mile this year, not .54 cents. A discussion followed. Mr. Harris advised that he would not be taking his mileage payment.

Vice-Chairman Cater questioned why we paid so much for telephone and internet service. Mr. Harris explained that it was a three year contract and when we went out for bids, MetTel was the low bidder at that time (Comcast did not bid). Mr. Harris advised that he had gone out for bid again and that at our April 5, 2017 Board Meeting the contract was awarded to Networks Plus, LLC for the phones with Comcast as the sub-contractor for the internet service. He also noted that we will be saving about \$135.00 per month.

Commissioner Watson, seconded by Commissioner Closs, made a motion to approve the payment of bills from April 6, 2017 to May 3, 2017 with proper certification. Roll call vote: Ayes: Commissioner Armbruster, Commissioner Casella, Commissioner Closs, Commissioner Watson, Vice-Chairman Cater, and Chairman Schmidt. The motion carried.

### **MANAGEMENT**

Chairman Schmidt asked if anyone had any questions on Mr. Harris' Management Report; there were no questions.

### **NEW BUSINESS**

#### **Resolution HA17-08 – Award Elevator Maintenance Contract**

Commissioner Armbruster had questions on the monthly price compared to the total annual bid. Mr. Harris explained the format that is used. A discussion followed.

Commissioner Armbruster, seconded by Vice-Chairman Cater, made a motion to award the elevator maintenance contract to United Elevator Company. Roll call vote: Ayes: Commissioner Armbruster, Commissioner Casella, Commissioner Closs, Commissioner Watson, Vice-Chairman Cater, and Chairman Schmidt. The motion carried.

#### **Review of Appraisal of Erial Road Property**

Mr. Harris advised that Appraisal One has appraised the property on Erial Road at \$12,000; Mr. Gambale, who owns the neighboring property has offered to purchase the property from us for \$3,000. Solicitor Ogozalek advised that questions could be raised if someone contests the sale price not being with 20% to 25% of the market value. Commissioner Armbruster said another option would be to put the property up for auction. A discussion followed.

Mr. Harris advised that he would call Appraisal One and tell him the Board's concerns with the comparables that were used and ask if the appraisal could be adjusted; he will also call the tax assessor for the Borough and asked what the property was assessed for on the assessment that was just completed this year. Mr. Harris will have this information for our next Board meeting.

### **SECTION 8 HEARING OFFICER REPORT/RECOMMENDATION**

Mr. Harris shared with the Board our Section 8 Hearing Officer's recommendation for Tenant "X" which is to give said tenant the opportunity to repay the subsidy that was overpaid; Mr. Harris said that a letter will be sent to Tenant "X" with the terms of the repayment plan:

- 1) Tenant "X" will have 24 months to repay the subsidy that was overpaid
- 2) One time allowance to be late
- 3) If late a second time, it is converted to a judgement and Tenant "X" will be automatically terminated from the Section 8 Program

A discussion followed.

Solicitor Ogozalek said that the Board does not have to accept the Hearing Officer's recommendation; Mr. Harris said that this is an advisory opinion only. Solicitor Ogozalek advised that going forward the Hearing Officer should send a report with the findings addressed to the Board, not the tenant, and if the Board accepts the recommendation the letter to the tenant should be sent from the Housing Authority with the findings and recommendation. A discussion followed.

Mr. Harris said that if the Board agreed with the Hearing Officer's recommendation, he would send the letter to Tenant "X" along with the repayment agreement. Vice-Chairman Cater, seconded by Commissioner Casella, made a motion to accept the recommendation of the Hearing Officer. Voice vote: All ayes. The motion carried.

**PUBLIC**

Chairman Schmidt opened the meeting to the public; seeing no Public Chairman Schmidt closed the Public portion of the meeting.

Commissioner Casella, seconded by Commissioner Watson, made a motion at 6:56PM to adjourn. Voice vote: All ayes. The motion carried.

Respectfully submitted,

  
William J. Harris  
Secretary