

Neptune City Housing Authority Meeting Minutes

March 13, 2019

Call to order

Authority Chairman Stewart called to order the regular and reorganization meeting of the Neptune City Housing Authority at 6:06 p.m. on March 13, 2019 at Neptune City Borough Hall, 106 West Sylvania Avenue, Neptune City, N.J.

Pledge of Allegiance

The Pledge of Allegiance was stated.

Open Public Meetings Act

Chairman Stewart informed that notice of the meeting was given in compliance with the Open Public Meetings Act.

Roll Call

Attorney Aikins called the roll and the following persons were present: Chairman Stewart, Vice Chairman Goldberg, Commissioner Adcock, Commissioner Shafai, Commissioner Jardine, Commissioner Whalen and Commissioner Farry. Executive Director Cook was not present.

Minutes

The Meeting Minutes of the regular and reorganization meeting held on January 9, 2019 were unanimously approved on a motion by Commissioner Adcock, seconded by Vice Chairman Goldberg.

Regular Session

None, as Executive Director Cook is on vacation.

Finance Committee Commissioner Adcock reported that the Committee met on March 6, 2019. They reviewed the 2018 budget and 2018 actual. He noted that the Authority's bond debt matures and is due in April, 2019. Minutes of the Committee's meeting were distributed to the Commissioners as well.

Building/Grounds Committee Vice Chairman Goldberg noted that specification sheets for projects involving the kitchen, hallway wallpaper, carpets on all floors, replacing an apartment door, and repairing the front sidewalk are requested to be prepared and further services coordinated by Authority Architect Ronald A. Sebring Associates (RASA). The proposal from RASA will be discussed under New Business.

Regular Bills

On a motion by Commissioner Shafai, seconded by Vice Chairman Goldberg, the regular bills of the Authority were unanimously approved.

General Fund Bills

None.

Unfinished Business

None.

New Business

Attorney Aikins reviewed a written proposal by Authority Architect Ronald A. Sebring Associates (RASA). On a motion by Vice Chairman Goldberg, seconded by Commissioner Adcock, the RASA proposal, reflecting a time expended fee basis per the rate schedule attached to the proposal was unanimously approved. Commissioners Farry and Whalen discussed coordinating a potential fire drill at the building. They will work with the Neptune City Police Chief and with the Neptune City Fire Chief as planning for the fire drill proceeds.

Public Portion

None received.

Good of the Authority (no commentary)

Adjournment

On a motion by Commissioner Shafai, seconded by Commissioner Jardine, the meeting was adjourned at 6:36 p.m.