

REGULAR MEETING NOVEMBER 21, 2023

The Commissioners of the Housing Authority of the Township of Neptune, in the County of Monmouth, met in the regular session in the conference room at 1810 Alberta Avenue, Neptune, New Jersey. Chairperson Griggs called the meeting to order at **5:35 p.m.** and called roll.

Present: Commissioners **Barksdale, Bradley, Foster, Griggs, and Johnson**

Absent: Commissioners: **Holly and Williams**

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 5, 2023**, 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.

Let the record reflect Commissioner **Holly** arrived at 5:38 p.m.

Minutes:

The minutes of the regular meeting of **October 24, 2023**, were offered for approval by Commissioner **Johnson** and seconded by Commissioner **Barksdale**. The “Ayes” and “Nays” were as follows:

Ayes: Commissioners **Barksdale, Bradley, Foster, Griggs, Holly, and Johnson**

Nays: **None**

Abstain:

Chairperson Griggs thereupon declared the motion carried.

Financial Report:

Chairperson Griggs asked if there were any questions regarding the **October 2023** financial report, and being none Commissioner **Bradley** moved to accept, and Commissioner **Barksdale** offered a second. The “Ayes” and “Nays” were as follows:

Ayes: Commissioners **Barksdale, Bradley, Foster, Griggs, Holly, and Johnson**

Nays: **None**

Chairperson Griggs thereupon declared the motion carried.

Bills to be paid for the Month of October 2023

ALLIANCE COMMERCIAL PEST	\$2,143.75	MAZTECK	\$2,609.53
BALANIKAS	\$1,050.00	NORTHWIND MECHANICAL	\$8,106.14
BILLOWS	\$1,113.86	PILOT ELECTRIC	\$11,505.98
GEESE POLICE	\$1,460.00	SHERWIN WILLIAMS	\$1,352.70
FERGUSON ENTERPRISE	\$3,773.15	TOWNSHIP OF NEPTUNE FUEL	\$1,225.67
HOME DEPOT	\$22,527.70	TPK CONSTRUCTION	\$33,936.50
LEWIC CONSULTING GROUP	\$23,620.00		

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, Bradley, Foster, Griggs, Holly, and Johnson**

Nays: **None**

Chairperson Griggs thereupon declared the motion carried.

Resident Arrears Report:

Mr. Cook read Mr. Wigenton’s Residents Arrears Report which stated there were 15 non-payment complaints and he is working on one (1) Notice to Quit for abandonment. The 15 non-payment complaints were filed in October and amended for November. Court has been set for January 12, 2023. Commissioner **Holly** moved to accept, and Commissioner **Foster** offered a second. The “Ayes” and “Nays” were as follows:

Ayes: Commissioners **Barksdale, Bradley, Foster, Griggs, Holly, and Johnson**

Nays: **None**

Chairperson Griggs thereupon declared the motion carried.

Committee Reports:

Mr. Cook read the November 2023 Operations reports submitted by Director of Operations, Mr. Joseph Mauro and the PHA Coordinator: Melissa Garaio. Commissioner **Johnson** moved to accept, and Commissioner **Bradley** offered a second. The “Ayes” and “Nays” were as follows:

Ayes: Commissioners **Barksdale, Bradley, Foster, Griggs, Holly, and Johnson**

Nays: None

Chairperson Griggs thereupon declared the motion carried.

Correspondence:

Old Business:

The 2023 Adopted Budget for the PHA Fiscal Year Beginning 10/1/2023 and ending 9/30/2024 was tabled at the October 24, 2023, meeting to be able to review further with the accountant. The finance Committee met with the accountant and reviewed said budget. The resolution has been reviewed and presented to the board for acceptance. The accountant Dave Ciarrocca was also present on a zoom call to answer all questions the board might have. A motion to accept the 2023 Adopted Budget was offered by Commissioner **Johnson** and seconded by Commissioner **Bradley** the “Ayes” and “Nays” were as follows:

Ayes: Commissioners **Barksdale, Bradley, Foster, Griggs, Holly, Johnson, and Williams**

Nays:

Said Motion was Resolution #2156

New Business:

Chairperson Griggs introduced Mr. Rich Larsen, Novogradac & Company who attended the meeting to review the audit for year ending September 30, 2022. Mr. Larsen addressed the Board and went on to explain how they perform an independent audit for the Township of Neptune Housing Authority and report their unmodified opinion on the three (3) major reports required by Government Standards, if we complied, what they mean and if there were any findings. He was very articulate as he answered all questions the board had for him and told the Board the Neptune Township Housing Authority’s staff is very accommodating and professional and his staff enjoys working with us. He went on to say he is always available and welcomes any questions or concerns the board might have.

Topic for Discussion:

Mr. Cook addressed the board; the NSPIRE application is still in review but there is also a sister grant from NJ Housing of Finance for Urban Development he is looking into and might be better suited for TNHA. He will advise as he gathers more information.

Public Portion:

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 **Foster**. The meeting was adjourned at **6:26 p.m.**

Bart J. Cook, Esq., PHM
Executive Director