

APPROVED

Mifflin County Tax Collection Committee (MCTCC)

September 8, 2016 at 5:30 P.M.

Mifflin County School District Administrative Building

DELEGATES PRESENT:

Linda Marks- Armagh Township

Holli Barger, **Secretary**- Armagh Township Alt 1, MCSD Alt 1

Teresa King – Brown Township

Kelly Shutes- Derry Township

Lisa Swisher, **Treasurer**- Granville Township

Doug Kepner- Juniata Terrace Borough

Autumn Fiscus, **Chairman**- Mifflin County School District

Pam Liddle- Lewistown Borough

Sherry L. Miller – Oliver Township

QUORUM PRESENT? Yes

OTHERS PRESENT:

Betty Henry, Miffco Tax Services, Inc.

Debbie LeGuen, Miffco Tax Services, Inc.

W. Keith Booher, Miffco Tax Services, Inc.

Jason Confair, Solicitor

PROCEEDINGS:

Meeting called to order at 5:30 P.M.

MEMBERSHIP:

No changes were made to membership

APPROVAL OF MINUTES:

Teresa King makes a motion to accept the minutes of the August 4, 2016 Mifflin County Tax Collection Committee meeting as submitted. Lisa Swisher seconds the motion. Motion carries unanimously

TREASURER'S REPORT:

Kelly Shutes makes a motion to accept the Treasurer's report as submitted. Pam Liddle seconds the motion. Motion carries unanimously. Cash balance as of August 18, 2016 is \$17,228.84

SOLICITOR'S REPORT:

Discussion of Miffco compliance issues and review of proposed Tax Collection Agreement amendments. Solicitor explains that the goal of the changes are to reflect current practices, ease tensions within the TCC and move forward toward a better arrangement for 2018. The Solicitor noted that it doesn't make sense to aggressively enforce parts of the contract that Miffco is not capable of (and has

never) complied with, particularly in cases where those requirements would yield little to no benefit for the school district and the municipalities. Keith Booher states that he is seeking guidance and clarification on the 15% penalty for delinquent tax payments. The Solicitor recommends that the penalty be capped at 15% and the interest never be capped. Solicitor Confair notes that the key changes brought by the amendment align the amended contract to Miffco's current reporting practices and lower the commission rate from 1.7% to 1.45% through December 31, 2017.

Motion is made by Lisa Swisher to amend the current Tax Collection Agreement effective immediately. Doug Kepner seconds the motion. Motion carries unanimously. Vote is as follows:

Brown: YES	Lewistown: YES
Derry: YES	Juniata Terrace: YES
Granville: YES	Oliver: YES
Mifflin County School District: YES	Armagh: YES

Motion is made by Sherry Miller to approve a new Schedule of Delinquent Tax Collection Costs. The new Schedule will be effective January 1, 2017. Doug Kepner seconds the motion. Motion carries unanimously. Vote is as follows:

Brown: YES	Lewistown: YES
Derry: YES	Juniata Terrace: YES
Granville: YES	Oliver: YES
Mifflin County School District: YES	Armagh: YES

Solicitor distributes EIT and LST regulations for review.

Motion is made by Kelly Shutes to approve a new TCC Penalty and Interest Abatement Policy. Teresa King seconds the motion. Motion carries unanimously. Policy will be effective January 1, 2017. Vote is as follows:

Brown: YES	Lewistown: YES
Derry: YES	Juniata Terrace: YES
Granville: YES	Oliver: YES
Mifflin County School District: YES	Armagh: YES

A discussion of the Miffco unidentified funds policy is tabled

Motion is made by Teresa King to put out an RFP for auditing services. Pam Liddle seconds the motion. Motion carries unanimously.

A discussion of an amendment to the bylaws authorizing tax collector deduction of TCC budget shares is tabled.

Solicitor reminds Committee that the amended Tax Collection Agreement expires December 31, 2017. The TCC will need to work on the new Tax Collection arrangement in 2017. The options for the 2018 agreement include, but may not be limited to, renewing Miffco without RFP, issuing a RFP for tax collection services or creation of a tax bureau using Miffco assets and operations.

PUBLIC COMMENT:

No public comments were made.

ADJOURNMENT:

With no further business before the Committee, Motion to adjourn is made by Lisa Swisher and seconded by Teresa King

The meeting adjourned at 7:37 P.M.