

REGULAR MEETING OCTOBER 21, 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. Vice-Chair Foster called the meeting to order at **5:36p.m.** and Mr. Cook called Roll.

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

Absent: Commissioners: **Bradley, Griggs, 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 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 **September 16, 2025**, were offered for approval by Commissioner **Johnson** and seconded by Commissioner **Barksdale**. The “Ayes” and “Nays” were as follows:

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

Nays: **None**

Abstain:

Vice-Chair Foster thereupon declared the motion carried.

Financial Report:

Mr. Cook presented the Financial Report for **September 2025** and asked if there were any questions regarding the financial reports, and Commissioner Holly and Vice Chair Foster inquired about the Laundry Room Coin Account and the destination of those deposits. Mr. Cook explained that the proceeds from the Laundry Account are deposited into 501(c)(3) **Neptune Township Development Corp** for the 1130 Heck Development project. Mr. Cook further reported the Section 8 program experienced a funding shortfall; however HUD has agreed to make the program whole. Commissioner **Johnson** moved to accept, and Commissioner **Barksdale** offered a second. The “Ayes” and “Nays” were as follows:

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

Nays: **None**

Abstain:

Vice-Chair Foster thereupon declared the motion carried.

Bills to be paid:

A-GENERAL PLUMBING	\$1,320.00	HOME DEPOT	\$8,905.16
ACTION PEST CONTROL	\$1,050.00	MAZTECK	\$2,609.54
AL AMERICAN TURF	\$1,168.69	NW FINACIAL	\$3,750.00
BALANIKAS PAINTING	\$9,550.00	PHM AFFILIATES	\$5,000.00
DONNA MATOZZI	\$3,937.50	TOWNSHIP OF NEPTUNE-FUEL	\$1,087.34
FERGUSON ENTERPRISE	\$1,197.54	TPK CONSTRUCTION	\$19,206.95
GARDEN STATE BINS	\$1,575.00	WESTERN INDUSTRIES	\$3,184.00
GEESE POLICE	\$1,581.66		

Commissioner Holly inquired about the new Fee Accountant and questioned why she appears on the Bills List, noting that the previous accountant did not. Mr. Cook explained that a Fee Accountant is typically an independent contractor, not a staff accountant or employee; therefore, invoices from the Fee Accountant are appropriately included on the Bills List for payment consideration. 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, Holly, and Johnson**

Nays: **None**

Abstain:

Vice-Chair Foster thereupon declared the motion carried.

Resident Arrears Report:

Mr. Wigenton reported court has not yet been scheduled regarding resident arrears. He noted that the potential dates being considered are October 31, 2025, or November 7, 2025. Mr. Wigenton further reported that seven (7) non-payment complaints have been filed. In addition, three (3) complaints were filed for Notice to Cease, two (2) for Notice to Quit, and one (1) for an Order to Show Cause. He also stated that one (1) tenant was removed on October 14, 2025. Commissioner **Johnson** moved to accept, and Commissioner **Barksdale** offered a second. The “Ayes” and “Nays” were as follows:

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

Nays: **None**

Abstain:

Vice-Chair Foster thereupon declared the motion carried.

Committee Reports:

Vice Chair Foster requested Committee Reports be prepared and presented each month for the following programs:

- Public Housing Authority (PHA)
- Section 8 Housing Choice Voucher Program

These reports should be included along with the monthly Operations Report for review by the Committee.

Correspondence:

Old Business:

New Business:

Audit Review: Presented by: Mr. Rich Larsen, Novogradac & Company

Vice Chair Foster introduced **Mr. Rich Larsen** of **Novogradac & Company**, who attended the meeting to review the audit for the fiscal year ending **September 30, 2024**.

Mr. Larsen addressed the Board and explained that Novogradac & Company conducts an independent audit of the Township of Neptune Housing Authority and issues an unmodified opinion on the three (3) major reports required under Government Auditing Standards. He reviewed the purpose of these reports, the compliance requirements, and whether any findings were noted.

Mr. Larsen also discussed the **Rental Assistance Demonstration (RAD) Program** and its implications for the Neptune Township Housing Authority moving forward. He answered all questions from the Board thoroughly and commended the Authority's staff for their professionalism and cooperation, noting that his team enjoys working with them.

Mr. Larsen concluded by stating that he remains available to the Board for any future questions or concerns. .

Commissioner **Johnson** moved to accept the audit review, and Commissioner **Barksdale** offered a second. The "Ayes" and "Nays" were as follows:

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

Nays: **None**

Abstain:

Vice-Chair Foster thereupon declared the motion carried.

Resolution #2182- Write-Off 2025

A resolution was presented to the Board for consideration regarding the outstanding balances for prior tenants for the fiscal year **2025**. The **Write-Off** totaling \$28,604.23 will be turned over to the attorney for further action. A motion to approve the **Write Off** of the listed tenant balances was offered by Commissioner **Johnson** and seconded by Commissioner **Holly**, the "Ayes" and "Nays" were as follows:

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

Nays: **None**

Abstain: **None**

Said Motion was Resolution #2182

Topic for Discussion:

Public Portion:

Mr. Pat Brennan, residing at **1805B Alberta Avenue, Unit #36**, addressed the Board to report that the heat does not seem to be working in his apartment and the windows are old and drafty. Additional concerns raised by Mr. Brennan include replacement of garbage cans, new resident is non-compliant, and drug deals in the neighborhood. Mr. Cook advised when and if he notices drug activity to report it to the local police department first. He also reassured Mr. Brennan he will look into his concerns.

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 **Holly** and seconded by Commissioner **Johnson** The meeting was adjourned at **6:25p.m.**

Bart J. Cook, Esq., PHM
Executive Director