

REGULAR MEETING OF AUGUST 15, 2017

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. Chairman Holland called the meeting to order at 5:45 P.M. Mr. Cook called the roll.

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

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 15, 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 July 18, 2017, were offered for approval by Commissioner Holly and seconded by Commissioner Vuono. The "Ayes" and "Nays" were as follows:

Ayes: Commissioner, Holland, Holly, Vuono, Wright
Nays: None
Abstain: Commissioner Griggs

The Chairperson thereupon declared the motion carried.

Financial Report:

The Chairperson asked if there were any questions regarding the financial report for July 2017, being none Commissioner Wright moved to accept and Commissioner Vuono offered a second. The "Ayes" and "Nays" were as follows:

Ayes: Commissioner Griggs, Holland, Holly, Vuono, Wright
Nays: None

The Chairperson thereupon declared the motion carried.

Bills to Be Paid for the Month of August

HOME DEPOT	\$2,774.84	TWP OF NEPTUNE - FMS	\$1,003.52
MONARCH ELECTRIC CO.	\$1,046.41	ZEP	\$1,300.47
PLV ELECTRIC, LLC	\$1,116.49	TWP of NEPTUNE - SEWER	\$79,647.79

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

Ayes: Commissioner Griggs, Holland, Holly, Vuono, Wright
Nays: None

The Chairperson thereupon declared the motion carried.

Resident Arrears Report:

Mr. Wigenton stated there were 11 complaints filed for July for non-payment. This is the most resident complaints for a single month for non-payment that we've seen in a long time and all are still outstanding. Court date has been set for August 25, 2017. The chairperson asked if there were any questions regarding the Resident Arrears report for July 2017, being none Commissioner Vuono moved to accept and Commissioner Griggs offered a second. The "Ayes" and "Nays" were as follows:

Ayes: Commissioner Griggs, Holland, Holly, Vuono, Wright
Nays: None

The Chairperson thereupon declared the motion carried.

Committee Reports:

Commissioner Vuono read the highlights of the Operations report into the record. Commissioner Holland stated the Policy Committee and the Personnel Committee will get together after the summer. A few of the many things to review will be the Non-Smoking Policy, capping retirement payouts and unused sick time.

Correspondence:

Mr. Cook addressed the Board of Commissioners and handed out a copy of a letter from a resident disputing an Unreported Income Chargeback. Mr. Cook and the Board of Commissioners all agreed to have the attorney review the file and suggest the next course of action.

Old Business:

Commissioner Vuono addressed the board on the TNHA's Out of State Travel Policy; Mr. Cook mentioned in a Memo on April 18, 2017 our financial status due to reductions in operating funds from HUD, the memo showing a grim picture for the agency's cash flow resulting in having to transfer money from a CD to cover the short fall. One of the proposed things to review was the Out of State Travel Policy and with the Pittsburgh trip coming up in October this would be the third out of state trip in thirteen months. Mr. Cook asked the recording secretary to provide him and the finance committee with an itemized travel expense report for the last three years. Finance Committee to meet with the accountant Monday, August 21, 2017 at 11:00.

Mr. Cook addressed the Board on his meeting with Brick Housing Authority for the Executive Directors position. He feels his meeting went well and that we are in the running to obtain a shared Service Agreement with them.

New Business:

Mr. Cook addressed the board with good news for TNHA stating our Capital Fund Program for 2017 is projected at \$541,555.00 showing a \$94,000 increase from the previous year. He will be meeting with the accountant to see how to utilize the CFP money more efficiently. Mr. Cook commended TNHA bookkeeper, Janine Schriefer for saving the Authority \$825.00 on a bill that services were not executed in a timely fashion. And acknowledged Melissa Garaio for going above and beyond helping residents by letting them know of a Financial Counseling program called Navicore Solutions in the Freehold Mall that helps those who income qualify with their Rent. Navicore Solutions so far has paid \$2,827.00 in back rent for 2 residents that have qualified.

Mr. Cook informed the board he would like to take a vacation the last week of August the board approved his request.

Topic for Discussion:**Public Portion:**

Linda Johnson of Neptune Township addressed the board she knows of a few people who were able to obtain applications and wanted to know what the next steps were for them to get housed. Mr. Cook explained step by step the process to Ms. Johnson. Ms. Johnson went on to ask about the geese situation at Lake Alberta, Mr. Cook mentioned the Township meeting passed a resolution to redo the lake and plant grass that will help repel the geese.

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 Griggs and seconded by Commissioner Vuono. The meeting was adjourned.

Bart Cook
Executive Director