

REGULAR MEETING OF April 21, 2020

The Commissioners of the Housing Authority of the Township of Neptune, in the County of Monmouth, met in regular session in a conference call, Chairperson Holland called the meeting to order at 6:00 P.M. Mr. Cook called the roll.

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

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 5, 2019, 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, everyone please utilize your stairs and doors as emergency exits.

Minutes:

The minutes of regular meeting of February 18, 2020 were offered for approval by Commissioner Wright and seconded by Commissioner Johnson. The "Ayes" and "Nays" were as follows:

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

The Chairperson thereupon declared the motion carried.

Financial Report:

Chairperson Holland read the Financial Report for February 2020. Chairperson Holland asked if there were any questions regarding the financial report. Being none, Commissioner Holly moved to accept and Commissioner Wright offered a second. The "Ayes" and "Nays" were as follows:

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

The Chairperson thereupon declared the motion carried.

Chairperson Holland read the Financial Report for March 2020. Chairperson Holland asked if there were any questions regarding the financial report. Being none, Commissioner Vuono moved to accept and Commissioner Johnson offered a second. The "Ayes" and "Nays" were as follows:

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

The Chairperson thereupon declared the motion carried.

Bills to Be Paid for the Month of March 2020

ACCURATE TREE	\$2,870.61	HOME DEPOT	\$8,652.70
ACTION PEST	\$1,390.00	JOHNSONS REST	COVID 19 \$1,208.10
ALL HANDS FIRE	COVID 19 \$2,511.96	NORTHWIND MECHANICAL	\$8,828.56
BALANIKAS PAINTING	\$1,925.00	NW FINANCIAL	\$5,411.25
BILLOWS ELECTRICAL	\$1,283.22	THE HOME DEPO(WILMAR)	\$1,929.20
GE APPLIANCES	\$2,138.00	ZEP	COVID 19 \$644.59
GEESE POLICE	\$1,460.00	WHITE ROCK	\$26,610.00
1 st CHOICE SAFTY	\$1,315.00	MAZTECK	\$1,552.00

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

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

The Chairperson thereupon declared the motion carried.

Resident Arrears Report Mr. Wigenton stated the eighteen (18) filed non-payments for February have been rescheduled for May 8th, but with the current situation it may be pushed again. Commissioner Vuono asked if the residents are continuously not paying their rent? Mr. Wigenton said they are paying. Commissioner Wright moved to accept and Commissioner Holly offered a second. The "Ayes" and "Nays" were as follows:

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

The Chairperson thereupon declared the motion carried.

Committee Reports:

Mr. Mauro read the Operations reports that were submitted into the record. Commissioner Vuono asked how are PPE supplies were. Mr. Mauro stated he had a some and was able to order what we've needed. We are good.

Correspondence:

Old Business:

New Business:

A resolution was offered to compensate Karen Jones for half her accumulated sick days and unused Vacation time. Karen Retire March 31, 2020. Commissioner Holly moved to accept and Commissioner Johnson offered a second. the "Ayes" and "Nays" were as follows:

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

Said Motion was Resolution #2075

The TNHA sought proposals for a Special RAD Counsel specializing in the necessary disciplines to convert public housing under HUD'S Rental Assistance Demonstration Program (RAD). The counsel must be in accordance with the existing laws, rules, orders, directives and regulations governing these services. Th contract was awarded to DeCotiis & FitzPatrick, LLP at a rate of \$215.00 hourly or \$75,000 max. Commissioner Johnson moved to accept and Commissioner Vuono offered a second. the "Ayes" and "Nays" were as follows:

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

Said Motion was Resolution #2076

The TNHA sought proposals for Architectural/Engineering Services needed to complete a design and management of a RAD Critical needs Assessment repairs to Authority units within an \$80,000 budget. The RFQ that were submitted have been reviewed and the authority awards the contract to OCA Architects. Commissioner Wright moved to accept and Commissioner Holly offered a second. the "Ayes" and "Nays" were as follows:

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

Said Motion was Resolution #2077

The TNHA sought proposals for legal services for the period April 1, 2020 to March 31, 2021. Only one proposal was received. Mr. Cook and the Commissioners hired Mr. Wigenton as the Authority's attorney. Commissioner Johnson moved to accept and Commissioner Vuono offered a second. the "Ayes" and "Nays" were as follows:

Next on the Agenda was the hiring of Legal Services for the year starting April 1, 2020 to March 2021. One proposal was received and reviewed by the TNHA Board of Commissioners and the Executive Director. Mr. Kevin P. Wigenton, Esq. summitted a bid of \$37,200.00 a year plus additional filing fees and costs. A motion to accept the Resolution was moved by Commissioner Johnson and second by Commissioner Vuono to hire Mr. Wigenton, Esq. as legal counsel for the Authority "Ayes" and "Nays" were as follows.

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

Said Motion was Resolution #2079

The TNHA as part of its obligations as a housing authority has compiled a Section 8 Housing Administration Plan the Board of Commissioners approved and adopts the revised Section 8 Administrative Plan as per HUD Policy. A motion to accept the Resolution was moved by Commissioner Johnson and second by Commissioner Wright. The yes" and "Nays" were as follows.

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

Said Motion was Resolution #2080

The Authority has the need to purchase two trucks. The Authority has solicited information and we are eligible under Cranford Police Cooperative Pricing System to take full advantage towards a lease purchase for the vehicles. We have secured financing with 911 Leasing.com with a 3.9% rate for three years and 3 annual payments of \$26,020.13. A motion to accept the resolution to purchase two (2) FORD F-250 Trucks from Byers Ford was moved by Commissioner Holly and second by Commissioner Johnson. "Ayes" and "Nays" were as follows.

Ayes: *Commissioner Foster, Griggs, Holland, Holly, Johnson, Vuono and Wright*

Nays: None

Said Motion was Resolution #2081

Topic for Discussion:

Public Portion:

Topic for Discussion:

Mr. Cook introduced Ms. Lisa Petrosky of NW Financial Group, LLC. Ms. Petrosky presented Mr. Cook and the board of commissioners with a RAD Transaction Financing Proposal. Ms. Petrosky went over the three lenders that responded to our RFP and explained the different pros and cons of each. Ms. Petrosky was very knowledgeable and was able to answer key questions afterward.

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 Holly and seconded by Commissioner Vuono. The meeting was adjourned at 7:00 p.m.

Bart Cook, Esq., PHM
Executive Director