

Minutes of Tax Collection Committee
June 9, 2011
6:00 p.m.
Mifflin County School District Administration Building

Delegates Present:

Sean Daubert- Chairman-MCSD	Harold Johnson, Menno Twp
Holli B. Barger- Secretary-Armagh Alt 1	Kerry F. Whitsel- Granville Alt 2
Teresa King- Brown Township	Robert Long- Lewistown Borough
Kelly Shutes- Derry Township	Michelle L. Shirey- Union
Roland Fagan- McVeytown Borough	

Quorum Present? Yes

Others Present:

Keith Booher
Betty Henry
Debbie LeGuen

Proceedings:

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

ACKNOWLEDGEMENTS:

The committee acknowledges the removal of Margaret. M. Stewart as primary voting delegate for Derry Township and the addition of Kelly J. Shutes, as primary voting delegate for Derry Township.

REVIEW AND APPROVAL OF MINUTES:

Robert Long makes a motion to approve the minutes of the April 14, 2011 meeting. Harold Johnson seconds the motion. Motion is approved unanimously.

ORDINANCE #1 OF 2011 DISCUSSION:

Solicitor Snook presents and discusses draft of Ordinance No. 2011-___, the Earned Income and Net Profits Tax Ordinance for use between the Boroughs and Townships and Miffco Tax Service, Inc. Snook says that the committee can expect changes to the laws going forward and amendments will be made to the agreements as needed. The MCTCC will be sending a formal letter to the municipalities, townships and school district relating to the appointment of LST and delinquent tax collector.

RESOLUTION 2011-01:

Resolution is designed to preserve continuity from the current agreement with Miffco Tax Inc. through the new agreement between Miffco Tax Service, Inc. and the Mifflin County Tax Collection Committee. Solicitor Snook reviews the Resolution with the committee. Teresa King makes a motion to approve Resolution 2011-01. Robert Long seconds the motion. Resolution 2011-01 is approved unanimously by roll call vote

Vote by Roll Call:	Teresa King-yes	Kerry Whitsel-yes
Holli Barger-yes	Kelly Shutes-yes	Robert Long-yes

Roland Fagan-yes
Harold Johnson-yes

Sean Daubert-yes
Michelle Shirey-yes

FORMS:

Act 32 requires that the DCED provide tax forms to collectors. At this time forms are not available.

REVIEW OF RECORDS:

The review committee met and recommends that the committee accept the proposal of Ritchey, Cox, Hollis, Mock and Klein. They follow the same guidelines as the other firms considered and had the lowest cost to the committee. Harold Johnson makes a motion to accept the proposal of Ritchey, Cox, Hollis, Mock and Klein. Teresa King seconds the motion. Motion approved unanimously.

MIFFCO COMMENTS:

Mr. Booher informs the committee that general information on the upcoming changes will be going out to employers, self employed taxpayers and tax preparers over the summer.

CHECK SIGNERS:

There was discussion of the number of check signers required at Miffco. Currently there is only one signature required. Committee makes no motion to amend.

TREASURER'S REPORT:

Motion to request funds from the municipalities is made by Harold Johnson. Roland Fagan seconds the motion. Motion is approved unanimously. Bills will be sent to the municipalities requesting one-half of the 2011 budget.

Treasurer's Report available for review. Current Balance \$1,769.82.

Motion to accept Treasurer's Report is made by Michelle Shirey. Harold Johnson makes the second. Motion approved unanimously.

Meeting Adjourned 6:50 PM

Next meeting set for July 14th at 6:00 PM.

Minutes taken by Holli Barger