

REGULAR MEETING OF SEPTEMBER 17, 2019

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 5:38 P.M. Mr. Cook called the roll.

Present: Commissioners Foster, Griggs, Holland, Holly, Vuono and Wright
Absent: Commissioner 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 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, the stairways to the right and left will be utilized as our emergency exits.

Minutes:

The minutes of regular meeting of August 20, 2019 were offered for approval by Commissioner Wright and seconded by Commissioner Vuono. The "Ayes" and "Nays" were as follows:

Ayes: Commissioners Foster, Griggs, Holly, Vuono and Wright

Nays: None

Abstain: Commissioner Holland

The Chairperson thereupon declared the motion carried.

Financial Report:

Mr. Cook read the Financial Report for August 2019. Chairperson Holland asked if there were any questions regarding the financial report. Being none, Commissioner Foster moved to accept and Commissioner Holly offered a second. The "Ayes" and "Nays" were as follows:

Ayes: Commissioners Foster, Griggs, Holland, Holly, Vuono and Wright

Nays: None

The Chairperson thereupon declared the motion carried.

Bills to Be Paid for the Month of September 2019

ACTION PEST	\$3,510.00	BILLOWS ELECTRICAL	\$1,966.87
ADPRO IMPRINTS	\$1,568.80	GE APPLIANCES	\$1,410.00
ALL AMERICAN TURF	\$1,910.47	NORTHWIND MECHANICAL	\$3,219.94
ACCURATE TREE SERVICE	\$3,800.00	TPK CONSTRUCTION	\$3,562.50
NW FINANCIAL GROUP	\$1,711.25		

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 Foster, Griggs, Holland, Holly, Vuono and Wright

Nays: None

The Chairperson thereupon declared the motion carried.

Resident Arrears Report: Mr. Wigenton stated there were twelve (12) non-payments filed on Friday, August 23, 2019. Court is scheduled for two dates; September 27th and October 18th, 2019. Mr. Wigenton went on to say the one-strike from last month vacated her unit August 16, 2019. Commissioner Wright moved to accept and Commissioner Vuono offered a second. The "Ayes" and "Nays" were as follows:

Ayes: Commissioners Foster, Griggs, Holland, Holly, Vuono and Wright

Nays: None

The Chairperson thereupon declared the motion carried.

Committee Reports:

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

Chairperson Holland stated there was a finance meeting earlier in the day with the Authority's Accountant Dave Ciarrocca, who was also in attendance to discuss and answer any questions pertaining to the TNHA finances and Budget proposals. He would also go onto present the years Write-offs along with the State Budget and Operating Budget.

Chairperson Holland asked the accountant Dave Ciarrocca for the highlights of the meeting. Mr. Ciarrocca reviewed TNHA financial wherewithal of the agency's finances and the October 1, 2019 to September 30, 2020 budget and the steps taken to prepare and submit said budget. He went on to explain the capital fund; how it's managed, the increases in the past two years and invited any questions the board might have.

Correspondence:

New Business:

The Personnel Committee of the TNHA has reviewed the salary of the current Housing Authority salaried employees and received recommendations for an increase, and whereas with careful deliberation reviewed TNHA finances and agreed to a 3% increase to their base salary. A resolution approving all salaried employees of the TNHA shall receive a 3% increase to their base salary was offered by Commissioner Wright and seconded by Commissioner Griggs, the "Ayes" and "Nays" were as follows:

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

Nays: None

Said motion was Resolution #2060

The Personnel Committee of the TNHA has reviewed the salary of the current Housing Authority Executive Director, and whereas with careful deliberation reviewed TNHA finances and agreed to a 3% increase to his base salary as of October 1, 2019. There will be no increase to the Executive Directors auto allowance or to the management pay from Neptune City Housing Authority at this time. A resolution approving a 3% increase to the Executive Directors base pay was offered by Commissioner Vuono and seconded by Commissioner Wright, the "Ayes" and "Nays" were as follows:

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

Nays: None

Said Motion was Resolution #2061

The Authority had passed Resolution #2057 rejecting additional "Shortfall" Funding from HUD for the Section 8 Housing Assistance Subsidy FYE December 31, 2019. The Authority has determined that a moratorium on Section 8 lease ups would result in long-term permanent reduction of the Section 8 program. A resolution was offered to rescind Resolution # 2057 and request additional "Shortfall" from HUD for the Section 8 Housing Assistance Subsidy for year ending December 31, 2019 by Commissioner Griggs and seconded by Commissioner Foster, the "Ayes" and "Nays" were as follows:

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

Nays: None

Said Motion was Resolution #2062

The next resolution offered was for the late submission of the State Budget FYE 9/30/2020. The Board has reviewed the budget and finds it acceptable. A resolution was offered to approve the late submission of the State Budget by Commissioner Griggs and seconded by Commissioner Holly, the "Ayes" and "Nays" were as follows:

Ayes: *Commissioners Foster, Griggs, Holland, Holly, Vuono and Wright*

Nays:

Said Motion was Resolution #2063

The next resolution offered was for outstanding balances for prior tenants. The Write-Off for outstanding balances for the fiscal year was presented for the Boards consideration. The write-off totaling \$13,201.02 will be turned over to the attorney for action. A motion to write off the listed tenants was offered by Commissioner Foster and seconded by Commissioner Griggs, the "Ayes" and "Nays" were as follows:

Ayes: *Commissioners Foster, Griggs, Holland, Holly, Vuono and Wright*

Nays:

Said Motion was Resolution #2064

The State Budget for the Neptune Township Housing Authority for the fiscal year beginning 10/1/2019 and ending 9/30/2020 was offered for approval. The named budget was completed and presented to the board for acceptance. A motion was offered by Commissioner Vuono and seconded by Commissioner Wright the "Ayes" and "Nays" were as follows:

Ayes: Commissioners *Foster, Griggs, Holland, Holly, Vuono and Wright*

Nays:

Said Motion was Resolution #2065

The next resolution offered was the Operating Budget for the PHA Fiscal Year Beginning 10/1/2019 and ending 9/30/2020. The named budget was completed and presented to the board for acceptance. The Board of Commissioners of the Neptune Township Housing Authority accepts as presented the PHA Operating Budget. A motion was offered to accept by Commissioner Holly and seconded by Commissioner Griggs, the "Ayes" and "Nays" were as follows:

Ayes: Commissioners *Foster, Griggs, Holland, Holly, Vuono and Wright*

Nays:

Said Motion was Resolution #2066

Public Portion:

Brenda Shuler, of 30 Ridge Court Apt. #60 addressed the board stated the maintenance men do a great job cleaning up the trash residents leave around the property. She went on to say residents not disposing of the trash properly could cause more rodents. Ms. Shuler would like residents to be more responsible when throwing out their trash and we the Authority should make them more accountable. Mr. Cook and the Commissioners agreed to send a letter out to the residents that explain our policy and procedures that refer to the littering on property grounds and proper trash disposal.

Kathy Degraffinreadt, of 1824 Alberta Avenue, Apt. #56 addressed the board stating she asked to be placed on the transfer list last month and wants to know why she hasn't been moved yet. Mr. Cook stated the transfer list is very long and although you are on the list does not mean you are moved immediately. Mr. Cook went onto explain the process of the transfer list in more detail.

Linda Johnson of Neptune addressed the board where we were with converting to RAD, Mr. Cook responded, it is a long process and we are progressing nicely.

Topic for Discussion:

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 at 6:40pm.

Bart Cook, Esq., PHM
Executive Director