

AGENDA

REORGANIZATION MEETING

July 1, 2015

1. Call Meeting to Order/Sunshine Statement by Chairman Nicholson

“This meeting is being held in accordance with the New Jersey Open Public Meetings Act, NJSA 10:4-6, also known as the sunshine law. This meeting has been legally advertised in accordance with the law.”

2. PLEDGE OF ALLEGIANCE

3. ROLL CALL

4. ELECTION OF CHAIRPERSON

5. ELECTION OF VICE-CHAIRPERSON

6. APPOINTMENT OF ATTORNEY

7. APPOINTMENT OF FEE ACCOUNTANT

8. APPOINTMENT OF AUDITOR

9. DESIGNATION OF DEPOSITORY

10. LEGAL ADVERTISER

11. SELECTION OF MEETING DATE, TIME, AND PLACE

**HOUSING AUTHORITY OF THE BOROUGH OF CLEMENTON
REORGANIZATION MEETING
JULY 1, 2015**

Secretary William J. Harris called the Housing Authority of the Borough of Clementon Reorganization Meeting to order at 6:03PM and announced that the meeting has been properly advertised pursuant to N.J.S.A., 10:6, the Open Public Meeting Act. The meeting was held in the Community Room of Wooster Towers located at 22 Gibbsboro Road, Clementon, New Jersey.

Salute to the flag.

Upon roll call the following were present: Chairman Nicholson (arrived at 6:06PM), Vice-Chairman Watson, Commissioner Casella, Commissioner Closs, Commissioner Schmidt, Commissioner Cater, and Commissioner Armbruster. Also present were William J. Harris, Executive Director and Anthony Ogozalek, Jr., Solicitor. Absent: Barbara J. Murray, Secretary.

Secretary Harris opened the meeting and called for nominations for Chairperson of the Authority.

CHAIRPERSON

Commissioner Closs, seconded by Commissioner Armbruster, made a motion that Commissioner Schmidt be nominated for Chairperson of the Authority for FY 2015-2016, effective July 1, 2015.

Chairman Nicholson, seconded by Vice-Chairman Watson, made a motion to nominate Commissioner Casella for Chairperson of the Authority for FY 2015-2016, effective July 1, 2015.

Being no further nominations, the Secretary asked for a roll call vote for the nominations for Chairperson of the Authority.

Roll call vote for nomination of Commissioner Schmidt to be appointed as Chairman of the Authority: Ayes: Commissioner Closs, Commissioner Schmidt, Commissioner Cater, and Commissioner Armbruster.

Roll call vote for nomination of Commissioner Casella to be appointed as Chairman of the Authority: Ayes: Chairman Nicholson, Commissioner Watson, and Commissioner Casella.

The motion for nomination of Commissioner Schmidt to be appointed as Chairman of the Authority carried.

Chairman Schmidt called for nominations for Vice-Chairperson of the Authority.

VICE-CHAIRPERSON

Commissioner Watson, seconded by Commissioner Schmidt, made a motion to nominate Commissioner Casella to be appointed as Vice-Chairperson of the Authority for FY 2015-2016, effective July 1, 2015.

Commissioner Closs, seconded by Commissioner Armbruster, made a motion to appoint Commissioner Cater as Vice-Chairperson of the Authority for FY 2015-2016, effective July 1, 2015.

Being no further nominations, the Secretary asked for a roll call vote for the nominations for Vice-Chairperson of the Authority.

Roll call vote for nomination of Commissioner Casella to be appointed as Vice-Chairman of the Authority for FY 2015-2016, effective July 1, 2015: Ayes: Commissioner Nicholson and Commissioner Watson.

Roll call vote for nomination of Commissioner Cater to be appointed as Vice-Chairperson of the Authority for FY 2015-2016, effective July 1, 2015. Ayes: Commissioner Casella, Commissioner Closs, Chairman Schmidt, Commissioner Cater, and Commissioner Armbruster.

The motion for Commissioner Cater to be appointed as Vice-Chairperson of the Authority for FY 2015-2016, effective July 1, 2015 carried.

