

APPROVED

Minutes of Tax Collection Committee

July 12, 2012

6:00 p.m.

Mifflin County School District Administration Building

Delegates Present:

Sean Daubert- Chairman-MCSD

Holli B. Barger- Secretary-Armagh Alt 1

Teresa King- Brown Township

Kelly Shutes- Derry Township

Frank Dukes-Juniata Terrace Alt 1

Pamela Liddle- Lewistown Alt 1

Robert T. Long- Lewistown Borough

Roland Fagan- McVeytown Borough

Harold Johnson- Vice Chairman-Menno
Township

Quorum Present? Yes

Others Present:

W. Keith Booher

Proceedings:

Meeting Called to order at 6:00 p.m. by Chairman, Sean Daubert

PUBLIC COMMENT:

No public comment

REVIEW AND APPROVAL OF MINUTES:

Robert Long makes a motion to approve the minutes of the April meeting. Teresa King seconds the motion. Motion is approved unanimously.

SURETY BOND:

Per section 509(D) of Act 32, the surety bond was missing some necessary information. Ron Rupert of Ron Rupert Insurance Agency stated that the company is unwilling to make any further changes to the policy. Solicitor Snook and Keith Booher will keep in regular contact until they are able to get the bond in line with the agreement; including obtaining a quote from Traveler's which is who Centre County TCC is currently using.

INSURANCE COVERAGES UPDATE:

- The certificate of liability insurance issued by Ron Rupert Insurance Agency does not list a General Liability aggregate or an auto liability aggregate, however combined with the \$3,000,000 (three million dollar) umbrella the limits are acceptable.
- The Employee Dishonesty coverage has been raised per the agreement to \$1,000,000 (one million dollars).
- Miffco has obtained \$1,000,000.00 (one million dollars) of Professional Liability Coverage as required by the agreement.
- Miffco has obtained \$1,000,000.00 (one million dollars) of Computer Fraud Coverage. The agreement calls for \$2,000,000.00 (two million dollars)

- MCTCC needs to be listed as an additional insured on Miffco's policy.
- A cancellation clause stating that MCTCC will be notified in the event of lapse or cancellation of the policy is missing. Ron Rupert has submitted a request to include the cancellation clause as requested by the insured and the committee.

Discussions will continue between the insurance agent, Miffco Tax Service, MCTCC and Solicitor Snook.

PURCHASE OF TAX DATA:

Motion to approve the purchase of taxpayer data from Pennsylvania is made by Harold Johnson. Frank Dukes makes the second. Motion approved unanimously.

MCTCC INSURANCE:

- Philadelphia Indemnity policy has arrived to renew Directors and Officers Coverage. Motion is made by Teresa King to pay premium of \$4,724.00 (four thousand seven hundred twenty-four) upon receipt of invoice. Roland Fagan seconds the motion. Motion carries unanimously.
- Ohio Casualty Commercial Business Package. Robert Long makes a motion to approve payment of premium not to exceed \$1,000 (one thousand dollars) upon receipt of invoice. Harold Johnson seconds the motion. Motion is approved unanimously.

TREASURER'S REPORT:

- Current account balance \$4,575.39. Motion to approve treasurer's report made by Roland Fagan. Teresa King seconds the motion. Motion is approved unanimously.
- Motion to collect 50% of 2012 budget from municipalities is made by Harold Johnson. Teresa King seconds the motion. Motion is approved unanimously.

Next meeting set for October 11th at 6:00 PM.

Motion to adjourn made by Frank Dukes

Minutes taken by Holli Barger