

**HOUSING AUTHORITY OF THE BOROUGH OF CLEMENTON
MONTHLY BOARD OF COMMISSIONERS MEETING
OCTOBER 2, 2024**

Chairman Schmidt called the meeting to order at 6:04PM and stated that the meeting was being held in accordance with the Open Public Meetings Act, also known as the Sunshine Law 10:4-6. Notice was sent to the Courier Post and the South Jersey Times on September 23, 2024, and was published in the Courier Post and the South Jersey Times on September 26, 2024. Notice was also sent to the Borough Clerk on September 23, 2024, posted on the bulletin board at Wooster Towers and www.clementonhousingauthority.com. The meeting was held virtually; both adequate and electronic notice of this meeting has been provided, specifying the time, place, and manner in which said notice was provided.

Salute to flag.

Upon roll call the following were present: Commissioner Cater, Commissioner Konrad, Commissioner Watson, Vice-Chairman Closs, and Chairman Schmidt. Also present at this meeting were Vernon Lawrence, Executive Director, Anthony Ogozalek, Jr., Solicitor, and Barbara Murray, Secretary. Absent; Commissioner Armbruster.

Chairman Schmidt advised the Board that Commissioner Watson was reappointed to the Housing Authority Board for the term 07/01/2024 to 06/30/2029; Solicitor Ogozalek administered the Oath of Office to Commissioner Watson.

APPROVAL OF MINUTES

Chairman Schmidt asked for a motion to approve the minutes of the August 14, 2024 Board of Commissioners meeting as submitted. Vice-Chairman Closs, seconded by Commissioner Cater, made a motion to approve the minutes of the August 14, 2024 Board of Commissioners meeting as submitted. Voice vote: All ayes (Commissioner Cater, Commissioner Konrad, Commissioner Watson, Vice-Chairman Closs, and Chairman Schmidt. The motion carried.

There was no September meeting due to lack of quorum.

APPROVAL OF BILLS

Chairman Schmidt asked for a motion to approve the payment of bills for August in the amount of \$23,858.13 and \$34,693.76 for September with proper certification. Commissioner Watson, seconded by Commissioner Cater, made a motion to approve the payment of bills for August in the amount of \$23,858.13 and \$34,693.76 for September with proper certification. Roll call vote: Ayes: Commissioner Cater, Commissioner Konrad, Commissioner Watson, Vice-Chairman Closs, and Chairman Schmidt. The motion carried.

MANAGEMENT REPORT

The management report was reviewed and there were no questions.

NEW BUSINESS

Resolution #2024-017 – Write-Off Tenants Accounts Receivable June 30, 2024

Mr. Lawrence advised the Board that when a resident no longer lives at Wooster Towers and they still owe us money, that amount is written off at the end of the fiscal year. The amount is so high because this has not been done since 2018; it will now be done annually in June or July.

Chairman Schmidt asked for a motion to approve Resolution #2024-017 – Write Off Tenants Accounts Receivable June 30, 2024. Commissioner Konrad, seconded by Commissioner Cater, made a motion to approve Resolution #2024-017 – Write Off Tenants Accounts Receivable June 30, 2024. Roll call vote: Ayes: Commissioner Cater, Commissioner Konrad, Commissioner Watson, Vice-Chairman Closs, and Chairman Schmidt. The motion carried.

PUBLIC

Chairman Schmidt advised that any 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 (3) minutes per person. Anyone wishing to address the governing body again may do so for an additional three (3) and final minutes. Chairman Schmidt asked if anyone wanted to address the governing body.

There being no public, the public portion of the meeting was closed.

Resolution #2024-018 – Executive Session

Chairman Schmidt, seconded by Commissioner Konrad, made a motion to adopt Resolution #2024-018 at 6:17PM to enter into Executive Session for approximately 30 minutes to follow up from our June 2024 Executive Session regarding one of our residents that was not on the Megan's Law Sex Offender list. Roll call vote: Ayes: Commissioner Cater, Commissioner Konrad, Commissioner Watson, Vice-Chairman Closs, and Chairman Schmidt.

The Board returned to the open meeting at 6:37PM.

EXECUTIVE SESSION DISCUSSION

The Board unanimously agreed that Solicitor Ogozalek would send a letter to the resident regarding the matter that was discussed. No further action was taken at this time.

Chairman Schmidt reminded everyone that the next Board Meeting is Wednesday, December 11, 2024 at 6PM.

Vice-Chairman Closs, seconded by Chairman Schmidt, made a motion to adjourn at 6:42PM. Voice vote: All ayes (Commissioner Cater, Commissioner Konrad, Commissioner Watson, Vice-Chairman Closs, and Chairman Schmidt).

Respectfully submitted,



Vernon Lawrence
Secretary