Chairman Schmidt asked for nominations for Treasurer of the Authority for FY 2015-2016, effective July 1, 2015.

TREASURER

Vice-Chairperson Cater, seconded by Commissioner Closs, made a motion to nominate Commissioner Casella for Treasurer of the Authority FY 2015-2016, effective July 1, 2015.

Being no further nomination, Chairperson Schmidt asked for a roll call vote for the nomination of Commissioner Casella to be appointed Treasurer of the Authority for FY 2015-2016, effective July 1, 2015. Roll Call vote: Ayes: Chairman Schmidt, Vice-Chairperson Cater, Commissioner Casella, Commissioner Closs, Commissioner Armbruster, and Commissioner Watson. The motion carried.

Professional Services

Legal Services

Chairman Schmidt advised that there was only one RFP received for Solicitor of the Authority from our current Solicitor, Beckman, Ogozalek, and Londar. Chairman Schmidt asked for a motion to appoint Beckman, Ogozalek, and Londar as Solicitor of the Authority for FY 2015-2016, effective July 1, 2015.

Commissioner Nicholson, seconded by Vice-Chairperson Cater, made a motion to appoint Beckman, Ogozalek, and Londar as Solicitor of the Authority for FY 2015-2016, effective July 1, 2015. Roll call vote: Ayes: Commissioner Nicholson, Commissioner Watson, Commissioner Casella, Commissioner Closs, Chairman Schmidt, Vice-Chairperson Cater, Commissioner Armbruster. The motion carried.

Fee Accountant

Chairman Schmidt advised that we received two proposals for Fee Accountant, one from our current Fee Accountant Joseph E. Kavanaugh and the other from BDO PHA Finance. Chairman Schmidt asked for any discussion; hearing no discussion, Chairman Schmidt asked for a nomination to appoint a Fee Accountant for the Authority for FY 2015-2016, effective July 1, 2015.

Commissioner Casella, seconded by Commissioner Watson, made a motion to nominate Joseph E. Kavanaugh to be appointed Fee Accountant for the Authority FY 2015-2016. Roll call vote: Ayes: Commissioner Nicholson, Commissioner Watson, Commissioner Casella, Commissioner Closs, Chairman Schmidt, Vice-Chairperson Cater, and Commissioner Armbruster. The motion carried.

Auditor

Chairman Schmidt advised that we received four proposals for auditing services:

- 1) Hymanson, Parnes, & Giampaolo, CPA (current Auditor)
- 2) Fallon & Larson, LLP
- 3) Holman, Frenia & Allison, PC
- 4) Joseph E. Bowley, CPA

Commissioner Closs, seconded by Commissioner Armbruster, made a motion to nominate Holman, Frenia & Allison, PC to be appointed for auditing services for the Authority for FY 2015-2016, effective July 1, 2015.

Commissioner Casella, seconded by Commissioner Watson, made a motion to nominate Hymanson, Parnes, and Giampaolo, PC to be appointed for auditing services for the Authority for FY 2015-2016, effective July 1, 2015.

Chairman Schmidt asked if there were any other nominations for the appointment of Auditor; hearing none, Chairperson Schmidt closed the nominations and opened the floor for discussion.

Mr. Harris explained the point system to the Board and advised that his recommendation is based on the point system, which reflects the firm's knowledge and experience; Mr. Harris is recommending Hymanson, Parnes, & Giampaolo, PC be appointed as Auditors for the Authority.

Commissioner Closs said that after reading the proposals she was concerned with the firm that she nominated (Holman, Frenia & Allison, PC) because of their price and that they had little Housing Authority experience; but said that she nominated them because they seem to have more communication and more in-depth presentation for what they are going to do.

Commissioner Watson said that their price should reflect that they have little Housing Authority experience and said that their experience is with State (schools and municipalities) accounting, not Federal accounting.

Mr. Harris explained that Public Housing accounting is not like municipal or private sector accounting, it deals with HUD, which is not uniformly dealt with by most auditors and accountants.

