

Neptune City Housing Authority Meeting Minutes

March 11, 2020

Call to order

Authority Chairman Stewart called to order the regular meeting of the Neptune City Housing Authority at 6:07 p.m. on March 11, 2020 at Neptune City Borough Hall, 106 West Sylvania Avenue, Neptune City, N.J.

Pledge of Allegiance

The Pledge of Allegiance was stated. A moment of silence in recognition of the passing of Authority Superintendent Al Muszynski was observed.

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 Jardine, Commissioner Whalen and Commissioner Farry. Executive Director Cook was also present. Commissioner Shafai was absent.

Minutes

The Meeting Minutes of the reorganization and regular meeting held on February 12, 2020 were unanimously approved on a motion by Vice Chairman Goldberg, seconded by Commissioner Farry.

Regular Session

Executive Director Cook shared his condolences with the Commissioners as to the passing of Authority Superintendent Al Muszynski. He informed all that he is encouraging Lynda to take time off during her time of loss. Then he reported on the progress of the Interior Improvements Project, noting that he is recommending the old furniture be discarded for several reasons of hygiene. He also submitted a proposal for the Township of Neptune Housing Authority (TNHA) to provide routine and scheduled maintenance formerly handled by the late Superintendent. The Scope of Work written proposal is for a fee of \$3,083.00 per month and will be co-terminous with the length of the current Interlocal Service Agreement between the Authority and TNHA. The hours of coverage will be from 9 am to 5 pm Monday through Friday, excluding legal holidays and if services are provided outside of those hours (or on legal holidays), then the rate shall be on a time and materials basis consistent with the established TNHA rate for such services. The monthly rate of \$3,083.00 equates to an annual rate of about

\$37,000.00 and is less than the \$40,000.00 compensation paid to the late Superintendent. On a motion by Commissioner Jardine, seconded by Vice Chairman Goldberg, the Commissioners unanimously resolved to approve the Scope of Work as modified by the aforesaid language and directed that Attorney Aikins should prepare an Interlocal Service Agreement between the Authority and TNHA incorporating all of these terms.

Building/Grounds Committee

Vice Chairman Goldberg had no report.

Finance Committee

Commissioner Adcock reported that the committee met on Tuesday, March 3, 2020 and reviewed 2019 vs. 2020 budget comparisons along with proposed 2020 maintenance issues, transportation items and a surplus from the allocation for Commissioners' education. He noted that each Commissioner has now completed all educational requirements per State regulations. He further noted that transportation options for Authority residents are being reviewed with TNHA and the Monmouth County SCAT network.

Regular Bills

On a motion by Vice Chairman Goldberg, seconded by Commissioner Whalen, the regular bills of the Authority were unanimously approved with Attorney Aikins also relaying the recommendation of Authority Architect David Clark that the Application and Certificate for Payment from Straight Edge Construction, Inc. relating to the Site Work Project in the amount of \$55,085.80 be approved.

General Fund Bills

None.

Unfinished Business

None.

New Business

Chairman Stewart noted that replacement furniture for the old furniture being discarded should be an important consideration for the Authority. He asked Executive Director Cook to assist in identifying options as to replacement furniture.

Public Portion

None.

Good of the Authority

None.

Adjournment

On a motion by Vice Chairman Goldberg, seconded by Commissioner Farry, the meeting was adjourned at 6:37 p.m.