

**HOUSING AUTHORITY OF THE BOROUGH OF CLEMENTON
REGULAR MEETING
MAY 4, 2016**

Chairman Schmidt called the May 4, 2016 Regular Meeting of the Clementon Housing Authority to order at 6:00PM 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 at the John Leshner Senior Center located at 49 Berlin Road, Clementon, New Jersey.

Salute to the flag.

Upon roll call the following were present: Commissioner Armbruster, Commissioner Casella, Commissioner Closs, Commissioner Watson, Vice-Chairman Cater, and Chairman Schmidt. Also present at this meeting were William J. Harris, Executive Director, Anthony Ogozalek, Jr., Solicitor, and Barbara J. Murray, Secretary.

MINUTES

Chairman Schmidt asked for a motion to approve the minutes of the April 6, 2016 Regular and Special Meeting in block, with the request that after the Public portion and the adjournment everything else be stricken from the record since the meeting had technically adjourned. A discussion followed. Solicitor Ogozalek advised that rather than not including it in the minutes make a footnote that the meeting had ended but the discussion continued; and in order to allow the members of the public who missed the announcement for the public portion the first time to be heard.

Commissioner Watson, seconded by Commissioner Casella, made a motion to approve the minutes in block for the April 6, 2016 Regular and Special Meetings with the aforesaid correction of adding a footnote. Voice vote: All ayes. The motion carried.

BILLS

Chairman Schmidt asked for a motion to pay the bills dated April 5, 2016 through April 29, 2016 with the exception of the Atlantic City Electric bill. A discussion followed. Commissioner Armbruster, seconded by Vice-Chairman Cater, made a motion to pay all bills dated April 5, 2016 through April 29, 2016 with the exception of the Atlantic City Electric bill to allow Mr. Harris to resolve the discrepancy, giving him the authority to pay the bill when the discrepancy is resolved. Roll call vote: Ayes: Commissioner Armbruster, Commissioner Casella, Commissioner Closs, Commissioner Watson, Vice-Chairman Cater, and Chairman Schmidt. The motion carried.

MANAGEMENT REPORT

Chairman Schmidt asked if anyone had any questions or comments on the Management Report.

Trash Removal Bids

Mr. Harris said that he had an addition to the report; as stated in the report we went out for bid for trash removal for a 3-year period. Three businesses picked up bid packages but only two submitted bids. The bid opening was held on April 29, 2016 at 3PM and Barbara Murray witnessed the opening of bids.

- 1) Gold Medal Environmental Services at a cost of less than what we are paying now with our current vendor and in reviewing the proposal all required documents were submitted.
- 2) Waste Management, our current vendor, did not submit a complete proposal they only submitted a price quote.

Mr. Harris advised that he received a call from Waste Management inquiring about the results and he told him that the bids would be presented at the May Board Meeting but a decision would not be made until the June Board Meeting; however his bid was incomplete. Mr. Harris said that he advised him to read the notice that was put in the paper and on our website and comply with it. Mr. Harris said Waste Management did drop off a bid package yesterday, which he has given to Solicitor Ogozalek for his review.

Solicitor Ogozalek advised that the packet that they dropped off yesterday is not a valid bid and that the only thing we can accept at this time is what they originally dropped off, the price quote. Solicitor Ogozalek advised that our options are to go with the successful bidder, and added that trash bids are separately defined under NJSA 40A:11-1 et seq because there has been a history of problems and there are some mandatory requirements. He said if the Board feels there may be the ability to get a better price, we can choose to not award from these bids and re-bid; if the Board is satisfied with Gold Medal's bid, we can accept their bid at this time. Mr. Harris said that he would rely on our Solicitor's review and advice regarding the Gold Medal bid. A discussion followed.

OLD BUSINESS

Chairman Schmidt advised that there was no old business.

NEW BUSINESS

Resolution HA16-14 – Authorizing the Hiring of Maria Cimino

Chairman Schmidt asked for a motion to approve Resolution HA16-14 authorizing the hiring of Maria Cimino to prepare our bi-annual senior housing designation application. Commissioner Watson, seconded by Commissioner Casella, made a motion to approve Resolution HA16-14 authorizing the hiring of Maria Cimino to prepare our bi-annual senior housing designation application for submission to HUD. Roll call vote: Ayes: Commissioner Armbruster, Commissioner Casella, Commissioner Closs, Commissioner Watson, Vice-Chairman Cater, and Chairman Schmidt. The motion carried.

Resolution HA16-15 – Expressing support for the Borough of Clementon's efforts to obtain CBDG funds for a new generator at Wooster Towers

Chairman Schmidt said that there have been on-going discussions about this over the past several months. Commissioner Armbruster advised that the Borough engineer plans on meeting with Mr. Harris to see what paperwork he has and look at the equipment. Commissioner Armbruster said that his thoughts are to get what it actually needs to run the building and if we cannot get the whole amount in one year, see if there is a way to bond for what they are not covering and then get the money the following year to pay for it.

Mr. Harris said that one of the things on our wish list is to make sure that the new generator has the adequate amperage to accommodate the boilers and the three hot water heaters in the building. Commissioner Armbruster said that our idea is that the building will become self-sufficient and will not create the need for the Borough's Emergency Management to get involved in the event of long-term electrical outages, relocation, etc. Commissioner Armbruster also said that he has also spoken to several people about this and that if we get a large enough generator it would give the Housing Authority the ability to market its' rooftop towards cell antenna and those type of things thereby creating a money making opportunity for the Housing Authority.

