

Neptune City Housing Authority Meeting Minutes

July 10, 2019

Call to order

Authority Chairman Stewart called to order the regular meeting of the Neptune City Housing Authority at 6:07 p.m. on July 10, 2019 at Neptune City Housing Authority Community Room 2000 Sixth 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 arrived at 6:22 p.m.

Minutes

The Meeting Minutes of the regular meeting held on June 12, 2019 were carried to the August meeting.

Regular Session

Executive Director Cook addressed comments in the :Public Portion of the meeting which are reflected later in these minutes.

Finance Committee Commissioner Adcock reported that the Committee meet on June 25, 2019 and he prepared a memorandum and sent same to Chairman Stewart in anticipation of tonight's meeting. He also noted the rental re-certifications have been added to the budget which is of assistance. He further advised that the 2018 audit is in the process of being finalized.

Building/Grounds Committee Commissioner Shafai reported that while the committee did not meet, he spoke with Authority Architect Dave Clark and the he will likely add areas and sections of concrete to be repaired or replaced as part of the sidewalk repair project.

Regular Bills

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

General Fund Bills

None.

Unfinished Business

None.

New Business

The Bank signature forms are anticipated to be signed on July 11, 2019.

Public Portion

Executive Director Cook addressed comments as to the status of the washers/dryers (he noted that Lou Riccio advised other housing authorities have not used electronic card machines because they are unreliable), the trash chutes (which remain locked due to prior failures by tenants to properly use same), running of the HVAC in the Community Room (he will check with the HVAC contractor as to same) and the treadmill (the Authority is on the supplier's list for delivery, but with an unspecified date).

Good of the Authority

Chairman Stewart asked Attorney Aikins to advise Authority Architect Clark that the Authority will require all specifications on the 2019 previously designated projects to be provided not later than the August 14, 2019 meeting.

Executive Session

On a motion by Commissioner Shafai, seconded by Vice Chairman Goldberg, the Commissioners unanimously resolved to go into Executive Session at 6:36 p.m. to discuss a personnel matter and to discuss a legal matter.

Regular Session

Following the end of the Executive Session, the Regular Session resumed at 7 p.m. On a motion by Commissioner Adcock, seconded by Vice Chairman Goldberg, the Commissioners unanimously resolved to provide a performance review of Lynda Muszynski by Executive Director Cook with his discretion as to award a pay increase ranging between 3 to 5 %, retroactive to January 1, 2019. Then, on a motion by Vice Chairman Goldberg, seconded by Commissioner Adcock, the Commissioners unanimously resolved to designate John Bonello, Esq. as Authority Special Counsel for Landlord/Tenant eviction matters for 2019, to be compensated at the same hourly rate as provided to Authority Attorney Aikins. Attorney Aikins will coordinate with Mr. Bonello and will arrange for publication of the appointment as required by law.

Adjournment

On a motion by Vice Chairman Goldberg, seconded by Commissioner Shafai, the meeting was adjourned at 7:06 p.m.