

NEPTUNE TOWNSHIP RENT LEVELING BOARD

Minutes – September 6, 2018

Mrs. Johnson called the meeting to order at 6:15 pm and requested the Secretary to call the roll. The following members were present: Ruth Johnson, Connie Holmes, Naomi Riley and Jeff Klein. Absent: James Manning, Catherine McAphee and Morrell Massicot.

Mrs. Johnson stated adequate notice of this meeting as required by P.L. Chapter 231 has been provided by notice in the Coaster, which was posted on the bulletin board of the Municipal Complex and filing a said notice with the Municipal Clerk.

Mrs. Johnson announced that the Consumer Price Index [July's price index was 274.073, area prices unchanged over the month and up 2.2% over the year].

APPROVAL OF MINUTES

Mr. Klein offered a motion, moved and seconded by Mrs. Riley to approve the minutes of the meeting for August 9, 2018; all that were eligible to vote were in favor.

DISCUSSION ITEMS

Mr. Anthony stated at the last meeting they completed testimony of the applicant and public comments with regards to this application. The Board made a series of motions that he put together in the form of a resolution of what this Board considers capital improvements and what it doesn't. There were outstanding conditions they are going to have a resolution on capital improvement first. Figures are based on figures given to us in testimony and that were in the application itself which may have to be adjusted. The applicant was suppose to provide documentation for roofs in terms of showing direct correlation between checks written out for the roofs and the spread sheet that was provided to them. He stated they were hoping to get it earlier but they have it now. He asked the Board if they felt they had sufficient time to review the documentation presented this evening in order to go forward. Mrs. Holmes and Mrs. Johnson both said they needed more time to review. Mr. Klein stated the document provided did not make any sense. He stated for example there were 25 permits that were taken out but they asked for a reimbursement which was only 17. He questioned whether the 8 remaining ones they did not do the work for. He stated he has copies of checks and now he has to try an figure out where it goes. He also stated there's \$2000 for an amenities building and they already have a fitness center for \$2000 on it. He stated they do not have a corresponding bill to go with it.

Mr. Schneider explained that the first page of the spread sheet says they are requesting reimbursement for 17 permits and permits weren't needed for some of the items. If they did the roof they got permits. Permits are not required for gutters.

Mr. Klein questioned where was the bill for \$2000 for the amenities building.

Mr. Schneider stated he did not have an answer for it.

Mr. Anthony stated if it was the gym it was not approved.

Mr. Klein stated it was his recollection that it was a no for the interior of the gym.

Mr. Klein also questioned the total amount paid for the roof.

Mr. Klein stated it was \$420,434 for the amount of checks written for the roof. Our records according to Mr. Anthony's resolution is \$417,924 of an original \$423,000.

Mr. Schneider stated that was the number in the spreadsheet the last time and then you said you wanted documentation they went back and got the documentation and that's how they came up with \$424,000.

Mr. Anthony stated he was a little confused by this as well. He stated these documents are \$7,000 more.

Mr. Klein stated this doesn't work because they only have checks for \$420,000 which is even \$4,000 less than everything else.

Mrs. Riley asked if they are allowed to charge for the permits in this total.

Mr. Anthony stated you have to allow them a credit for what's necessary to put on a roof.

Mr. Schneider stated the reason he put the blue sheet there was because permits tended to be aggregated and invoices are at the end.

Mr. Anthony stated they need to get all of this information together and determine the amounts.

Mr. Schneider said you have questions about the amenities building.

Mr. Klein stated what is it? and where is it.

Mr. Schneider as far as the invoices what do you need

Mr. Klein stated the invoices did not match the checks. He stated they also need the IRS depreciation schedules for the items approved as capital improvement.

Mr. Anthony suggested having their accountant present at the next meeting and questioned if there were any questions on the other capital improvements. He stated the amounts he's gotten on the boiler and hot water system on west side only is \$62, 371.75 which he got from the application. Mr. Anthony discussed the content of the resolution and the application.

Mr. Schneider stated he would get additional information on the breezeway and questioned if they needed more information on the hot water systems.

Mr. Klein stated there were two separate items boilers and hot water heaters and one was completed and one wasn't.

Mr. Schneider said the hot water heaters are finished but the boilers are not.