Commissioner Watson asked if using CBDG funds would open us up to become a shelter in the event of an emergency. Commissioner Armbruster said that it would not because it is actually HUD money that the county manages; it is HUD money going into a HUD building, HUD gives a certain amount to CBDG each year and that is divided at the State and county levels and the counties divide it between the municipalities. Commissioner

Armbruster stated that we would not want to use Wooster Towers as a shelter for security reasons and that the Borough uses the community center in the back of the fire house for an evacuation center.

Commissioner Watson, seconded by Vice-Chairman Cater, made a motion to approve Resolution HA16-15 – Expressing support for the Borough of Clementon’s efforts to obtain CDBG funds for a new generator at Wooster Towers. Voice vote: All ayes. The motion carried.

PUBLIC

Chairman Schmidt opened the meeting to the public and asked if there were any questions or comments.

Lorraine Rossiter, Apt. 606, asked for clarification when the Board was discussing deleting the conversation that took place after the meeting ended last month. Solicitor Ogozalek explained that it was not being deleted and that a footnote would be added to the minutes stating that this was not part of the official minutes as the meeting had ended; this was a courtesy to the public who missed the call for the public portion to be heard.

Ms. Rossiter said that she spoke to Mr. Harris about animals in the community room and did not think that he was aware of the HUD rules regarding pets. She went on to read a section of the HUD ruling on pets that says the pet rules may prescribe standards of pet care and that pets are not be allowed in any of the common areas in HUD housing; Mr. Harris said that had it said “shall prescribe standards of pet care” we would have been in violation of the rule, may and shall have different meanings. Mr. Harris said that he believes the Ms. Rossiter’s complaint is that a tenant walks their dog thru the community room and dogs get fleas; Mr. Harris said that he has not had any complaints about fleas but he did ask the tenant to use the front or back door when taking the dog outside.

Mr. Harris also made reference to a HUD rule about service animals and that he has been to several activities here where people have brought their service pets with them to the community room and they have been in there for hours and that no one has ever complained about that; he said there are some inconsistencies because in going thru the files in his office, he found a notice that was given to pet owners by his predecessor stating that dogs were not allowed in the community room, never allowed on the furniture, but they could cut thru the community room to go outside. He told Ms. Rossiter that if her complaint is that people should not be walking their dog thru the community room, he would try and get the people to voluntarily cooperate with that request.

Ms. Rossiter also stated that for the last 8 years she has been requesting to have Wi-Fi in the building and was always told no; she called some other HUD buildings – Lindenwold, Barrington, Pennsauken – and said that they all have Wi-Fi. Chairman Schmidt said that none of those places are Housing Authorities; Mr. Harris said that they are HUD assisted buildings which are different than Housing Authorities.

Mr. Harris explained that on the advice and knowledge of our computer company having Wi-Fi available in the building poses a direct security threat to the office computers which contains confidential information. He also said that internet service is provided on the computers in the community room.

Commissioner Armbruster said to have open Wi-Fi we cannot legally connect through the Housing Authority’s computers for security reasons; we would have to have a separate account and that is costly. He suggested that if they are interested, someone could contact Comcast and they may provide a separate line free of charge because of the type of use. Mr. Harris and Commissioner Armbruster suggested that this may be something that the Tenants’ Association could look into doing.

Ms. Rossiter asked for clarification on what to do if they are locked out after hours, she said no one knows that they are not supposed to call Walt. Mr. Harris said that there is a list of emergencies posted in the bulletin board,

being locked out is not one of them. Mr. Harris said that he spoke to the police chief who advised that the police will assist in the event of a lock-out unless they are out on a police matter; Mr. Harris said that if the police do not respond after one hour, they are to call him. Mr. Harris said that he will take responsibility to make copies of the conversation that he had with the police chief and put it under everyone's door.

Ms. Rossiter asked why the budget was so bad and that last year there was a meeting where there was a discussion about new cabinets and asked where that money was coming from. Mr. Harris advised that we are given Capital Funds each year that are supposed to be for the apartments and major systems in the building. He explained that HUD does not look at the laundry money, the tenant activity account; that is the money that we use for the Christmas party and other tenant functions. He went on to say that now that the Tenants' Association is active again if they come up with a list of things that they need, he would be happy to meet with them and discuss what funds are available in the tenant activity account that we may be able to give them. The money that is in Capital Funds was for kitchen cabinets, but when the group said that they didn't want new cabinets the money was used for other things. The only money that is available for the tenants, besides the money in the Tenants' Association, is the money in the laundry account. Mr. Harris said that he is scheduled to attend the next Tenants' Association meeting.

Chairman Schmidt, seconded by Commissioner Watson, made a motion to close the public portion of the meeting. Voice vote: All ayes. The motion carried.

Chairman Schmidt asked for a motion to adopt Resolution HA16-16 authorizing the Borough of Clementon Housing Authority to enter into Executive Session for a time period not to exceed 20 minutes to discuss two things.

- 1) A Section 8 personnel matter (potential hiring)
- 2) A criminal matter which we may or may not be a party to

Commissioner Casella, seconded by Commissioner Watson, made a motion at 6:40PM to adopt Resolution HA16-16. Voice vote: All ayes. The motion carried.

Commissioner Casella, seconded by Commissioner Armbruster, made a motion at 7:05PM to adjourn from Executive Session and go back into Regular Session. Voice vote: All ayes. The motion carried.

Commissioner Armbruster, seconded by Commissioner Closs, made a motion to adjourn at 7:05PM. Voice vote: All ayes. The motion carried.

Respectfully submitted,


William J. Harris
Secretary