

APPROVED MARCH 11, 2010

Minutes of Tax Collection Committee

January 14, 2010

6:00 p.m.

Mifflin County School District Administration Building

Delegates Present:

Sean Daubert- Chairman-MCSD

Harold Johnson- Vice Chairman- Menno

Holli B. Barger- Secretary-Armagh Alt 1

James W. North-Armagh

Teresa King- Brown

Martin Bubb- Burnham

Margaret M Stewart- Derry

Lisa J. Swisher- Granville

Mark DeVecchis- Lewistown

Pamela Liddle- Lewistown Alt 1

Rich Fultz- Decatur

Roland Fagan-McVeytown Borough

R. Dennis Noble- Juniata Terrace

Quorum Present? Yes

Others Present:

W. Keith Booher

Betty Henry

Proceedings:

Meeting Called to order at 6:04 p.m. by Chairperson, Sean Daubert

- Discussed the importance of attendance and noted that some municipalities have not had any representation at the first two meetings. It was decided at this time not to specifically approach those districts. Municipal meetings may be causing conflicts.
- MCSD website now has a tax committee page
- Meeting opened to public comment-NONE
- Minutes from prior meeting reviewed and approved unanimously
- Chairman Daubert introduces solicitor Jeff Snook
- Jeff Snook leads an education session of the committee's duties, powers and legal obligations. Mr. Snook presented to the group a 13 page handout for reference.
 - Must develop appeals board
 - Will probably need a treasurer and a bank account

- Discussion was raised regarding whether or not there should be requests for proposals. Decision was tabled until next meeting
- Appeals board was discussed. There will be fees associated with filing an appeal; they will have to be set by the committee.
- Chairman Daubert asks for a sub-committee to establish bylaws.
 - Chairman Daubert agrees to head sub-committee
 - Teresa King volunteers to help
 - Mark Devecchis volunteers to help
- Chairman Daubert asks the committee to consider Jeffrey Snook for Committee solicitor
 - Margaret Stewart 1st
 - Harold Johnson 2nds
 - Jeff Snook voted as solicitor by unanimous vote
- Chairman Daubert asks the committee to consider Ritchey, Cox, Hollis, Mock & Klein, PC as the Mifflin County Tax Collection Committee auditors
 - Harold Johnson 1sts
 - Jim North 2nds
 - Ritchey, Cox, Hollis, Mock & Klein, PC as the Mifflin County Tax Collection Committee auditors by unanimous vote
- Chairman Daubert asks the committee to consider voting for a Right to Know officer
 - Lisa Swisher volunteers
 - Voted in by unanimous vote

Meeting adjourned by Chairman Daubert

Notable Dates:

Bylaws must be finished by April 15, 2010

Tax Appeal Board must be established by June 1, 2010

Appointment of Tax Collector must be made by September 15, 2010

Must enter into agreement with PA Dept of Revenue for exchange of necessary information by December 1, 2010

Collection to begin by January 1, 2012

**Next meeting to be held February 11, 2010 at the Mifflin County School District
Administration Building**

Minutes taken by Holli Barger