Commissioner Nicholson said that the Housing Authority is experiencing some financial difficulty based on the fact that HUD is not paying the Housing Authority what they would typically pay for their needs; and that over the last year we had a lot of concerns over salaries, travel expense, and our Executive Director has taken a reduction in his salary to try and save money. Commissioner Nicholson also said that the almost \$5000 difference in the proposals may not seem like a lot, but it is and he would like everyone to think about that before they vote.

Chairman Schmidt closed the discussion and asked for a roll call vote.

Roll call vote for Holman, Frenia & Allison, PC: Ayes: Chairman Schmidt and Commissioner Armbruster.

Roll call vote for Hymanson, Parnes, and Giampaolo, PC: Ayes: Commissioner Nicholson, Commissioner Watson, Commissioner Casella, and Commissioner Closs.

Abstain: Commissioner Cater.

The motion carried to appoint Hymanson, Parnes, and Giampaolo, PC for auditing services for the Authority FY 2015-2016, effective July 1, 2015.

Oath of Office

Deputy Freeholder Director Doug Long from Cumberland County administered the Oath of Office to Chairman Schmidt.

Sub-Committees

Chairman Schmidt advised that he would like to establish two sub-committees for FY 2015-2016:

- 1) Administration – to handle personnel issues, policy, and finance
Commissioner Closs (Chairperson), Commissioner Casella, Chairman Schmidt, and
Commissioner Cater (Alternate)
- 2) Planning and Development – to be involved in discussions regarding potential tax credit projects in the Borough of Clementon
Commissioner Cater (Chairperson), Commissioner Nicholson, Chairman Schmidt, and
Commissioner Closs (Alternate)

Chairperson Schmidt respectfully asked if everyone would serve on the sub-committees as appointed; everyone agreed.

Designation of Depository

Mr. Harris advised that we currently use TD Bank and Santander Bank as our depositories.

Commissioner Nicholson, seconded by Vice-Chairperson Cater, made a motion to designate TD Bank and Santander Bank as depositories for the Authority for FY 2015-2016. Roll call vote: Ayes: Commissioner Nicholson, Commissioner Watson, Commissioner Casella, Commissioner Closs, Chairman Schmidt, and Vice-Chairperson Cater. The motion carried.

Legal Advertisers

Chairman Schmidt advised that we currently use the Courier Post; Mr. Harris advised that we also use the Central Record and the South Jersey Times/Media as our legal advertisers.

Commissioner Watson, seconded by Commissioner Casella, made a motion to designate the Courier Post, the Central Record, and the South Jersey Times/Media as our legal advertisers for FY 2015-2016. Roll call vote: Ayes: Commissioner Nicholson, Commissioner Watson, Commissioner Casella, Commissioner Closs, Chairman Schmidt, and Vice-Chairperson Cater. The motion carried.

Selection of Meeting Date, Time, and Place

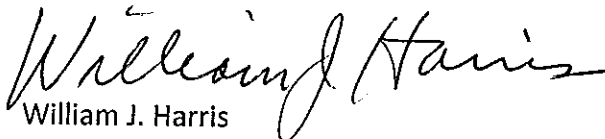
Solicitor Ogozalek advised that within ten days of the Reorganization Meeting a list of all upcoming meetings for the Authority has to be sent to our legal advertisers, including the Reorganization meeting for 2016.

Chairman Schmidt asked Mr. Harris if he would send a survey to all Commissioners to make sure that the current time and date for our meetings is convenient for everyone and discuss the results at our next meeting.

Commissioner Watson, seconded by Commissioner Casella, made a motion to authorize Mr. Harris to advertise the selection of meeting date, time, and place as the first Wednesday of the month at 6:00PM in the Community Room at Wooster Towers located at 22 Gibbsboro Road, Clementon, New Jersey. Chairman Schmidt called for a voice vote: All ayes. The motion carried.

Commissioner Nicholson, seconded by Commissioner Casella, made a motion at 6:43PM to adjourn. Voice vote: All ayes.

Respectfully submitted,


William J. Harris
Secretary