

REGULAR MEETING February 18, 2025

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 5:43 p.m. and Mr. Mauro IV called roll.

Present: Commissioners Bradley, Foster, Griggs, Holly, Johnson, and Williams
Absent: Commissioners: Barksdale

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 22, 2024, 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 December 17, 2024, were offered for approval by Commissioner Foster and seconded by Commissioner Bradley. The “Ayes” and “Nays” were as follows:

Ayes: Commissioners Bradley, Foster, Griggs, Holly, and Williams
Nays: None
Abstain: Johnson
Chairperson Griggs thereupon declared the motion carried.

Financial Report:
Chairperson Griggs read the financial report for December 2024 and asked if there were any questions regarding the financial reports, and being none, Commissioner Johnson moved to accept, and Commissioner Holly offered a second. The “Ayes” and “Nays” were as follows:

Ayes: Commissioners Bradley, Foster, Griggs, Holly, Johnson, and Williams
Nays: None
Chairperson Griggs thereupon declared the motion carried.

Chairperson Griggs read the financial report for January 2025 and asked if there were any questions regarding the financial reports, and being none, Commissioner Williams moved to accept, and Commissioner Johnson offered a second. The “Ayes” and “Nays” were as follows:

Ayes: Commissioners Bradley, Foster, Griggs, Holly, Johnson, and Williams
Nays: None
Chairperson Griggs thereupon declared the motion carried.

Bills to be paid:

A-GENERAL PLUMBING	\$2,875.00	NORTHWIND MECHANICAL	\$7,318.42
COOPER	\$2,876.60	RAPID FIRE	\$12,391.00
FERGUSON ENTERPRISE	\$1,433.62	TOWNSHIP OF NEPTUNE	\$2,714.06
GEESE POLICE	\$1,581.66	TOWNSHIP OF NEPTUNE FUEL	\$1,880.87
HOME DEPOT	\$23,571.09	TPK CONSTRUCTION	\$53,697.50
MARSHALL LLC	\$1,162.00	US INSPECTION GROUP, INC	\$4,645.50
MAZTECK	\$6,236.53	ZEP	\$3,466.82

Chairperson Griggs mentioned he would like a copy, and a detailed explanation of the more costly invoices. A motion was offered to pay the presented bills by Commissioner Johnson and Commissioner Bradley offered a second. The “Ayes” and “Nays” were as follows:

Ayes: Commissioners Bradley, Foster, Griggs, Holly, Johnson, and Williams
Nays: None
Chairperson Griggs thereupon declared the motion carried.

Resident Arrears Report:
Mr. Wigenton stated Section 8 had a file review for a tenant who was non-compliant, TNHA cancelled all payments and now it is between the landlord and tenant. One (1) Notice to quit was filed and we have one (1) complaint to file with the court. Commissioner Foster moved to accept, and Commissioner Holly offered a second. The “Ayes” and “Nays” were as follows:

Ayes: Commissioners Bradley, Foster, Griggs, Holly, Johnson, and Williams
Nays: None
Chairperson Griggs thereupon declared the motion carried.

Committee Reports:

Mr. Mauro IV reviewed the Operations report for February 2025 and explained the Section 3 document sent to all local businesses and residents on the Heck Avenue Supportive Housing Project

Correspondence:

Old Business:

New Business:

A Resolution authorizing the execution of a memorandum of understanding with the County of Monmouth allowing the Director of Operations, Joseph L. Mauro IV, to utilize his assigned vehicle for the County of Monmouth Fire Marshall investigations, in his role as Deputy Fire Marshall for a term to expire December 31, 2028. A motion was offered to accept by Commissioner **Johnson** and seconded by Commissioner **Bradley** the “Ayes” and “Nays” were as follows:

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

Nays:

Abstain:

Said Motion was Resolution #2174

Topic for Discussion:

Commissioner Foster asked Mr. Mauro about the progress on 1130 Heck Development. Mr. Mauro stated TNHA should close on the loan at the end of March and then the demolition should start. They are getting the area ready, the gas, sewer and water has been disconnected and should be about a 14 month turn around time once they begin demo to rebuild.

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 the 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 **Williams**. The meeting was adjourned at **6:10 p.m.**

Bart J. Cook, Esq., PHM
Executive Director

REGULAR MEETING MARCH 18, 2025

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 5:32 p.m. and Mr. Cook called roll.

Present: Commissioners Barksdale, Bradley, Foster, Griggs, Holly, Johnson, and Williams
Absent: Commissioners:

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 22, 2024, 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 February 18, 2025, were offered for approval by Commissioner Johnson and seconded by Commissioner Bradley. The “Ayes” and “Nays” were as follows:

Ayes: Commissioners Bradley, Foster, Griggs, Holly, Johnson, and Williams
Nays: None
Abstain: Barksdale
Chairperson Griggs thereupon declared the motion carried.

Financial Report:
Mr. Cook read the financial report for February 2025 and asked if there were any questions regarding the financial reports, and being none, Commissioner Foster moved to accept, and Commissioner Williams offered a second. The “Ayes” and “Nays” were as follows:

Ayes: Commissioners Bradley, Foster, Griggs, Holly, Johnson, and Williams
Nays: None
Abstain: Barksdale
Chairperson Griggs thereupon declared the motion carried.

