

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

**COMMISSIONERS' MEETING**  
October 17, 2018

A regular meeting of the Board of Commissioners of the Pleasantville Housing Authority was held on Wednesday, October 17, 2018 at the Ralph Peterson Community Center located at 301 Woodland Avenue, Pleasantville, New Jersey.

The meeting was opened at 12:14 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, Santiago, and Hendricks. Commissioner Kincaid was excused. Commissioner Hudson was absent. Also present were Vernon Lawrence, Executive Director, Albertine Palmer, Housing Manager/Executive Assistant, Dave Caracciolo, Operations Manager/Section 8 Coordinator and James Grace, PHA Attorney.

**2. APPROVAL OF MINUTES** A motion was made by Commissioner Santiago, seconded by Commissioner Charles for approval of the minutes of the meeting held on September 26, 2018 with the necessary corrections. Chairman Hendricks pointed out that a correction needs to be made to The minutes that he did not open September meeting, Vice-Chairman Charles did. The minutes will be corrected. 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, 2018 in the amount of \$ 155,633.53. A list and explanation of bills were previously emailed and/or delivered to each commissioner. Commissioner Santiago made a motion to ratify the September bills. Commissioner Charles seconded the motion. Roll call was taken and the motion was carried unanimously.

**4. PUBLIC SESSION** No public was in attendance.

**5. Presentation of the 3/31/2018 Fiscal Year End Audit by Richard Larsen, CPA, Novogradac & Company**

Mr. Larsen explained in detail the report of the Audit of Financial Statements and Supplemental Information Year End March 31, 2018. The Auditor states it is a good report. Mr. Larsen mentioned on page two of the Audit, is the opinion of the Auditor. The Financial Statements referred to above present fairly, in all material respects, the net position of the Authority, as of March 31, 2018 and the changes in its new position and its cash flows for the year then ended in accordance with accounting principles generally accepted in the United States of America. Mr. Larsen also stated "no findings" in the Audit. Mr. Larsen also reported on the PV Community Development Corporation Program in the Financial Statements.

**6. REPORT OF THE SECRETARY**

Chairman Hendricks mentioned that Commissioner Karen Brooks submitted a letter of Resignation from the Board due to her work schedule.

Mr. Lawrence reported on the HUD Update. Mr. Lawrence stated that Annual Contributions Contract (ACC) doesn't affect us now since we are no longer Low Income Public Housing. Mr. Lawrence reported to the Board on the Senior Campus Project. Mr. Lawrence spoke on the pending purchase of 188 North Main Street.

**(a) Resolution #2018-035**  
**Resolution Approving the Audited Financial Statements for the Year Ending March 31, 2018**

After a brief discussion, a motion was made by Commissioner Charles to approve Resolution #2018-035. Commissioner Santiago seconded the motion. Roll call was taken and the motion was carried unanimously.

**(b) Resolution #2018-036**  
**Resolution of the Board of Commissioners Approving the Solicitation and Awarding of a Contract for a Development Consultant and authorizing the Executive Director to execute documents and do all things necessary to effectuate the transaction**

After a brief discussion, a motion was made by Commissioner Mallette to approve Resolution #2018-036. Commissioner Santiago seconded the motion. Roll call was taken and the motion was carried unanimously.

**(c) Resolution #2018-037**  
**Resolution Awarding the Contract for Replacement of Damaged Metal Curtainwall Panels**

After a brief discussion, a motion was made by Commissioner Mallette to approve Resolution #2018-037. Commissioner Santiago seconded the motion. Roll call was taken and the motion was carried unanimously.

**(d) Resolution #2018-038**  
**Executive Session**

At 12:46 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 1:19 p.m., a motion was made by Commissioner Santiago to return to regular session. Commissioner Charles seconded the motion. Roll call was taken and the motion was carried unanimously.

**7. FINANCE**

Mr. Lawrence went over financial reports with the Board. Mr. Lawrence reported that the Rental Assistance Demonstration (RAD) program surplus is showing \$224,684. Mr. Lawrence stated that's not accurate, he mentioned that we haven't made the pension payment yet and some goods and services were received and not paid for yet and we received Admin Fees a month being in the RAD program.

Mr. Lawrence mentioned that the Housing Choice Voucher (HCV) Program surplus is \$8,355. Both Programs are operating in the Black.

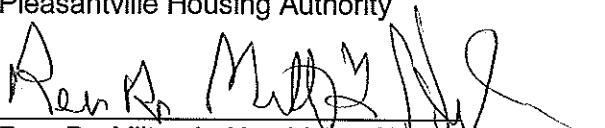
**8. ADJOURNMENT**

There being no further business to discuss, a motion was made by Commissioner Santiago, seconded by Commissioner Hendricks 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 17th day of October, 2018.

  
Vernon Lawrence, Executive Director