

APPROVED

Minutes of Tax Collection Committee

March 11, 2010

6:00 p.m.

Mifflin County School District Administration Building

Delegates Present:

Sean Daubert- Chairman-MCSD

Holli B. Barger- Secretary-Armagh Alt 1

Jeffrey Ranck- Bratton

James W. North-Armagh

Teresa King- Brown

Rich Fultz-Decatur

Margaret M Stewart- Derry

Michelle L. Shirey- Union

Lisa J. Swisher- Granville

Mark DeVecchis- Lewistown

Rich Fultz- Decatur

Roland Fagan-McVeytown Borough

R. Dennis Noble- Juniata Terrace

Douglas Kepner-Juniata Terrace, First Alt

Quorum Present? Yes

Others Present:

Debbie LeGuen

Betty Henry

Proceedings:

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

- Meeting opened to public comment-NONE
- Minutes from prior meeting reviewed and approved unanimously
- All committee members must complete statement of financial interest received by mail and return by April meeting. They are due by May 1st.
- Lisa Swisher, Right to Know Officer presents copy of policy and form for approval
 - Unanimously approved with no discussion
- Chairman Daubert asks the committee to vote on a Tax Appeals Board
 - Committee unanimously appoints:
 - Chairman Daubert
 - Michelle Shirey
 - Mark Devecchis
 - Dennis Noble (Alternate)
 - Teresa King (Alternate)
 - Roland Fagan (Alternate)
- Chairman Daubert asks the committee to consider approval of Bylaw draft pending solicitor Jeffrey Snook's review of the following
 - Article I. (2)-revise to say that delegates shall be appointed at annual reorganization meeting
 - That 2/3 of majority weighted vote be considered a quorum
 - Margaret M Stewart 1st

- Teresa King 2nds
 - Committee unanimously approves bylaws as approved by solicitor Jeffrey Snook with no discussion
- Chairman Daubert asks the committee to consider requesting that solicitor Jeffrey Snook develop the Tax Appeal Board procedures, rules and regulations
 - James North 1st
 - Lisa Swisher 2nds
 - Unanimously voted with no discussion
- Chairman Daubert asks the committee to consider resolution 2010-1 which authorized the officers of the Mifflin County Tax Collection Committee to apply for a Shared Municipal Services Matching Grant in the amount of \$5,000.
 - Teresa King 1st
 - Mark DeVecchis 2nds
 - Resolution approved by unanimous vote
- Committee reviewed bill from Knepp and Snook, solicitors. Chairman Daubert notes that bill will be paid by the school district and then the localities will be billed when financial infrastructure is put into place.
- Chairman Daubert asks the committee to consider appointing a treasurer
 - Jim North agrees to accept position
 - Teresa King 1st
 - Approved by unanimous vote with no discussion
- Chairman Daubert asks the committee to consider either issuance of a RFP for the Act 32 tax collector or developing an agreement with the current third party tax collector (MIFFCO)
 - Teresa King makes a motion to work on agreement with MIFFCO
 - James North 2nds
 - Approved by unanimous vote no discussion

Meeting adjourned by Chairman Daubert at 6:58 p.m.

Notable Dates:

Bylaws must be finished by April 15, 2010

Statement of Financial Interest forms due May 1, 2010

Tax Appeal Board must be established by June 1, 2010-established at March meeting

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 April 8, 2010 at 6:00 p.m.
at the Mifflin County School District Administration Building**

Minutes taken by Holli Barger