

# REGULAR MEETING OF JANUARY 17, 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 5:30 P.M. Mr. Mauro called the roll.

Present: Commissioner Foster, Griggs, Holland, Vuono Wright  
Absent: Commissioner Holly, 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, 2016, 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 December 20, 2016, were offered for approval by Commissioner Wright and seconded by Commissioner Vuono. The "Ayes" and "Nays" were as follows:

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

The Chairman thereupon declared the motion carried.

## **Financial Report:**

The Chairman asked if there were any questions regarding the financial report for December 2016, being none Commissioner Wright moved to accept and Commissioner Foster offered a second. The "Ayes" and "Nays" were as follows:

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

The Chairman thereupon declared the motion carried.

## **Bills to Be Paid for the Month of December**

<i>ACTION PEST CONTROL</i>	<i>\$2,895.00</i>	<i>MONARCH ELECTRIC</i>	<i>\$1,776.34</i>
<i>ALEXANDER THE GREAT</i>	<i>\$60,666.30 CFP-16</i>	<i>PCA ENGINEERING INC.</i>	<i>\$2,525.00</i>
<i>BALANIKAS PAINTING</i>	<i>\$1,280.00</i>	<i>PILOT ELECTRIC</i>	<i>\$6,663.00</i>
<i>BRADLEY CAR CARE</i>	<i>\$1,358.00</i>	<i>PLV ELECTRIC</i>	<i>\$1,162.00</i>
<i>GENERAL ELECTRIC</i>	<i>\$3,436.00</i>	<i>SHERWIN WILLIAMS</i>	<i>\$1,338.30</i>
<i>HOME DEPOT</i>	<i>\$1,923.43</i>	<i>TPK CONSTRUCTION INC.</i>	<i>\$1,250.00</i>
<i>IB MILLER</i>	<i>\$11,991.06</i>	<i>ZEP</i>	<i>\$4,565.03</i>

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

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

The Chairman thereupon declared the motion carried to pay bills.

## **Resident Arrears Report:**

Mr. Wigenton stated there were 5 residents listed for Non-Payment for Court on December 23, 2016. Three (3) residents paid, one resident showed up and turned in the key and there is a warrant issued for a hardship stay for the last resident which is scheduled for 9:00am tomorrow, January 18, 2017. The chairman asked if there were any questions regarding the Resident Arrears report for January 2017, being none Commissioner Griggs moved to accept and Commissioner Wright offered a second. The "Ayes" and "Nays" were as follows:

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

The Chairman thereupon declared the motion carried.

**Committee Reports:**

Commissioner Vuono reported Public Housing had four residents move out and two new residents move in so far this month. Section 8 Housing Choice Voucher Program had 5 outgoing portability tenants for January, as well as two new tenants move-in and one tenant move-out. Mr. Vuono went on to report 48-3 Boiler #1- module in the control panel was replaced. 48-5 Family Boiler Room #1- ignitor and service unit were replaced and 48-6 Boiler Room #1- gas regulator was replaced on boiler that was leaking and a 2 inch line leaking to the circulating pump was repaired. Due to the snow fall on January 5<sup>th</sup>, 7<sup>th</sup>, and 8<sup>th</sup> maintenance staff was deployed to all sites to mitigate snow and ice hazards. Work began on the roof project for NJ 48-4 Lake Alberta Homes on 12/13/2016 and as of today we have 5 buildings completed out of the 11 on the list.

**Correspondence:****Old Business:****New Business:**

A resolution was offered compensating Celeste Gomez for her accrued sick time and unused vacation days. A motion was offered to accept by Commissioner Griggs and seconded by Commissioner Vuono, the "Ayes" and "Nays" were as follows:

*Ayes: Commissioner Foster, Griggs, Holland, Vuono, Wright*

*Nays: None*

**Said motion was Resolution #1992**

The Township of Neptune Housing Authority sought proposals for annual year end audits for both September 30, 2016 and September 30, 2017. A resolution was offered to hire Novogradac & Company, LLP as our auditor for the 2016 and 2017 year end audits. A motion was offered to accept by Commissioner Griggs and seconded by Commissioner Vuono, the "Ayes" and "Nays" were as follows:

*Ayes: Commissioner Foster, Griggs, Holland, Vuono, Wright*

*Nays: None*

**Said motion was Resolution #1993****Topic for Discussion:**

Mr. Mauro mentioned that he and two employees attended a Smoke-Free Public Housing Final Rule Micro-course. The new rule becomes effective February 3, 2017 for all PHA's with full compliance required by July 30, 2018.

Commissioner Holland mentioned the Personnel Committee is reviewing Mr. Cook's contract and she would like the Policy Committee to meet to discuss the new Smoke Free rule. Commissioner Holland also mentioned the Building and Grounds committee will meet January 26, 2017 at 9:30am.

**Public Portion:****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 Wright.

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Bart Cook  
Executive Director