

REGULAR MEETING OF MAY 17, 2018

The Commissioners of the Housing Authority of the Township of Neptune, in the County of Monmouth, met in regular session in the conference room at 1810 Alberta Avenue, Neptune, New Jersey. Chairperson Holland called the meeting to order at 5:33 P.M. Mr. Cook called the roll.

Present: Commissioners Foster, Holland, Holly, Johnson and Vuono
Absent: Griggs, Wright

It was announced that the requirements of R.S. 10:4-18 has been satisfied by the publication of the required advertisement in the Coaster and in the Asbury Park Press on April 11, 2017, posted on the bulletin board in the Central Office of the Housing Authority of the Township of Neptune and filing said notice with the Municipal Clerk of the Township of Neptune. In case of a fire, the stairways to the right and left will be utilized as our emergency exits.

Minutes:

The minutes of regular meeting of May 15, 2018 were offered for approval by Commissioner Foster and seconded by Commissioner Johnson. The "Ayes" and "Nays" were as follows:

Ayes: Commissioners Foster, Holland, Holly, Johnson and Vuono
Nays: None

The Chairperson thereupon declared the motion carried.

Financial Report:

The board reviewed the Financial Report for April 2018. The Chairperson asked the Executive Director why the Rise & Shine was behind in their rent. Mr. Cook replied; Ramona has been away and will catch up. She has been a great help with the RAD program and preparing paperwork for our SAM.GOV registration. Chairperson Holland asked if there were any other questions regarding the financial report for April 2018, being none Commissioner Johnson moved to accept and Commissioner Vuono offered a second. The "Ayes" and "Nays" were as follows:

Ayes: Commissioners Foster, Holland, Holly, Johnson and Vuono
Nays: None

The Chairperson thereupon declared the motion carried.

Bills to Be Paid for the Month of May 2018

ACTION PEST CONTROL	\$2,080.00	MCS, INC. (PHA-WEB)	\$2,035.30
BALANIKAS PAINTING	\$2,225.00	ROOF MANAGEMENT	\$1,178.25
BILLOWS ELECTRICAL	\$1,409.92	SHERWIN WILLIAMS	\$1,404.00
GE APPLIANCES	\$2,484.00	TRIMALAWN EQUIPMENT	\$2,855.46
HOME DEPOT	\$3,422.08	WILMAR	\$1,960.48
JIF (2ND INSTALLMENT)	\$74,149.48		

A motion was offered to pay the presented bills by Commissioner Holly and Commissioner Johnson offered the second. The "Ayes" and "Nays" were as follows:

Ayes: Commissioner Foster, Holland, Holly, Johnson and Vuono
Nays: None

The Chairperson thereupon declared the motion carried.

Resident Arrears Report: Mr. Wigenton stated that a warrant of removal was filed for a tenant who did not show up at court for non-payment of rent. A one-strike was served on a tenant yesterday, which will give them till the end of month to vacate. Commissioner Holly asked what happens if they do not vacate the apartment? Mr. Wigenton replied; if a tenant does not vacate by the end of the month a complaint will be served. Commissioner Foster moved to accept and Commissioner Vuono offered a second. The "Ayes" and "Nays" were as follows:

Ayes: Commissioners Foster, Holland, Holly, Johnson and Vuono
Nays: None

The Chairperson thereupon declared the motion carried.

Committee Reports:

Chairperson Vuono read the highlights of the operations reports that were submitted into the record.

Correspondence:**Old Business:**

The Executive Director was asked at our last meeting if lead base paint was in any of our units and when the last time they were tested. Mr. Cook was happy to announce all of TNHA units were tested for lead base paint March of 1994 and there was no sign of lead paint.

New Business:

Chairperson Holland mentioned this year is the 25th year celebrating the Annual Mayor's Charity Ball in June. Nick Williams is the Mayor and once served on this very board. She is attending and would like the Executive Director and the Board to approve placing an ad in their ad journal. She went on to say this is a great cause; The Neptune Lions Club serves the community helping feed the hungry, to diabetes awareness and the gift of sight by providing glasses and screenings. It was unanimous; the board approved a full page ad to be placed in the Ad Journal for the Mayor's Charity Ball.

The Personnel Committee along with the Executive Director and Attorney for TNHA has met and reviewed the current personnel policy and is recommending that certain sections be changed and updated. The section entitled: Article XIII Disciplinary Actions involving disciplinary procedures for the staff is due for an immediate revision. A resolution was offered to ratify and adopt changes to the Personnel Policy by Commissioner Johnson and seconded by Commissioner Vuono the "Ayes" and "Nays" were as follows:

Ayes: Commissioners Foster, Holland, Holly, Johnson and Vuono

Nays:

Said Motion was Resolution #2024

The Township of Neptune Housing Authority has created a not-for-profit corporation 501(C)3 known as Township of Neptune Development Corporation. The Housing Authority must appoint five members as their board of Directors. A resolution to appoint David G. Brown and Derrick T. Griggs as interim directors retroactive from April 17, 2018 to March 31, 2021 was offered by Commissioner Johnson and seconded by Commissioner Holly the "Ayes" and "Nays" were as follows:

Ayes: Commissioners Foster, Holland, Holly, Johnson and Vuono

Nays:

Said Motion was Resolution #2030

Ervin (Chip) Megill is retiring May 31, 2018. A resolution was offered compensating Ervin Megill for his accrued sick time and unused vacation days. A motion was offered to accept by Commissioner Foster and seconded by Commissioner Holly, the "Ayes" and "Nays" were as follows:

Ayes: Commissioner Foster, Holland, Holly, Johnson and Vuono

Nays: None

Said motion was Resolution #2032**Topic for Discussion:****Public Portion:**

Linda Johnson from Neptune thanked Mr. Cook and the board for answering her question from last month on lead paint in the units. She was happy that all units were checked and there were no findings of lead paint.

EXECUTIVE SESSION:

Whereas, Chapter 231 of the Public Laws of 1975, known as the "Open Meetings Law," authorizes a public body to meet in executive or private session under certain limited circumstances; and.

Whereas, said law requires the Board of Commissioners to adopt a resolution at a public meeting before it can meet in such executive or private session;

Now, Therefore Be It Resolved that the Township of Neptune Housing Authority does hereby determine that it is necessary to meet in session prior to adjournment of this public meeting to discuss legal/personnel matters and the matters to be discussed are excluded from public discussion under the law and will be made public when the confidentiality is no longer required.

ADJOURNMENT OF MEETING:

A motion to adjourn was offered by Commissioner Foster and seconded by Commissioner Johnson. The meeting was adjourned at 6:00 p.m.

Bart Cook, Esq., PHM
Executive Director