

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

COMMISSIONERS' MEETING
October 26, 2016

A regular meeting of the Board of Commissioners of the Pleasantville Housing Authority was held on Wednesday, October 26, 2016 at Pleasantville Housing Authority located at 156 North Main Street, 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 and Hendricks. Commissioner Brooks were excused. Commissioner Santiago called in to the meeting. 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 Santiago, seconded by Commissioner Kincaid for approval of the minutes of the meeting held on September 29, 2016. Commissioner Mallette abstained. Roll call was taken and the motion was carried unanimously.

3. RATIFICATION OF BILLS Chairman Hendricks asked for a motion to ratify bills paid during September, 2016 in the amount of \$ 51,276.42. 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 Kincaid 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 Ms. Renay Troiano, the new commissioner that will continue the unexpired term of Ms. Elizabeth Jeter-Green (deceased) until 12/31/2019.

Mr. Lawrence introduced Richard Larsen, Fallon & Larsen LLP, to the Board of Commissioners. Mr. Larsen explained in detail the report of the Audit of Financial Statements and Supplemental Information Year end March 31, 2016. The Auditor states it is a good report.

Mr. Larsen mentioned that the Audited was conducted on October 21, 2016 and will be sent to HUD before the deadline of December 31, 2016. 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, 2016 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 reported that the State of New Jersey has an unfunded Pension system. The Housing Authority pension liability is 1,647,000 that we have to contribute to the system. The PHA has 2 million cash reserves and 1 year worth of Reserves in unrestricted net position. 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 Neighborhood Stabilization Program (NSP) 1. Mr. Lawrence stated all properties are now rented or sold in the program. Mr. Lawrence mentioned that 105 Wellington Avenue will be a lease purchase. The first year the resident will rent and the second year will be a lease purchase if the resident is able.

Mr. Lawrence reported on the Non-profit Corporation (CHDO) and stated 4 new houses was built and now rented out. The CHDO will manage the properties. Mr. Lawrence mentioned that after 5 years the Housing Authority has first right of refusal to own the properties again.

Mr. Lawrence reported on HUD update. Mr. Lawrence reported that current funding will continue thru December 9, 2016 until the new President of the United States takes office. Mr. Lawrence mentioned we are operating under the current budget October 1, 2016. There will be Fair Housing training that the staff will attend and continue to work on implementing the non-smoking policy.

Mr. Lawrence stated that November Board Meeting scheduled for November 16, 2016 will need to be re-scheduled to November 18, 2016 if okay with the Commissioners because Mr. Lawrence and staff will be attending training in Atlantic City for the NJNAHRO Conference. The Board agreed to the date change.

Mr. Lawrence reported on RAD update. Mr. Lawrence stated the closing has been extended and we are hopefully to be under the voucher program in January 2017.

(a) Resolution #2016-29
Approving the Year End March 31, 2016 Audited Financial Report

After a brief discussion, a motion was made by Commissioner Kincaid to approve Resolution #2016-29. Commissioner Mallette seconded the motion. Roll call was taken and the motion was carried unanimously.

(b) Resolution #2016-30
Approving the Executive Director/CEO/CFO Contract & Performance Incentive

After a brief discussion, a motion was made by Commissioner Kincaid to approve Resolution #2016-30. Commissioner Mallette seconded the motion. Roll call was taken and the motion was carried unanimously.

(c) Resolution #2016-31
Executive Session-Personnel Matters, Litigation N.J.S.A. 10:4-12 b. (1), (7)

At 1:34 p.m., a motion was made by Commissioner Kincaid to enter into executive session. Commissioner Santiago seconded the motion. Roll call was taken and the motion was carried.

At 1:48 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.

6. FINANCE

Mr. Lawrence reported on the Low Income Public Housing Program (LIPH) financial statements is showing a surplus of \$212,000. Mr. Lawrence stated that's not accurate, he mentioned that we haven't made the pension payment to the State. Mr. Lawrence stated we are doing well in the program.

Mr. Lawrence reported on the Housing Choice Voucher Program (Section 8) financials showing a net income of \$21,000. Mr. Lawrence mentioned the figure doesn't reflect the benefits, audit cost and employee contributions. Mr. Lawrence stated we receive 81 or 82% of Administrative Fees. Mr. Lawrence reported that 125 housing vouchers from ACHA are in Pleasantville. ACHA has to fund PHA with a percentage of the admin fees for the 125 vouchers administered. Both programs are operating in the black.

Mr. Lawrence reported that two of calendar poster winners are from our public housing units. We will plan an award party to congratulate the winners and invited the commissioners to attend.

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

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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 26th day of October, 2016.

Vernon Lawrence, Executive Director