Bills to be paid:			
A-GENERAL PLUMBING	\$4,075.00	NATIONAL TENANT NETWORK	\$5,699.00
BRADLEY CAR CARE	\$1,638.16	NORTHWIND MECHANICAL	\$8,717.04
COOPER ELECTRICAL SUPPLIES	\$4,799.78	PILOT ELECTRIC	\$3,302.00
DECOTIIS, FITZPATRICK, COLE	\$8,230.90	SHERWIN WILLIAMS	\$2,344.00
FERGUSON ENTERPRISE	\$2,957.17	TOWNSHIP OF NEPTUNE FUEL	\$1,409.28
GEESE POLICE	\$1,581.66	TPK CONSTRUCTION	\$17,626.00
HOME DEPOT	\$20,622.22	ZEP	\$7,485.70
MAZTECK	\$2,609.53		

A motion was offered to pay the presented bills by Commissioner Johnson and Commissioner Bradley offered a second. The “Ayes” and “Nays” were as follows:

Ayes: Commissioners Bradley, Foster, Griggs, Holly, Johnson, and Williams
Nays: None
Abstain: Barksdale

Chairperson Griggs thereupon declared the motion carried.

Resident Arrears Report:
Mr. Wigenton stated he filed Seven (7) new complaints for nonpayment, two (2) Notice to cease and two (2) warrants of removal. We have court on March 28, 2025, for one tenant from last month and on April 16, 2025, court date for the seven new complaints for nonpayment. Commissioner Foster moved to accept, and Commissioner Johnson offered a second. The “Ayes” and “Nays” were as follows:

Ayes: Commissioners Bradley, Foster, Griggs, Holly, Johnson, and Williams
Nays: None
Abstain: Barksdale
Chairperson Griggs thereupon declared the motion carried.

Committee Reports:

Correspondence:

Old Business:

New Business:

Mr. Cook announced he has hired a new full-time Executive Administrative Assistant and introduced Ms. Kaelyn Kimbrough to the board.

Topic for Discussion:

Commissioner Foster asked Mr. Cook if he has given any thought to the issues pertaining to the increase in Health care expense and the employee raises. Mr. Cook explained he is working on a solution.

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 the 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 **Bradley**. The meeting was adjourned at **5:54p.m.**

Bart J. Cook, Esq., PHM
Executive Director

REORGANIZATION MEETING OF APRIL 1, 2025

The Commissioners of the Housing Authority of the Township of Neptune, in the County of Monmouth, met in regular session at the Housing Authority's Centrals Office at 1810 Alberta Avenue, Neptune, New Jersey 07753 at **5:35 P.M.** Chairperson Griggs called the meeting to order, and Mr. Cook called the roll.

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

It was announced that the requirements of R.S. 10:4-18 has been satisfied by the publication of the required advertisement in the Asbury Park Press on and the Coaster **April 18, 2024**, 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.

The meeting at this time was turned over to the Secretary-Treasurer, Mr. Cook, for the election of officers for the year 2025-2026. Mr. Cook announced that the nominations for Chairperson were now open. Commissioner **Williams** nominated Commissioner **Griggs**; Commissioner **Johnson** offered a second. Mr. Cook asked if there were any other nominations. There were none. Commissioner **Griggs** assumed the Chairmanship. The "Ayes" and "Nays" were as follows.

Ayes: Commissioners **Barksdale, Bradley, Foster, Griggs, Holly, Johnson, and Williams**
Nays: None

Commissioner **Griggs** became Chairperson of the Authority for 2025 - 2026. The meeting at this time was turned over to Chairperson **Griggs** who announced the nominations for Vice Chairperson were now open. Commissioner **Foster** was nominated by Commissioner **Barksdale** Chairperson **Holly** offered a second. Chairperson Griggs asked if there were any other nominations. There were none. Commissioner **Foster** assumed Vice-Chairperson for the Authority for 2025-2026. The "Ayes" and "Nays" were as follows.

Ayes: Commissioners **Barksdale, Bradley, Foster, Griggs, Holly, Johnson, and Williams**
Nays: None

A resolution regarding the meeting calendar for **2025/2026** was presented. A motion to accept the meeting calendar, was moved by Commissioner **Holly** and second by Commissioner **Bradley** the "Ayes" and "Nays" were as follows.

Ayes: Commissioner **Barksdale, Bradley, Foster, Griggs, Holly, Johnson, and Williams**
Nays: None

The schedule was accepted and will be posted.
The Chairperson Thereupon Moved Resolution #2175

The board reviewed the 2024/2025 TNHA Commissioner's Committees and Chairperson Griggs advised of the change for the upcoming year. Commissioner Williams will move from the Finance Committee to the Operations Committee and Chairperson Griggs will be added to all of the committees.

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.

The meeting was adjourned at 5:45 p.m.

