

**HOUSING AUTHORITY OF THE BOROUGH OF CLEMENTON
BOARD OF COMMISSIONERS MONTHLY MEETING
FEBRUARY 8, 2023**

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 7/12/2022 and was published in the Courier Post on 7/15/2022 and the South Jersey Times on 8/11/2022. Notice was also sent to the Borough Clerk on 7/12/2022 and posted on the bulletin board at Wooster Towers and www.clementonhousingauthority.com. Due to the COVID-19 pandemic and following CDC guidelines, the meeting was held virtually.

Salute to flag.

Upon roll call the following were present: Commissioner Cater (arrived at 6:12PM), Commissioner Konrad, Commissioner Watson, Vice-Chairman Closs, and Chairman Schmidt. Also present at this meeting were Vernon Lawrence, Secretary, Anthony Ogozalek, Jr., Solicitor, Rich Larsen, Auditor, and Barbara Murray, Secretary. Absent: Commissioner Armbruster.

APPROVAL OF MINUTES

Chairman Schmidt asked for a motion to approve the minutes of December 14, 2022, as submitted. Commissioner Watson, seconded by Commissioner Konrad, made a motion to approve the minutes of December 14, 2022 as submitted. Voice vote: All ayes (Commissioner Cater, Commissioner Konrad, Commissioner Watson, Vice-Chairman Closs, and Chairman Schmidt). The motion carried.

There was no meeting in January 2023.

APPROVAL OF BILLS

Chairman Schmidt asked for a motion to approve the payment of bills for December 2022 in the amount of \$22,980.70 and January 2023 in the amount of \$38,736.81 with proper certification. Vice-Chairman Closs, seconded by Commissioner Watson, made a motion to approve the payment of bills for December 2022 in the amount of \$22,980.70 and January 2023 in the amount of \$38,736.81 with proper certification. Roll call vote: Ayes: Commissioner Konrad, Commissioner Watson, Vice-Chairman Closs, and Chairman Schmidt. The motion carried.

Chairman Schmidt turned the meeting over to Richard Larsen, CPA.

REVIEW OF AUDIT FYE 6/30/2022

Mr. Larsen advised the Board that the Clementon Housing Authority's financial statements were presented fairly in all aspects of the Authority; this is an unmodified opinion and is the highest level of assurance given.

The audit presented in accordance with governmental standards; there were no deficiencies identified.

The audit of the internal controls of the Authority there were no deficiencies identified that could compliance testing did not find any instances of non-compliance.

Mr. Larsen explained that the Clementon Housing Authority has 3 programs, Public Housing, Capital Funds, and HCV, that can potentially be picked from on a 3 year cycle; this year the Capital Funds Program was chosen.

Mr. Larsen asked if there were any questions; Chairman Schmidt stated that he had some questions about the HCV Program and said that he would have no objection if that was the program the is chosen for our next audit. A discussion followed.

Mr. Larsen thanked everyone for allowing him the opportunity to review that audit and turned the meeting over to the Chairman.

ADOPT RESOLUTION 2023-001 – APPROVING THE AUDITED FINANCIALS FYE 6/30/2023 & RESOLUTION 2023-004 – APPROVING THE ANNUAL AUDIT FYE 6/30/2023

Chairman Schmidt, seconded by Commissioner Cater, made a motion to adopt Resolution 2023-001 – Approving the Audited Financials FYE 6/30/2023 and Resolution 2023-004 – Approving the Annual Audit FYE 6/30/2023. Roll call vote: All ayes: Commissioner Cater, Commissioner Konrad, Commissioner Watson, Vice-Chairman Closs, and Chairman Schmidt. The motion carried.

MANAGEMENT REPORT

Chairman Schmidt asked if there were any questions on the management report; there were none.

OLD BUSINESS

There was no old business.

NEW BUSINESS

Adopt Resolution 2023-003 – Approval of Flat Rents

Chairman Schmidt, seconded by Vice-Chairman Closs, made a motion to adopt Resolution 2023-003 – Approval of Flat Rents to be set at no less than 80% of the 2023 Fair Market Rent (FMR) set by HUD. 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 was no public in attendance.

RESOLUTION 2023-004 – ENTER INTO CLOSED SESSION TO DISCUSS CONTRACTUAL MATTERS, PERSONNEL MATTERS, AND POSSIBLE LITIGATION PERTAINING TO RENTAL EVICTION

Chairman Schmidt, seconded by Commissioner Watson, made a motion to approve Resolution 2023-004 to enter into closed session to discuss contractual matters, personnel matters, and possible litigation pertaining to rental eviction at 6:37PM. Voice vote: All ayes (Commissioner Cater, Commissioner Konrad, Commissioner Watson, Vice-Chairman Closs, and Chairman Schmidt) The motion carried.

Vice-Chairman Closs, seconded by Commissioner Cater, made a motion to adjourn from closed session at 6:47PM. Voice vote: All ayes (Commissioner Cater, Commissioner Konrad, Commissioner Watson, Vice-Chairman Closs, and Chairman Schmidt). The motion carried.

CLOSED SESSION DISCUSSION

Litigation

The litigation matter is still pending; once the matter is resolved the results can be disclosed. Chairman Schmidt advised that the discussion was to allow council to advise possible scenarios moving forward with litigation.

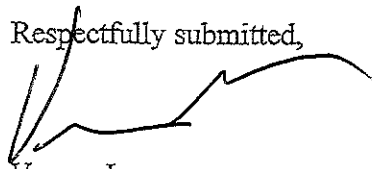
Personnel Matters

Chairman Schmidt advised that we will be advertising in the next couple of weeks with NJ NAHRO for a part-time Executive Director.

Resolution 2023-002 – Termination of Management Agreement with the Pleasantville Housing Authority

Chairman Schmidt, seconded by Commissioner Cater, made a motion to approve Resolution 2023-002 to terminate the management agreement with the Pleasantville Housing Authority effective March 31, 2023. Roll call vote: Ayes: Commissioner Cater, Commissioner Konrad, Commissioner Watson, Vice-Chairman Closs, and Chairman Schmidt. The motion carried.

Chairman Schmidt, seconded by Commissioner Watson, made a motion to adjourn at 6:56PM. Voice vote: All ayes (Commissioner Cater, Commissioner Konrad, Commissioner Watson, Vice-Chairman Closs, and Chairman Schmidt). The motion carried.

Respectfully submitted,

Vernon Lawrence
Secretary