



CLEMENTON HOUSING AUTHORITY

HOUSING AUTHORITY OF THE BOROUGH OF CLEMENTON
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Vernon Lawrence PHM, QPA, HDFP
Interim Executive Director

John P. Schmidt
Chairman

Clementon Housing Authority Board of Commissioners In-Person RESCHEDULED Meeting

Thursday, March 6, 2025, 6PM

AGENDA

1. Call Meeting to Order/Sunshine Statement by Chair Schmidt

"This meeting is 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 on 2/25/2025 and published in the Courier Post on 2/28/2025. Notice was also transmitted to the Borough Clerk on 2/25/2025 and posted on the Bulletin Board in Wooster Towers and website.. Both adequate and electronic notice of this meeting has been provided, specifying the time, place and manner in which such notice was provided.

2. Roll Call

Commissioner Armbruster
Commissioner Cater
Commissioner Konrad

Commissioner Watson
Vice Chairman Closs
Chairman Schmidt

3. Approval of Minutes of the January 27, 2025 Board Meeting

4. Approval of Bills for January & February 2025 in the amounts of \$72,465.19 & \$24,989.33 respectively.

5. Presentation of the 2023-2024 Audited Financials by Richard Larsen, CPA

6. Management/Secretary's Report

- a. Management Report
- b. Unfinished Business

7. New Business

- (1) Resolution #2025-001 Approving the July 1, 2023 – June 30, 2024 Audited Financials
- (2) Resolution #2025-002

8. Old Business

9. Public Session - All 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 minutes per person. After everyone wishing to address the governing body has done so, a person may speak again for an additional and final three minutes.

10. Closed Session – (7) Any pending or anticipated litigation

11. Adjournment

**HOUSING AUTHORITY OF THE BOROUGH OF CLEMENTON
MONTHLY BOARD OF COMMISSIONERS MEETING
MARCH 6, 2025 (RESCHEDULED)**

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, N.J.S.A. 10:4-6. Notice of the meeting was sent to the Courier Post 2/25/2025 and published in the Courier Post on 2/28/2025. Notice was also transmitted to the Borough Clerk on 2/25/2025 and posted on the bulletin board in Wooster Towers and www.clementonhousingauthority.com. The meeting was held in person and virtually; both adequate and electronic notice of this meeting was provided, specifying the time, place, and manner in which said notice was provided.

Salute to flag.

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

APPROVAL OF MINUTES

Chairman Schmidt asked for a motion to approve the minutes of the January 27, 2025 Board of Commissioners Monthly Meeting as submitted. Commissioner Watson, seconded by Commissioner Armbruster, made a motion to approve the minutes of the January 27, 2025 Board of Commissioners Monthly Meeting as submitted. Voice vote: All ayes (Commissioner Armbruster, Commissioner Konrad, Commissioner Watson, Vice-Chairman Closs, and Chairman Schmidt). The motion carried.

APPROVAL OF BILLS

Chairman Schmidt asked for a motion to approve the payment of bills with proper certification for January and February 2025 in the amounts of \$72,465.19 & \$24,989.33, respectively. Vice-Chairman Closs, seconded by Commissioner Konrad, made a motion to approve the payment of bills with proper certification for January and February 2025 in the amounts of \$72,465.19 & \$24,989.33, respectively. Roll call vote: All ayes: Commissioner Armbruster, Commissioner Konrad, Commissioner Watson, Vice-Chairman Closs, and Chairman Schmidt. The motion carried.

MANAGEMENT REPORT

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

Chairman Schmidt turned the meeting over to Vernon Lawrence.

PRESENTATION OF THE 2023-2024 AUDITED FINANCIALS

Vernon Lawrence introduced Richard Larson, CPA from Novogradic & Associates LLC who presented our 2023-2024 audit.

Mr. Larson advised the Board that the Authority was given an unmodified opinion on their financial statements, which is the highest level of assurance that an auditor can give. He also advised that every New Jersey government is required to have an audit of their government auditing standards which consists of the three categories below:

- 1) Internal controls – No deficiencies were identified in the authority's internal controls.
- 2) Compliance with New Jersey laws and federal laws – No issues of non-compliance were found.
- 3) Capital Fund Program – opinion given was that the Authority complied in all material respects with the type of compliance requirements for the Capital Fund Program.

Mr. Larson explained that the strength of the Authority is measured by their liquidity, current assets less current liability. Currently the Authority has approximately 15 months of operating reserves; HUD says that if the Authority has 4 to 6 months of operating reserves, we are doing well.

Mr. Larson thanked the Board and said that if anyone had questions to not hesitate to contact his office.

NEW BUSINESS

Resolution #2025-001 – Approve July 1, 2023 – June 30, 2024 Audited Financials

Chairman Schmidt asked for a motion to approve Resolution #2025-001 – Approve July 1, 2023 – June 30, 2024 Audited Financials. Commissioner Armbruster, seconded by Commissioner Watson, made a motion to approve Resolution #2025-001 – Approve July 1, 2023 – June 30, 2024 Audited Financials. Roll call vote: All ayes: Commissioner Armbruster, 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.

Commissioner Armbruster, seconded by Commissioner Watson, made a motion to adjourn at 6:55PM. Voice vote: All ayes: (Commissioner Armbruster, Commissioner Konrad, Commissioner Watson, Vice-Chairman Closs, and Chairman Schmidt). The motion carried.

Respectfully submitted,



Vernon Lawrence
Secretary