Mr. Klein questioned whether the bill for \$62, 371 is for the hot water heaters.

Mr. Schneider stated that was correct.

Mr. Klein do we know what the dollar amount is and is it going to be for the boilers and would it be in Phase II.

Mr. Anthony stated he would move it to Phase II.

Mr. Klein stated the boiler would be put in Phase II and everything in Phase II must be done within two years or else they are no longer approved.

Mr. Anthony confirmed that was correct.

Mr. Klein also stated as far as the breezeway and invoices he wanted to see checks and a correlation.

Mr. Anthony stated for confirmation that the hot water was Phase I and would be only for the Westside instead of both complexes. He also stated as far as the breezeway the management office was not considered a capital improvement nor was the gym, pool and furnishings. Exterior lighting upgrades are considered capital improvements. He stated he put in the resolution that it was completed. He asked that it be corrected if it wasn't correct.

Mr. Schneider stated he was not sure if it was complete or not.

Mr. Klein stated during their testimony it was stated that it was complete. He stated he would need to see evidence of it being completed. He questioned whether it would have to go into Phase II.

Mr. Schneider stated it was in the original application for everything that was paid and questioned if they wanted it again.

Mr. Klein stated the roof break down shows them that anything that was in the original documentation was not correct anyway.

Mr. Anthony stated he was looking at the items submitted with the application and when it comes to electrical there's a bill for \$12,863.

Mr. Schneider stated he would provide documentation specific to the lighting.

Ms. Riley asked if they could have copies of checks and invoices even for items that have been approved.

Mr. Schneider stated the last time he remembered the Board only asking for roof and gutters.

Mrs. Holmes stated she asked for everything.

Mr. Schneider referred to page 13 of the Resolution so the first things are the roof and gutters he understands what is needed and next is the boiler and hot water system and they've agreed they are separate and need documentation. C. is irrelevant but Mr. Anthony stated it might be relevant if you appeal it. Mr. Anthony stated the Breezeway was relevant because it is a capital improvement, management office, gym and pool renovation is out and then there's exterior lighting upgrades that we need clarification on.

Mrs. Holmes stated for everything that is considered a capital improvements she wanted to see checks and invoices.

Mr. Klein questioned who did the security camera's and requested clarification as to where they were installed and how much for the items

Mr. Anthony stated he had concerns about exterior lighting upgrades which he see invoices for electrical and there are also electrical service upgrades that were not approved. He's not sure what the invoices will cover. He needs clarification. He then stated the next thing that was not approved was landscaping, mold prevention not approved, parking lot repavement was approved. You had a budget for \$500,000 and a contract for \$447,984 and you said it was in progress and paid and that's what he put in the amount.

Mr. Klein stated they were satisfied with the \$447, 984 but if they were asking for more money they would have to prove it.

Mr. Anthony discussed the security lighting and Mr. Schneider said that he would provide documentation.

Mr. Anthony reminded everyone that he was not available for the October 11th meeting so they would have to meet on November 1, 2018

Mr. Klein asked if the documents requested be sent by October along with the depreciation schedule.

PUBLIC DISCUSSION

Tracey Daniels, Apt 235 questioned whether paving was considered a capital improvement.

Mrs. Johnson confirmed that it was.

Ms. Daniels stated three weeks ago an inspection was done and some areas needed to be repaved and as of today it is not completed. She questioned whether they were the ones who did the original paving.

Mr. Anthony stated he would have the landlord get back in touch with her. He stated they were not looking for the tenants to pay for what they are suppose to do.

Elizabeth Kennedy #252 stated when they put in for lighting they were going to look into JCPL doing the lighting.

Mr. Schneider stated it hasn't been done yet because they cannot reach a human being.

Ms. Daniels stated other than the lighting being done what else needs to be done.

Mr. Schneider stated Phase II it's something they would have to pay for it's not JCP&L.

Mrs. Holmes offered a motion to carry the resolution on Capital Improvements to November 1st meeting, seconded by Mrs. Johnson; all were in favor.

Mrs. Holmes also announced that September 15th would be Neptune Day and urged everyone to come out between 12-4pm.

PUBLIC COMMENTS

None

Mrs. Johnson offered a motion to adjourn the meeting, moved and seconded by Mrs. Riley. All were in favor.

Pamela D. Howard

Secretary