

REGULAR MEETING OF SEPTEMBER 20, 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 5:36p.m. and then called roll.

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

Absent: Commissioners: **Griggs**

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 **August 16, 2022**, were offered for approval by Commissioner **Barksdale** and seconded by Commissioner **Johnson**. The "Ayes" and "Nays" were as follows:

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

Nays: **None**

Abstain: **None**

Chairperson Holland thereupon declared the motion carried.

Financial Report:

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

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

Nays: **None**

Chairperson Holland thereupon declared the motion carried.

Bills to be paid for the Month of September 2022

A GENERAL	\$2,735.00	MAZTECK	\$2,076.24
ACTION PEST	\$3,475.00	NORTHWIND MECHANICAL	\$2,830.28
ATLANTIC LOCK	\$3,474.14	NW FINANCIAL	\$4,902.50
E & H FENCE	\$7,780.00	P & G MASONRY	\$5,360.00
EVANS CABNET	\$3,210.00	SHERWIN WILLIAMS	\$4,839.79
GE APPLIANCES	\$1,332.00	TOWNSHIP FUEL	\$1,683.89
GEESE POLICE	\$1,460.00	TPK CONSTRUCTION	\$49,113.00
HOME DEPOT	\$24,932.50	TRIMALAWN	\$1,436.28

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

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

Nays: **None**

Chairperson Holland thereupon declared the motion carried.

Resident Arrears Report:

Mr. Wigenton stated he was notified by Melissa, the PHA Manager, there were 15 new complaints for non-payment. When received we will process and file them with the court. Mr. Wigenton also stated it's been a few months since any were processed, and the courts are several months behind. Commissioner **Wright** moved to accept, and Commissioner **Holly** offered a second. The "Ayes" and "Nays" were as follows:

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

Nays: **None**

Chairperson Holland thereupon declared the motion carried.

Committee Reports:

Chairperson Holland advised the board the updated Committee Assignments were in their packets and asked the commissioners to review and if they had any question, being none, Chairperson Holland asked Mr. Wigenton to set aside a time to meet with the personnel Committee. She also asked Commissioner Wright to schedule a meeting with the building and grounds committee and Mr. Mauro.

Correspondence:

Old Business:

New Business:

A resolution was offered for the late submission of the State Budget FYE 9/30/2023. The Board has reviewed the budget and finds it acceptable. A motion was offered to approve the late submission of the State Budget by Commissioner **Johnson** and seconded by Commissioner **Wright** the “Ayes” and “Nays” were as follows:

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

Nays:

Said Motion was Resolution #2127

The State Budget for the Neptune Township Housing Authority for the fiscal year beginning 10/1/2022 and ending 9/30/2023 was offered for approval. The named budget was completed and presented to the board for acceptance. A motion was offered by Commissioner **Barksdale** and seconded by Commissioner **Foster** the “Ayes” and “Nays” were as follows:

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

Nays:

Said Motion was Resolution #2128

The next resolution offered was the Operating Budget for the PHA Fiscal Year Beginning 10/1/2022 and ending 9/30/2023. 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 **Johnson** and seconded by Commissioner **Holly**, the “Ayes” and “Nays” were as follows:

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

Nays:

Said Motion was Resolution #2129

Sergio Navarrete is retiring, and a resolution was offered to approve compensation for his unused vacation time along with half of his accumulated sick time totaling 76.63 days. A motion was offered to approve his paid time by Commissioner **Wright** and seconded by Commissioner **Holly**, the “Ayes” and “Nays” were as follows:

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

Nays:

Said Motion was Resolution #2130

Mikel Barone has been a part time employee in lawn maintenance and with Sergio retiring we are left with a position open. A resolution was offered to approve Mikel Barone being hired as a full-time employee. A motion was offered to accept by Commissioner **Johnson** and seconded by Commissioner **Wright**, the “Ayes” and “Nays” were as follows:

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

Nays:

Said Motion was Resolution #2131

A Resolution was offered to increase the base salary of Ulysses Marshall to the industries going rate. The Executive Director recommended an increase to Mr. Marshalls base salary by \$6,000. A motion to accept was offered by Commissioner **Johnson** and seconded by Commissioner **Barksdale**, the “Ayes” and “Nays” were as follows:

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

Nays:

Said Motion was Resolution #2132

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 5% increase to their base salary with the exception of the following: Ulysses Marshall shall receive an increase of \$6,000 to his base salary. A resolution was offered approving the salary increases by Commissioner **Wright** and seconded by Commissioner **Foster** the “Ayes” and “Nays” were as follows:

Ayes: Commissioner **Barksdale, Foster, Holland, Holly, Johnson, and Wright**

Nays: None

Said motion was Resolution #2133

The TNHA Board of Commissioners has offered to renew the contract for the Executive Director for a three (3) year period, from October 1, 2022, and ending September 30, 2025. The Executive Director annual salary effective October 1, 2022 shall be \$150,605.36 with an additional \$1,500 per month as a management fee for the Neptune City Housing Authority Executive Director effort. A motion to accept was offered by Commissioner **Johnson** and seconded by Commissioner **Wright**, the “Ayes” and “Nays” were as follows:

Ayes: Commissioner **Barksdale, Holland, Holly, Johnson, and Wright**

Abstain: **Foster**

Nays: None

Said motion was Resolution #2134

The last 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 \$34,868.99 will be turned over to the attorney for action. A motion to write off the listed tenants was offered by Commissioner **Johnson** and seconded by Commissioner **Barksdale**, the “Ayes” and “Nays” were as follows:

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

Nays:

Said Motion was Resolution #2135

Topic for Discussion:

Public Portion:

Linda Johnson from 704 Chaphagen Drive addressed the board stating she was on the zoom call to just listen.

Brenda Shuler from 30 Ridge Court # 60 addressed the board stating she had no questions but wanted to let the board know that the repairs the maintenance are doing need to be done. When refurbishing the apartments for new tenants nothing is salvageable, everything is old, broken and unrepairable. The maintenance staff is doing beautiful work and doing what needs to be done.

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 **Johnson** and seconded by Commissioner **Barksdale**. The meeting was adjourned at **6:13 p.m.**

Bart J. Cook, Esq., PHM
Executive Director