

## REGULAR MEETING OF JUNE 21, 2022

The Commissioners of the Housing Authority of the Township of Neptune, in the County of Monmouth, met in the regular session in Zoom/Call conference, Chairperson Holland called the meeting to order at 5:34p.m. and then called roll.

Present: Commissioners **Barksdale, Foster, Holland, Holly, and Wright**

Absent: Commissioners: **Griggs, Johnson**

It was announced that the requirements of R.S. 10:4-18 have been satisfied by the publication of the required advertisement in the Coaster and in the Asbury Park Press on April 13, 2022, 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 the regular meeting of **May 17, 2022**, were offered for approval by Commissioner **Foster** and seconded by Commissioner **Barksdale**. The "Ayes" and "Nays" were as follows:

Ayes: Commissioners **Barksdale, Foster, Holland, Holly, and Wright**

Nays: **None**

Abstain: **None**

Chairperson Holland thereupon declared the motion carried.

### Financial Report:

**Chairperson Holland** read the Financial Report for **May 2022** and asked if there were any questions regarding the financial report, being none Commissioner **Wright** moved to accept, and Commissioner **Holly** offered a second. The "Ayes" and "Nays" were as follows:

Ayes: Commissioners **Barksdale, Foster, Holland, Holly, and Wright**

Nays: **None**

Chairperson Holland thereupon declared the motion carried.

### Bills to be paid for the Month of June 2022

ABBY LIFTS, INC	\$2,852.42	HOME DEPOT	\$31,317.55
ACCURATE TREE	\$3,400.00	LOWYS EXPRESS	\$3,148.00
ALL AMERICAN TURF	\$1,194.22	MAZTECK	\$2,076.24
AMAZON	\$1,451.99	NELROD	\$1,595.00
BILLOWS	\$1,044.45	NW FINANCIAL	\$1,063.75
BRADLEY CAR CRAE	\$3,975.53	PILOT ELECTRIC	\$1,284.30
DGB CONSULTING GROUP	\$9,262.50	THE HOME DEPO PRO	\$2,194.38
ELECTRONIC MEASUREMENT LABS	\$2,956.00	TOWNSHIP OF NEPTUNE -FMS	\$1,981.99
GE APPLIANCES	\$2,192.00	TOWNSHIP OF NEPTUNE -FUEL	\$1,764.42
GENERAL ELECTRIC	\$2,192.00	TPK CONSTRUCTION	\$33,683.50
NORTHWIND MECHANICAL	\$17,949.23		

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

Ayes: Commissioners **Barksdale, Foster, Holland, Holly, and Wright**

Nays: **None**

Chairperson Holland thereupon declared the motion carried.

### Resident Arrears Report:

Mr. Wigenton updated the board on the four (4) cases left on the original list; a resident with arrears for non-payment complaint will be paying this week coming up. A one-strike case has been settled by stipulation and another stipulation case will be heard on 6/30/2022. A Notice to Cease was served and taken care of. NJ Landlord Court is in full session and catching up on cases virtually. Commissioner **Wright** moved to accept, and Commissioner **Barksdale** offered a second. The "Ayes" and "Nays" were as follows:

Ayes: Commissioners **Barksdale, Foster, Holland, Holly, and Wright**

Nays: **None**

Chairperson Holland thereupon declared the motion carried.

### Committee Reports:

Chairperson Holland stated she has been in contact with the commissioners with regard to the TNHA Commissioner's Committees for 2022, and it is almost completed. Will make sure everyone gets a copy when done.

### Correspondence:

### Old Business:

Mr. Cook advised the board the Aspire application for funding has been submitted.

**New Business:**

Mr. Cook addressed the board with an update on personnel changes leaving a void in the clerk position. Ms. Roslyn Meredith has taken the Office Managers position at Neptune City Housing Authority which left a void in the clerk's position at TNHA. Chairperson Holland stated Mr. Cook will also have a void without a secretary. We traditionally hire within, stated Mr. Cook and the following resolution does not completely address the void in the staff. We also have an employee retiring from the maintenance department and will have the need for a Coordinator to run and operate the MTW Program.

A Resolution was offered that along with Sade Puryear's regular front desk duties she assumes the part time Clerk duties with an increase of \$10,000 to her base salary. Mr. Cook assured the board this will not interfere with her front desk duties. Moved by Commissioner **Barksdale** and seconded by Commissioner **Wright**, the "Ayes" and "Nays" were as follows:

Ayes: Commissioners **Barksdale, Foster, Holland, Holly, and Wright**

Nays:

**Said Motion was Resolution #2123**

**Topic for Discussion:**

Mr. Cook advised the Board he has scheduled an Employee Appreciation Day at Yankee Stadium for August 3, 2022, to thank the employees for their hard work and dedication.

Chairperson Holland advised the board of an upcoming NAHRO Conference in San Diego, CA late September. And would like to talk about increasing the Commissioners Per Diem.

**Public Portion:**

Chairperson Holland noticed Ms. Johnson had attended the zoom meeting and asked her if she would like to address the board; Ms. Johnson stated she attended just to listen and has nothing to add.

**EXECUTIVE SESSION:**

**Whereas**, Chapter 231 of the Public Law 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 **Wright** and seconded by Commissioner **Barksdale**. The meeting was adjourned at **6:08 p.m.**

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**Bart J. Cook, Esq., PHM**  
**Executive Director**