

Minutes of Tax Collection Committee  
December 9, 2010  
6:00 p.m.  
Mifflin County School District Administration Building

***Delegates Present:***

Sean Daubert- Chairman-MCSD	R. Dennis Noble-Juniata Terrace
Holli B. Barger- Secretary-Armagh Alt 1	Pam Liddle, Lewistown Borough, First Alt
Teresa King- Brown Township	Harold Johnson, Menno Twp
Margaret Stewart- Derry Township	Roland Fagan- McVeytown Borough
Lisa Swisher- Granville Township	
Michelle L. Shirey- Union	

***Quorum Present?*** Yes

***Others Present:***

Betty Henry  
Keith Booher  
Debbie LeGuen

***Proceedings:***

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

**PUBLIC COMMENT: NONE**

**REVIEW AND APPROVAL OF MINUTES:**

October minutes approved with correction of Dennis Noble's last name

**DCED MATCHING GRANT:**

Budget revised and revised contract received by TCC. Monies have not yet been released.

**TCC AUDIT/AGREED UPON PROCEDURES REQUIREMENTS:**

Harold Johnson reports to The Committee regarding his research. Mr. Johnson met with William Rehill of Boyer & Ritter Certified Public Accountants and Consultants. By consensus of the professionals consulted, agreed upon procedures would be a satisfactory minimum. The committee does not have to put out bid for an auditor. Johnson cautions the committee that if they use the word "bid" they may have to accept the lowest price which may not be a responsible choice. Mr. Johnson drafted a Request for Proposal. The committee suggested the following changes:

1. TCC reserves the right to make an award within 45 days
2. Any proposal received after the time specified will be returned sealed

Mr. Johnson is expecting the cost of this review approximately \$600-\$800 per year.

**NOTICE TO BE SENT:**

Notice will be sent to all committee members 10 days prior to January meeting to adopt a resolution to amend the bylaws of The Committee. Will be discussed and voted on at January meeting.

**TREASURER'S REPORT:**

Current Balance \$3158.86.

Motion to accept Treasurer's Report made by Teresa King

Harold Johnson makes the second

Motion approved unanimously

**REORGANIZATION:**

January 13<sup>th</sup> will be the annual reorganization meeting. Officer Elections held.

Adjourned 6:52 PM

**Next meeting to be held January 13, 2010 at 6:00 p.m.  
Mifflin County School District Administration Building**

*Minutes taken by Holli Barger*