

PLEASANTVILLE HOUSING AUTHORITY
156 North Main Street
Pleasantville, New Jersey 08232

COMMISSIONERS' MEETING
October 28, 2015

A regular meeting of the Board of Commissioners of the Pleasantville Housing Authority was held on Wednesday, October 28, 2015 at the Ralph Peterson Community Center located at 301 Woodland Avenue, Pleasantville, New Jersey.

The meeting was opened at 1:10 p.m. by Chairman Milton L. Hendricks who announced that public notice of the meeting pursuant to the Public Open Meetings Act of 1975 had been properly given by filing written notice to the Pleasantville City Clerk, the official bulletin board of the City and by mailing written notice to the Atlantic City Press.

1. ROLL CALL Chairman Hendricks called the roll and the following commissioners were in attendance: Commissioners Charles, Mallette, Kincaid, Brooks, Santiago and Hendricks. Commissioner Jeter-Green was excused. There was a quorum. Also present were Vernon Lawrence, Executive Director, Albertine Palmer, Housing Manager/Executive Assistant, Dave Caracciolo, Operations Manager/Section 8 Coordinator and Michael Pender, PHA Attorney.

2. APPROVAL OF MINUTES A motion was made by Commissioner Kincaid, seconded by Commissioner Santiago for approval of the minutes of the meeting held on August 26, 2015. Commissioner Mallette abstained. Roll call was taken and the motion was carried.

A motion was made by Commissioner Kincaid, seconded by Commissioner Santiago for approval of the minutes of the meeting held on September 23, 2015. Commissioner Mallette abstained. Roll call was taken and the motion was carried.

3. RATIFICATION OF BILLS Chairman Hendricks asked for a motion to ratify bills paid during September, 2015 in the amount of \$ 92,491.28. A list and explanation of bills were previously emailed and/or delivered to each commissioner. Commissioner Charles made a motion to ratify the September bills. Commissioner Santiago seconded the motion. Roll call was taken and the motion was carried unanimously.

4. PUBLIC SESSION
No public was in attendance.

5. REPORT OF THE SECRETARY

Mr. Lawrence introduced Richard Larsen, Fallon & Larsen LLP, to the Board of Commissioners. Mr. Larsen explained in detail the report of Audit of Financial Statements and Supplemental Information Year end March 31, 2015. The Auditor states it is a good report.

Mr. Larsen reported in the Auditor's opinion, the financial statements present fairly in all materials respects, the respective financial position of the Pleasantville Housing Authority as of March 31, 2015 cash flows ended in accordance with accounting principles generally accepted in the United States of America. The Pleasantville Housing Authority has received "High Marks".

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Mr. Larsen explained on Government Auditor Standards, its two parts which is Internal Control over Financial Reporting and Compliance and other Matters. Mr. Larsen mentioned internal control, his firm had "no findings" and compliance, his firm had "no findings to report". It was a good outcome.

Mr. Lawrence updated the board on (NSP) Neighborhood Stabilization Program. Mr. Lawrence reported that 105 Wellington Avenue property has potential buyers.

Mr. Lawrence mentioned that 305 Linden Avenue is still under contract to purchase. We are still waiting on an approval from the County. The problem is the septic tank.

Mr. Lawrence reported that Department of Community Affairs (DCA) wants us to have an open house affair to showcase the success of the NSP Program in Pleasantville. Mr. Lawrence will get back to the Board with details.

Mr. Lawrence reported on the NAHRO Conference, he and Commissioner Mallette attended.

Mr. Lawrence reported on Rental Assistance Demonstration (RAD). Mr. Lawrence mentioned November 4, 5 and 6 RAD Physical Condition Assessment will determine Capital needs for the 140 and 156 North Main Street properties.

(a) Resolution #2015-28 Approving April 1, 2014-March 31, 2015 Independent Audit

After a lengthy discussion, a motion was made by Commissioner Kincaid to approve Resolution #2015-28. Commissioner Santiago seconded the motion. Roll call was taken and the motion was carried unanimously.

(b) Resolution #2015-29 Approving Personnel Matters-Performance Incentive

After a lengthy discussion, a motion was made by Commissioner Santiago to approve Resolution #2015-29. Commissioner Mallette seconded the motion. Roll call was taken and the motion was carried unanimously.

(c) Resolution #2015-30 Executive Session

At 1:50 p.m., a motion was made by Commissioner Santiago to enter into executive session. Commissioner Mallette seconded the motion. Roll call was taken and the motion was carried.

At 2:20 p.m., a motion was made by Commissioner Mallette to return to regular session. Commissioner Kincaid seconded the motion. Roll call was taken and the motion was carried.

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6. FINANCE

Mr. Lawrence reported on Low Income Public Housing Program (LIPH) financial statements is showing a surplus of \$155,000. The pension payment hasn't been deducted as of yet. Mr. Lawrence stated we are doing well in the program.

Mr. Lawrence reported on the Housing Choice Voucher Program financials the surplus is \$42,000, the program is going well, the Admin Fees are funded at a higher percentage and we cut cost by not having inspections done by a private vendor. We have contracted with another Government Agency (ACIA) to perform our section 8 inspections. The cost is not as high. Mr. Lawrence states both programs are operating in the black.

7. ADJOURNMENT

There being no further business to discuss, a motion was made by Commissioner Santiago, seconded by Commissioner Kincaid to adjourn.

Respectfully submitted,

Vernon Lawrence
Secretary/Treasurer

Pleasantville Housing Authority

Rev. Dr. Milton L. Hendricks, Chairman

I hereby certify that the foregoing is a true copy of the Board Minutes adopted by the Board of Commissioners of the Pleasantville Housing Authority at a meeting held on the 28th day of October, 2015.

Vernon Lawrence, Executive Director