

REGULAR MEETING SEPTEMBER 16, 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 **5:36 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 **June 17, 2025**, were offered for approval 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: **None**
Abstain:

Chairperson Griggs thereupon declared the motion carried.

RAD Presentation:

Presented by: Danny Gonzalez-Bosques and Lisa Petrosky, NW Financial Group, LLC

Ms. Gonzalez-Bosques and Ms. Petrosky provided an overview of the repositioning options available for the remaining public housing units through the **Rental Assistance Demonstration (RAD)** program. The discussion focused on converting current Housing Authority units from **Section 9 (Public Housing)** to **Section 8 (Project-Based Rental Assistance)**. This conversion would allow for a more stable and predictable funding stream, improving the financial sustainability of the housing units. A PowerPoint presentation was distributed to attendees, detailing the RAD process, benefits of the conversion, and steps required for implementation.

Financial Report:

Mr. Cook read the financial report for **June, July and August 2025** and asked if there were any questions regarding the financial reports, and being none, Commissioner **Barksdale** 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	\$2,195.00	PHM AFFILIATES	\$10,000.00
ACTION PEST CONTROL	\$1,100.00	PILOT ELECTRIC	\$1,875.00
AVON ELECTRIC DOOR	\$1,043.50	PMC WIRELESS	\$6,729.40
FERGUSON ENTERPRISE	\$1,403.52	SHERWIN WILLIAMS	\$1,470.00
GEESE POLICE	\$1,581.66	TOWNSHIP OF NEPTUNE-FUEL	\$1,311.04
HOME DEPOT	\$18,854.80	TPK CONSTRUCTION	\$38,367.00
MAZTECK	\$2,609.54	WESTERN INDUSTRIES	\$2,938.00
NORTHWIND MECHANICAL	\$15,483.16		

An operations meeting was held last week. Topic of discussion was the billing process and the importance of receiving information upfront. The bills exceeding \$17,500, the same purchase agreement process previously used by the municipality will be implemented to provide a system for approval. Since there is no purchasing agent currently in place, bills under \$17,500 will proceed without additional approval. **Mr. Cook** and **Mr. Joseph Mauro, IV** are developing a new process and aim to present it at the next meeting. A motion was offered to pay the presented bills by Commissioner **Foster** and Commissioner **Bradley** 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 court was in session on August 15, 2025. Out of the eight (8) non-payment complaints from June 27, 2025, that were filed; two (2) were dismissed, five (5) were entered into stipulations, one (1) was adjourned. He went on to say three (3) complaints were filed for Notice to Cease/Quit. The office is working on six (6) non-payment of rent complaints that should be filed this month. Commissioner **Johnson** moved to accept, and Commissioner **Williams** 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 provided an overview of the recent Finance Committee meeting. Key topics discussed included the bills exceeding \$17,500 and a shortfall, currently at 66% over projections. Mr. Cook is actively working with HUD to develop a resolution to address the shortfall.

Correspondence:**Old Business:****New Business:**

A resolution was offered to approve a shared service agreement with The Township of Neptune for the resale of gasoline and diesel fuel for TNHA-owned vehicles and equipment. The agreement will provide fuel for the Authority and will promote operational efficiency, reduce costs and result in a mutually beneficial outcome for both the Authority and the Township. A motion was offered to accept by Commissioner **Holly** 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: **None**

Said Motion was Resolution #2179

A resolution was offered approving the hiring of a fee accountant, Donna Matozzi, for the management of the accounting services effective September 1, 2025, to August 31, 2026. A motion was offered to accept by Commissioner **Johnson** and seconded by Commissioner **Holly**; the “Ayes” and “Nays” were as follows:

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

Nays: **None**

Abstain: **None**

Said Motion was Resolution #2180

A resolution was offered approving the hiring of Novogradac & Company, LLC as an auditor for the annual year end audits for September 30, 2025, and September 30, 2026. A motion was offered to accept by Commissioner **Barksdale** and seconded by Commissioner **Johnson**; the “Ayes” and “Nays” were as follows:

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

Nays: **None**

Abstain: **None**

Said Motion was Resolution #2181

Let the record reflect Commissioner Johnson and Williams left at 6:36 pm.

Topic for Discussion:**Public Portion:**

Shanay Bell, residing at **1112 Heck Ave, Apt 37**, attended the meeting and raised the following concerns:

- Non-functioning security cameras in the back parking lot. She reported incidents of car thefts and break-ins.
- Unsanitary behavior by neighbors, including bringing household items (e.g., AC units, clothing, storage bins) to the playground, making it unsafe and unusable for children.
- Inquired about available programs and events for local youth.

Mr. Cook responded that he would inspect the situation.

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 **Barksdale** and seconded by Commissioner **Foster**. The meeting was adjourned at **6:49p.m.**

Bart J. Cook, Esq., PHM
Executive Director