

Minutes of Tax Collection Committee
June 10, 2010
6:00 p.m.
Mifflin County School District Administration Building

Delegates Present:

Sean Daubert- Chairman-MCSD

Holli B. Barger- Secretary-Armagh Alt 1

James W. North-Armagh

Kerry Whitsel-Granville-Alt 2

Michelle L. Shirey- Union

Douglas Kepner-Juniata Terrace, First Alt

Pam Liddle, Lewistown Borough, First Alt

Mark DeVecchis, Lewistown Borough

Harold Johnson, Menno Twp

Quorum Present? Yes

Others Present:

Betty Henry

Proceedings:

Meeting Called to order at 6:08 p.m. by Chairman, Sean Daubert

- Meeting opened to public comment-NONE
- May 13, 2010 meeting minutes reviewed, Mark DeVecchis makes a motion to approve
 - Doug Kepner seconds
 - Approved by unanimous vote
- The committee formally accepts the resignation of Martin Bubb
 - Motion to accept made by Harold Johnson
 - Jim North seconds
 - Approved by unanimous vote
- Solicitor Jeffrey Snook advises committee; after careful review of the Philadelphia Indemnity policy he raises the following concerns
 - Definition of “Insured” still not clear since it does not specify a Tax Collection Committee
 - Fiduciary Liability provisions didn’t apply specifically to what the Tax Collection Committee does
 - The Tax Exclusion is unclear
 - Taxes and Tax Revenue must be included in definition of loss
 - Policy has no option for defense outside of the coverage limits, therefore the committee will want to increase the limits of the policy
 - A conference call is planned between: Philadelphia Indemnity, Lynn Thompson (Insurance Agent), Solicitor Snook and Chairman Daubert to clarify these issues.
- Solicitor Snook distributes an updated copy of the Appeal Board Procedures, Rules and Regulations
 - There are still questions regarding where the appeal goes in the event of failed mediation

- Solicitor Snook spoke with the Executive Director of Local Government Services and they acknowledged that at this time the guidelines are still under construction.
- Chairman Daubert requests a motion to approve Tax Appeal Board Procedures, Rules and Regulations
 - James North makes a motion
 - Michelle Shirey 2nds
 - Motion approved unanimously
- Chairman Daubert reviews the Petition for Administrative Appeal with the committee
 - Harold Johnson makes a motion to approve
 - Douglas Kepner 2nds
 - Committee approves by unanimous vote.
- Sub-Committee of Sean Daubert, Harold Johnson, Solicitor Snook and Robert Long met to review the Tax Collection Agreement
 - Another meeting is planned
- DCED Contract came back approved and bills will be submitted to localities for reimbursement with a letter of explanation
 - Budget will be updated now that we have a better idea of how much the committee is going to cost to run and submitted to each localities

Meeting adjourned by Chairman Daubert at 6:26 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 July 8, 2010 at 6:00 p.m.
at the Mifflin County School District Administration Building**

Minutes taken by Holli Barger