

# Neptune City Housing Authority

## Meeting Minutes

### April 13, 2022

#### **Call to order**

Authority Chairman Michael Shafai called to order the regular meeting of the Neptune City Housing Authority at 6 p.m. on April 13, 2022 at the Community Room, 2000 Sixth Avenue, Neptune City, N.J.

#### **Pledge of Allegiance**

The Pledge of Allegiance was stated.

#### **Open Public Meetings Act**

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

#### **Roll Call**

Authority Attorney Aikins called the roll and the following persons were present: Chairman Shafai, Vice Chairman Adcock, Commissioner Jardine, Commissioner Farry and Commissioner Clark. Chief of Operations Mauro was also present. Executive Director Cook was absent.

#### **Minutes**

The Meeting Minutes of the meeting held on March 9, 2022 were carried until the May meeting.

#### **Regular Session**

Chief of Operations Mauro informed the Board that there are 2 vacant apartments which are being actively shown. He noted that 3 more apartments will soon be ready for showing. Next, he shared that all vouchers for payment are in for fiscal year 2021 and that the 13 month catch up period has been concluded. A new fence is due to be installed in the next several weeks he shared. Also, the new stove in the Community Room kitchen has been delivered, installed and is operational. He commented that a relief valve and piping is necessary for the fire pump, which is estimated to cost \$7,615. Also required to be replaced are the cameras in the security system. Lastly, Mr. Mauro reported on the Verizon contract renewal, noting that Verizon proposes a 5 year contract which will increase from the current \$35.60 per month per apartment to \$47.00 per month per apartment. On a motion by Vice Chairman Adcock, seconded by Commissioner Clark, the Commissioners unanimously approved the Verizon contract.

#### **Building/Grounds Committee**

No report.

### **Finance Committee**

Commissioner Adcock welcomed the Authority Auditor, Anthony Giampaolo, CPA to the meeting. Mr. Giampaolo gave a presentation for the audit period ending December 31, 2020. He noted that this was a clean audit report for 2020 and that the Authority has no debt. He further noted that the cash balances were acceptable and no adjustments in the financial reports were necessary. On a motion by Commissioner Farry, seconded by Vice Chairman Adcock, the 2020 Audit was unanimously approved by the Commissioners.

### **Regular Bills**

On a motion by Vice Chairman Adcock, seconded by Commissioner Clark, the Commissioners approved the regular bills.

### **Unfinished Business**

None.

### **New Business**

Girl Scout Troup 902, Neptune City, made a presentation through Sharon Dellett, Troup Leader. The girls in the Troup are working toward their Community Service badges and will be building a planter garden at the Authority. This has been achieved through donations and reclaimed wood. The work will happen on Saturday May 7, 2022 in anticipation of Mother's Day.

### **Public Portion**

Several residents offered comments relating to the renewal of the Verizon contract by the Authority and were assured that their portion of the payment to Verizon (Approximately \$12 per month) would not be changed.

### **Good of the Authority**

None.

### **Executive Session.**

On a motion by Vice Chairman Adcock, seconded by Commissioner Jardine, the Commissioners resolved to go into Executive Session at 6:21 p.m. in order to discuss a matter which required attorney/client confidentiality. The Commissioners came back to Regular Session at 6:41 p.m. with the same Commissioners in attendance. Attorney Aikins noted that separate minutes were kept and would be made public when attorney/client confidentiality was no longer required.

### **Adjournment**

On a motion by Commissioner Jardine, seconded by Commissioner Clark, the meeting was adjourned at 6:42 p.m.