

APPROVED

Minutes of Tax Collection Committee

September 9, 2010

6:00 p.m.

Mifflin County School District Administration Building

201 Eighth Street, Highland Park

Lewistown, PA

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
Tom Garver-Burnham
Margaret M Stewart- Derry

Pam Liddle, Lewistown Borough, First
Alt
Robert Long-Lewistown Borough, Alt 2
Roland Fagan-McVeytown Borough
Michelle L. Shirey-Union Township
R. Dennis Noble- Juniata Terrace
Lisa J. Swisher- Granville Township

Quorum Present? Yes

Others Present:

Betty Henry-Miffco
Debbie LeGuen-Miffco
Keith Booher-Miffco

PROCEEDINGS:

Meeting Called to order at 6:02 p.m. by Chairman, Sean Daubert

PUBLIC COMMENT:

None

REVIEW AND APPROVE MINUTES OF AUGUST 12, 2010

James North moved to approve the minutes of the August 12th meeting with changes. Teresa King made the second. Motion carried by unanimous vote.

UPDATE DIRECTORS AND OFFICERS LIABILITY:

Both the Directors and Officers Liability (D&O) and the General Liability policies for the TCC have been received. The MCSD has made payment to the insurance companies on behalf of the TCC. The amount will be reimbursed to MCSD upon billing the localities of the TCC.

UPDATE FROM JEFFREY SNOOK, TCC SOLICITOR:

Resident/Non-Resident Earned income tax- Municipalities will need to update their records to make sure that the tax rates have been updated. Some municipalities may have out dated or unclear information. The rate for the municipality should be 1% and the rate for the school district is currently .35%

Bond Increase- Miffco Tax Service, Inc will carry a bond of \$2,000,000.

RESOLUTIONS:

Harold Johnson makes a motion to approve Miffco Tax Service, Inc as the TCC tax collector. Margaret M. Stewart made the second. Vote is taken by roll call. Motion carries by unanimous vote.

James North makes a motion to approve the September 9, 2010 Draft of the Mifflin County Tax Collection Agreement between the Mifflin County Tax Collection Committee and Miffco Tax Service, Inc. Teresa King made the second. Vote is taken by roll call. Motion carries by unanimous vote.

PLGIT SERVICES:

PLGIT- The Pennsylvania Local Government Investment Trust

Robert Long suggested that the TCC consider PLGIT services. This system allows for seamless transfers of funds between the tax collector and municipalities. It also offers secure investments at competitive rates. The committee discussed pros and cons of the service.

When asked to comment Keith Booher of Miffco Tax Service, Inc said that most checks are deposited within twenty-four hours. Advances are available and have been made in the past to municipalities if there was a need. Mr. Booher stated his intention to comply with any decision of the committee.

TREASURER'S REPORT:

TCC has received \$3548.38 of the Shared Municipal Services Matching Grant in the amount of \$5,000. The TCC will submit a request for \$1,100 from the grant for insurance costs incurred. James North and Chairman Daubert will work together on a budget for 2011. Roland Fagan moves to accept the treasurer's report. Vice Chairman Harold Johnson makes the second. Report accepted by unanimous vote.

Meeting adjourned by Chairman Daubert at 7:12 p.m.

Notable Dates:

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 October 14, 2010 at 6:00 p.m.

**at the Mifflin County School District Administration Building
(meetings held the second Thursday of each month)**

Minutes taken by Holli Barger