Bart J. Cook, Esq.
Ex. Director

REGULAR MEETING APRIL 15, 2025

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 **5:32 p.m.** and Mr. Cook called roll.

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

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 on **April 10, 2025**, and in the Asbury Park Press on **April 6, 2025**, 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 **March 18, 2025**, 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, Johnson, and Williams**
Nays: **None**
Abstain:
Chairperson Griggs thereupon declared the motion carried.

The minutes of the reorganization meeting of **April 1, 2025**, were offered for approval by Commissioner **Williams** and seconded by Commissioner **Bradley**. The “Ayes” and “Nays” were as follows:

Ayes: Commissioners **Barksdale, Bradley, Foster, Griggs, Holly, Johnson, and Williams**
Nays: **None**
Abstain:
Chairperson Griggs thereupon declared the motion carried.

Financial Report:
Mr. Cook read the financial report for **March 2025** and asked if there were any questions regarding the financial reports, and being none, Commissioner **Foster** moved to accept, and Commissioner **Johnson** offered a second. The “Ayes” and “Nays” were as follows:

Ayes: Commissioners **Barksdale, Bradley, Foster, Griggs, Holly, Johnson, and Williams**
Nays: **None**
Abstain:
Chairperson Griggs thereupon declared the motion carried.

Bills to be paid:

A-GENERAL PLUMBING	\$2,640.00	MAZTECK	\$2,609.53
BALANIKAS PAINTING	\$1,775.00	NORTHWIND MECHANICAL	\$16,475.27
BRADLEY CAR CARE	\$1,437.60	NOVOGRADAC & COMPANY LLP	\$16,440.00
COOPER	\$4,384.29	NTN -NATIONAL TENANT NETWORK	\$2,664.00
DECOTIIS, FITZPATRICK, COLE	\$1,934.30	PILOT ELECTRIC	\$1,809.00
EVANS CABINET CORP	\$3,267.32	RAPID FIRE	\$1,508.50
FERGUSON ENTERPRISE	\$2,633.34	SHERWIN WILLIAMS	\$1,960.00
GEESE POLICE	\$1,581.66	TBK CONSTRUCTION	\$37,132.00
HOME DEPOT	\$16,495.54	TOWNSHIP OF NEPTUNE FUEL	\$1,519.08
ISLAND TECH SEVICES	\$13,501.50	TRIMALAWN EQUIPMENT	\$4,524.27

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, Bradley, Foster, Griggs, Holly, Johnson, and Williams**
Nays: **None**
Abstain:
Chairperson Griggs thereupon declared the motion carried.

Resident Arrears Report:

Mr. Wigenton stated four (4) of the seven (7) complaints for nonpayment have been paid. We are hopeful the remaining three (3) will pay or enter into repayment stipulations. One (1) Notice to cease has been filed. Court is scheduled for tomorrow, April 16, 2025. Commissioner **Williams** moved to accept, and Commissioner **Barksdale** offered a second. The “Ayes” and “Nays” were as follows:

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

Nays: **None**

Abstain:

Chairperson Griggs thereupon declared the motion carried.

Committee Reports:

Chairperson Griggs reported that he, Mr. Cook, and Joe Mauro convened for the Finance Committee meeting earlier today, and also met last week for the Operations Committee meeting. The highlights from the Operations Committee, including updates on the Public Housing Authority (PHA) and Section 8 reports, were presented to the Board and entered into the official record.

Mr. Cook provided an update on the 1130 Heck Avenue project, noting that progress is proceeding well. All necessary permits have been secured, and the required Section 3 notices have been posted at all relevant sites and distributed to residents. Several local contractors have expressed interest in participating in the project. Pending approval of the Deed of Trust, the project is anticipated to close approximately two weeks thereafter.

Additionally, Mr. Cook announced that the 0-bedroom waitlist will open on **May 1, 2025**. A public notice has been submitted to the local newspaper and posted on TNHA’s website. A total of **fifty (50)** applications will be accepted online.

Correspondence:

Old Business:

New Business:

A resolution was offered approving the hiring of the annual contractors effective April 1, 2025, to March 31, 2027. A motion was offered to accept by Commissioner **Barksdale** and seconded by Commissioner **Bradley** the “Ayes” and “Nays” were as follows:

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

Nays:

Abstain:

Said Motion was Resolution #2176

Chairperson Griggs read **Resolution 25-162** from the Township Committee of The Township of Neptune reappointing Commissioner Winifred Johnson to another five (5) year term; April 1, 2025, to March 31, 2030

Topic for Discussion:

Public Portion:

Mr. Pat Brennan, residing at 1805B Alberta Avenue, Unit #36, addressed the Board. He reported that he has not experienced any issues with mice recently and attributed the improvement to the pest control measures implemented, specifically the boxes placed by the pest control company. However, he noted that the exterior boxes appear to be in need of replacement.

Mr. Brennan also expressed concern about the proximity of his neighbors' grills to the building. In response, Mr. Cook stated he would look into the matter regarding the grills and expressed satisfaction that the pest control efforts have been effective.

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 the 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 **5:49p.m.**

Bart J. Cook, Esq., PHM
Executive Director