

Neptune City Housing Authority

Meeting Minutes

January 12, 2022

Call to order

Authority Chairman Stewart called to order the reorganization meeting of the Neptune City Housing Authority at 6:01 p.m. on January 12, 2022 via telephonic conference with all participants.

Pledge of Allegiance

The Pledge of Allegiance was omitted.

Open Public Meetings Act

Chairman Stewart informed that notice of the meeting was given in compliance with the Open Public Meetings Act. Supplemental notice of the telephonic conference due to the COVID-19 health emergency was given in accordance with the guidelines established by the New Jersey Department of Community Affairs.

Roll Call

Attorney Aikins administered the oath of office to Ms. Celeste Clark and welcome her aboard. He then called the roll and the following persons were present by telephone: Chairman Stewart, Commissioner Adcock, Commissioner Shafai, Commissioner Jardine, Commissioner Farry and Commissioner Clark. Chairman Stewart welcomed Commissioner Clark to the Authority. Executive Director Cook was also present by telephone.

Reorganization

Attorney Aikins called for nominations for Chairman of the Commissioners for 2022. On a motion by Commissioner Jardine, seconded by Commissioner Adcock, the Commissioners unanimously voted in favor of Eugene Stewart as Chairman. There were no other nominations. Attorney Aikins turned the meeting over to Chairman Stewart. He then called for motions for the position of Vice Chairman. On a motion by Commissioner Adcock, seconded by Commissioner Jardine, the Commissioners unanimously voted in favor of Michael Shafai as Vice Chairman. Next, Chairman Stewart called for Resolution to appoint David Clark as the Authority Architect, Mark R. Aikins as the Authority Attorney and Anthony Giampaolo, CPA as the Authority Auditor, along with Stephen Trimboli as Special Labor Counsel and John Bonello as Special Landlord/Tenant Counsel. On a motion by Commissioner Farry, seconded by Vice Chairman Shafai, the Commissioners unanimously voted in favor. Attorney Aikins will attend to the publication of the appointments. Next, Chairman Stewart appointed Tom Adcock as Chairman of the Finance Committee and Michael Shafai as Chairman of the Building/Grounds Committee. Mr. Adcock and Mr. Shafai gratefully accepted their respective appointments. Chairman Stewart also called for a Resolution to approve the 2022 Commissioners' meeting schedule for 6 p.m. on the second

Wednesday of each month, via telephone for the immediate future due to the continuing COVID-19 crisis. On a motion by Commissioner Adcock, seconded by Vice Chairman Shafai, the Commissioners unanimously approved the 2022 Commissioners' Meeting Resolution. The reorganization meeting then concluded with the regular meeting immediately continuing.

Minutes

The Meeting Minutes of the regular meeting held on December 8, 2021 were postponed to the next meeting.

Regular Session

Executive Director Cook informed the Board that Lynda Muszynski was terminated in December, 2021. He advised the Commissioners that ongoing investigations as to the records at the Authority's offices were underway along with a reorganization of the office's procedures. He congratulated Chairman Stewart and Vice Chairman Shafai on their appointments and welcomed Commissioner Clark to the meeting. Lastly, he promised to send the proposed 2022 Budget to the Commissioners for their review so that same could be introduced at the Commissioners' February meeting.

Building/Grounds Committee

Vice Chairman Shafai had no report.

Finance Committee

Commissioner Adcock had no report and inquired if the 2020 audit was completed. Executive Director Cook advised it has been completed, will be sent out shortly and will be discussed at the Commissioners' February meeting.

Regular Bills

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

Unfinished Business

None.

New Business

None.

Public Portion

None.

Good of the Authority

None.

Adjournment

On a motion by Vice Chairman Shafai, seconded by Commissioner Adcock, the meeting was adjourned at 6:26 p.m.

