

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

**COMMISSIONERS' MEETING**  
**September 23, 2015**

A regular meeting of the Board of Commissioners of the Pleasantville Housing Authority was held on Wednesday, September 23, 2015 at the Ralph Peterson Community Center located at 301 Woodland Avenue, Pleasantville, New Jersey.

The meeting was opened at 1:13 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 Teddy Strickland, PHA Attorney.

**2. APPROVAL OF MINUTES** A motion was made by Commissioner Santiago, seconded by Commissioner Mallette for approval of the minutes of the meeting held on August 26, 2015. Commissioners Mallette and Brooks abstained. Approval of the minutes was tabled until next meeting.

**3. RATIFICATION OF BILLS** Chairman Hendricks asked for a motion to ratify bills paid during August, 2015 in the amount of \$ 151,428.41. A list and explanation of bills were previously emailed and/or delivered to each commissioner. Commissioner Santiago made a motion to ratify the August bills. Commissioner Brooks 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 reported on the Neighborhood Stabilization Programs. Mr. Lawrence reported that 4 properties are still available (105 Wellington Avenue, 305 Linden Avenue, 136 West Adams and 5 Plaza Place.)

Mr. Lawrence mentioned that Brittany is working with a Housing Choice Voucher family to qualify them for Homeownership to purchase 105 Wellington Avenue. Dave Caracciolo stated we should have an answered soon regarding the family purchasing the property. Mr. Lawrence stated that if this deal does not go through, we will put the house up for sale in the general market.

Mr. Lawrence mentioned that 305 Linden Avenue is still under contract to purchase. The problem is the septic tank. We are waiting to receive an approval from Atlantic County. The County rejected the first offer. Mr. Lawrence stated that 136 West Adams is up for sale.

Mr. Lawrence reported that 5 Plaza Place is under contract. We had an open house showing 2 weeks ago and it was successful.

**COMMISSIONERS' MEETING**  
**September 23, 2015**  
**Page Two**

Mr. Lawrence reported on Rental Assistance Demonstration (RAD). Mr. Lawrence mentioned the proposals are in for the RAD Physical Condition Assessment (RPCA) to determine Capital needs for the 140 and 156 North Main Street properties under the RAD CHAP Agreement. Mr. Lawrence reported that we are waiting on the approval of the revised CHAP agreement sent to HUD.

**(a) Resolution #2015-25**  
**Approving the 2015-2016 State Amended Budget**

After a brief explanation, a motion was made by Commissioner Kincaid to approve Resolution #2015-25. Commissioner Brooks seconded the motion. Roll call was taken and the motion was carried unanimously.

**(b) Resolution #2015-26**  
**Awarding RAD RPCA Contract**

After a brief explanation, a motion was made by Commissioner Kincaid to approve Resolution #2015-26. Commissioner Brooks seconded the motion. Roll call was taken and the motion was carried unanimously.

**(c) Resolution #2015-27**

At 1:25 p.m., a motion was made by Commissioner Santiago to enter into executive session. Commissioner Charles seconded the motion. Roll call was taken and the motion was carried.

At 1:30 p.m., a motion was made by Commissioner Santiago to return to regular session. Commissioner Brooks seconded the motion. Roll call was taken and the motion was carried.

**6. FINANCE**

Mr. Lawrence reported on Low Income Public Housing Program (LIPH) financial statements is showing a surplus of \$166,112. We received an extra \$50,000 in subsidy from HUD that helps the program. We also receive funding from PVCDC and Barlinvis Property Programs, Mr. Lawrence stated we are doing well in the program.

Mr. Lawrence reported on the Housing Choice Voucher Program financials the surplus is \$55,347, 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 to perform our section 8 inspections. The cost is not as high. Mr. Lawrence states both programs are operating in the black.

Mr. Lawrence mentioned the Auditors will be here next month.

**COMMISSIONERS' MEETING**  
**September 23, 2015**  
**Page Three**

**7. ADJOURNMENT**

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

Respectfully submitted,

Vernon Lawrence  
Secretary/Treasurer

Pleasantville Housing Authority

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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 23rd day of September, 2015.

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Vernon Lawrence, Executive Director