

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

**COMMISSIONERS' MEETING**  
**September 29, 2016**

A regular meeting of the Board of Commissioners of the Pleasantville Housing Authority was held on Thursday, September 29, 2016 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, and Hendricks. Commissioners Mallette and Brooks were excused. Commissioners Kincaid and Santiago called in to the meeting. There was a quorum. Also present were Vernon Lawrence, Executive Director, 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 31, 2016. 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 August, 2016 in the amount of \$ 79,411.24. 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 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 updated the Board on Neighborhood Stabilization Program (NSP) 1. Mr. Lawrence stated all properties are now rented or sold in the program.

Mr. Lawrence reported that he attended the Governor's Conference and spoke to Representatives from Department of Community Affairs (DCA) at the conference. DCA mentioned that they want us to put together an event showing the process we made in the program and invited the New Jersey Governor to the event. Mr. Lawrence stated we will begin to work on such an event.

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.

Mr. Lawrence reported that the 1<sup>st</sup> meeting for non smoking was well received. Residents are looking forward to the change.

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Mr. Lawrence reported on RAD update. Mr. Lawrence stated the closing has been extended and will discuss more in closed session.

**(a) Resolution #2016-26**  
**Awarding the Management Legal Services Contract to Targan & Pender, PC**

After a brief discussion, a motion was made by Commissioner Charles to approve Resolution #2016-26. Commissioner Santiago seconded the motion. Roll call was taken and the motion was carried unanimously.

**(b) Resolution #2016-27**  
**Approving Amendment to the Employee Handbook**

After a brief discussion, a motion was made by Commissioner Charles to approve Resolution #2016-27. Commissioner Santiago seconded the motion. Roll call was taken and the motion was carried unanimously.

**(c) Resolution #2016-28**  
**Executive Session-Personnel Matters, Litigation N.J.S.A. 10:4-12 b. (1), (7)**

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

At 1:35 p.m., a motion was made by Commissioner Kincaid to return to regular session. Commissioner Charles 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 \$186,000. 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 \$15,000. Mr. Lawrence mentioned the figure doesn't reflect the benefits, audit cost and employee contributions. Both programs are operating in the black.

Mr. Lawrence mentioned that the Auditors will be here next Thursday and Friday to conduct our Year End Financial Audit. The Auditors will be at the October meeting to discuss the results of the Audit.

**7. ADJOURNMENT**

There being no further business to discuss, a motion was made by Commissioner Charles, seconded by Commissioner Kincaid 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 29th day of September, 2016.

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Vernon Lawrence, Executive Director