

**HOUSING AUTHORITY OF THE BOROUGH OF CLEMENTON
REORGANIZATION AND GENERAL REMOTE VIRTUAL MEETING
JULY 8, 2021**

Vernon Lawrence, Secretary called the meeting to order at 6:00PM and stated that the meeting was 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 the South Jersey Times on 6/24/2021 and published in the Courier Post and the South Jersey Times on 7/1/2021. Notice was also transmitted to the Borough Clerk, posted on the bulletin board in Wooster Towers on 6/24/2021 and posted on our website, www.clementonhousingauthority.com. Both adequate and electronic notice of this meeting has been provided, specifying the time, place, and manner in which such notice was provided.

Salute to the flag.

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

NOMINATION OF CHAIRMAN – RESOLUTION 2021-011

Vernon Lawrence, Secretary opened the floor for nominations. Commissioner Konrad, seconded by Commissioner Cater nominated Commissioner Schmidt as Chairman of the Authority for the term 7/1/2021 to 6/30/2022. There being no further nominations Secretary Lawrence asked for a roll call vote. Roll call vote: Ayes: Commissioner Armbruster, Commissioner Closs, Commissioner Cater, Commissioner Konrad and Commissioner Schmidt. Resolution 2021-011 carried 5-0.

NOMINATION OF VICE-CHAIRMAN – RESOLUTION 2021-012

Chairman Schmidt opened the floor for nominations. Commissioner Konrad, seconded by Commissioner Konrad nominated Commissioner Closs as Vice-Chairman of the Authority for the term 7/1/2021 to 6/30/2022. There being no further nominations Chairman Schmidt asked for a roll call vote. Roll call vote: Ayes: Commissioner Armbruster, Commissioner Cater, Commissioner Cater, Commissioner Closs and Chairman Schmidt. Resolution 2021-012 carried 5-0.

APPROVAL OF MINUTES

Chairman Schmidt asked for a motion to approve the minutes of the June 16, 2021 meeting as submitted. Vice-Chairman Closs, seconded by Commissioner Cater made a motion to approve the minutes of the June 16, 2021 meeting as submitted. Roll call vote: Ayes: Commissioner Cater, Commissioner Konrad, Vice-Chairman Closs and Chairman Schmidt. Abstain: Commissioner Armbruster. The motion carried.

APPROVAL OF BILLS

Chairman Schmidt asked for a motion to approve the payment of bills for June 2021 in the amount of \$48,423.75 with proper certification. Commissioner Armbruster, seconded by Commissioner

Konrad made a motion to approve the payment of bills for June 2021 in the amount of \$48,423.75 with proper certification. Roll call vote: Ayes: Commissioner Armbruster, Commissioner Cater, Commissioner Konrad, Vice-Chairman Closs and Chairman Schmidt. The motion carried.

NEW BUSINESS

Resolution 2021-013 - Designation of Depositories

Chairman Schmidt asked for a motion to approve the Designation of Depositories – Resolution 2021-013 for FY 2021-2022 as TD Bank and Santander Bank. Commissioner Armbruster, seconded by Commissioner Cater made a motion to adopt Resolution 2021-013 – Designation of Depositories for FY 2021-2022 as TD Bank and Santander Bank. There being no objections, no votes, or abstentions Resolution 2021-013 was adopted by unanimous consent. (Ayes: Commissioner Armbruster, Commissioner Cater, Commissioner Konrad, Vice-Chairman Closs and Chairman Schmidt)

Resolution 2021-014 - Designation of Legal Advertisers

Chairman Schmidt asked for a motion to approve the Designation of Legal Advertisers – Resolution 2021-014 as the Courier Post and the South Jersey Times. Commissioner Konrad, seconded by Vice-Chairman Closs made a motion to adopt Resolution 2021-014 to approve the Designation of Legal Advertisers for FY 2021-2022 as the Courier Post and the South Jersey Times. There being no objections, no votes, or abstentions Resolution 2021-014 was adopted by unanimous consent. (Ayes: Commissioner Armbruster, Commissioner Cater, Commissioner Konrad, Vice-Chairman Closs and Chairman Schmidt)

Resolution 2021-020 - Designation of Check Signatories

Chairman Schmidt asked for a motion to adopt Resolution 2021-20 – Designation of Check Signatories for FY 2021-2022 as Vernon Lawrence, Doreen Closs and John P. Schmidt. Commissioner Konrad, seconded by Commissioner Armbruster made a motion to adopt Resolution 2021-020 – Designation of Check Signatories for FY 2021-2022 as Vernon Lawrence, Doreen Closs and John P. Schmidt. There being no objections, no votes, or abstentions Resolution 2021-020 was adopted by unanimous consent. (Ayes: Commissioner Armbruster, Commissioner Cater, Commissioner Konrad, Vice-Chairman Closs and Chairman Schmidt)

Resolution 2021-015 - Designation of Meeting Date, Time and Place

Chairman Schmidt asked for a motion to adopt Resolution 2021-15 – Designation of Meeting Date, Time and Place. There was a brief discussion about where the meetings would be held. Chairman Schmidt, seconded by Commissioner Konrad made a motion to adopt Resolution 2021-015 designating the meeting date to be the 2nd Wednesday of each month at 6:00PM, with the exception of the April 13, 2022 meeting being changed to April 27, 2022 and the Reorganization Meeting being Thursday, July 7, 2022 (at 6:00PM). All meetings will be held at the Clementon Borough Hall located at 101 Gibbsboro Road, Clementon, NJ starting September 2021. (Commissioner Armbruster advised that he would check to make sure that there is nothing else scheduled at the Borough Hall when our meetings are going to be held; if the Borough Hall is not available then the meetings will be held in the Community Room at Wooster Towers) There being no objections, no votes, or abstentions Resolution 2021-015 was adopted by unanimous consent. (Ayes:

Commissioner Armbruster, Commissioner Cater, Commissioner Konrad, Vice-Chairman Closs and Chairman Schmidt)

Resolution 2021-016 - Awarding Contract for Fee Accountant Services

Chairman Schmidt asked for a motion to adopt Resolution 2021-016, Awarding the contract for Fee Accounting Services to Blosky & Associates for FY 7/1/2021 to 6/30/2022. Commissioner Armbruster, seconded by Commissioner Konrad made a motion to adopt Resolution 2021-016, awarding the contract for Fee Accounting Services to Blosky & Associates for FY 7/1/2021 to 6/30/2022. There being no objections, no votes, or abstentions Resolution 2021-016 was adopted by unanimous consent. (Ayes: Commissioner Armbruster, Commissioner Cater, Commissioner Konrad, Vice-Chairman Closs and Chairman Schmidt)

Resolution 2021-017 – Awarding Contract for Legal Management Services

Chairman Schmidt asked for a motion to adopt Resolution 2021-017, awarding the contract for Legal Management Services to the Law Office of Anthony H. Ogozalek, Jr. for FY 7/1/2021 to 6/30/2022. Commissioner Armbruster, seconded by Chairman Schmidt made a motion to adopt Resolution 2021-017 awarding the contract for Legal Management Services to the Law Office of Anthony H. Ogozalek, Jr. for FY 7/1/2021 to 6/30/2022. There being no objections, no votes, or abstentions Resolution 2021-017 was adopted by unanimous consent. (Ayes: Commissioner Armbruster, Commissioner Cater, Commissioner Konrad, Vice-Chairman Closs and Chairman Schmidt)

Resolution 2021-018 – Awarding Contracts for Architect & Engineering Services

Chairman Schmidt asked for a motion to adopt Resolution 2021-018, awarding the contracts for Architect & Engineering Services to Pennoni Associates, Inc. (for engineering only) and LAN Associates (for architectural services) for FY 7/1/2021 to 6/30/2022. Commissioner Konrad, seconded by Commissioner Armbruster made a motion to adopt Resolution 2021-018, awarding the contracts for Architect & Engineering Services to Pennoni Associates, Inc. (for engineering only) and LAN Associates (for architectural services) for FY 7/1/2021 to 6/30/2022. There being no objections, no votes, and one abstention Resolution 2021-018 was adopted. (Ayes: Commissioner Armbruster, Commissioner Cater, Commissioner Konrad, Vice-Chairman Closs Abstain: Chairman Schmidt)

Resolution 2021-019 – Rejecting the only RFP for Auditing Services

Mr. Lawrence advised the Board that we only received one RFP for auditing services and the cost was prohibitive. A discussion followed.

Chairman Schmidt asked for a motion to adopt Resolution 2021-019 to reject the RFP we received and advertise again for RFP for auditing services. Commissioner Konrad, seconded by Commissioner Armbruster made a motion to adopt Resolution 2021-019 to reject the RFP we received and advertise again for RFP for auditing services. There being no objections, no votes, and one abstention Resolution 2021-019 was adopted. (Ayes: Commissioner Armbruster, Commissioner Cater, Commissioner Konrad, Vice-Chairman Closs Abstain: Chairman Schmidt)

MANAGEMENT REPORT

Mr. Lawrence reviewed the management report:

Public Housing

1. Currently have 2 vacancies in Wooster Towers; 1 is scheduled to be leased up 7/12/21
2. No lease violations at this time

Capital Improvements

1. 2nd, 3rd, 4th and 6th floors have all been painted and new floors have been installed
2. Still waiting on Eastern Doors to install the automatic front doors

Housing Choice Voucher

1. 45 vouchers are being utilized and 5 more will be issued to applicants to find housing

ADMINISTRATION

1. We have applied for a grant to upgrade our camera system from analog to digital and also add more cameras in and around the building
2. Starting 6/1/2021 all of Barb Murray's salary will be charged to the ROSS Grant
3. We will be hiring a part-time assistant to help the residents with their needs

COMMENTS FROM THE BOARD

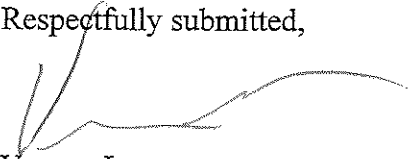
Chairman Schmidt advised that he is trying to contact the Boro Clerk, Jenai Johnson, regarding setting up a photo-opt with the "checks" that represent the 2 grants that we received with the Mayor, Vernon Lawrence, himself and possible some of the assembly people to highlight the improvements that are being done at Wooster Towers.

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, Chairman Schmidt closed the public portion of the meeting.

Chairman Schmidt asked for a motion to adjourn. Commissioner Armbruster, seconded by Chairman Schmidt made a motion to adjourn at 6:41PM. Voice vote: All ayes (Commissioner Armbruster, Commissioner Cater, Commissioner Konrad, Vice-Chairman Closs and Chairman Schmidt) The motion carried.

Respectfully submitted,



Vernon Lawrence
Secretary