

**BUCKS COUNTY TAX COLLECTION COMMITTEE  
MEETING MINUTES  
November 29, 2012**

Warwick Township  
1733 Township Greene  
Jamison, PA 18929

CALL TO ORDER

Robert Pellegrino, Northampton Township, Vice Chairman convened the meeting of the Bucks County Tax Collection (TCC) at 4:10 PM and led the Committee in the Pledge of Allegiance to the flag.

ROLL CALL

Eileen Bradley, New Britain Township, Treasurer called the membership roll. There was a quorum to conduct the Committee business.

PUBLIC COMMENT (None)

APPROVAL OF MINUTES

A motion was made and seconded to approve the August 30, 2012 minutes. On vote, the motion carried unanimously.

TREASURER REPORT

***Ratify Paid Invoices***

Ms. Bradley reviewed the expenditures for the period totaling \$17,490.86 with the YTD expenditures totaling \$20,826.51. On vote, the motion carried unanimously. Ms. Bradley stated there is \$13,173.49 remaining in the account.

***Budget Update***

Ms. Bradley reviewed the proposed 2013 budget, stating she believes \$50,000 in revenue for the account is sufficient. On vote, the motion carried unanimously. She noted that 2013 assessment can be deducted from Keystone's remittance to each member with the Executive Committee recommending this to the members. On vote, the motion carried unanimously.

SOLICITOR'S REPORT

***Update on Litigation Regarding Philadelphia "Super Credit"***

Solicitor Geoff Beauchamp provided an update regarding the Philadelphia "Super Credit" litigation, noting that a petition is before the Commonwealth Court with the motions completed and DCED filing a response. He noted that the Pennsylvania Institute of Certified Public Accountants (PICPA) had filed an amicus brief. Mr. Beauchamp stated that he expects an expedited decision to be made and published within the next 60 days. He explained the additional legal fees associated the case.

#### OLD BUSINESS

Joe Lazzaro, Esq. of Keystone Collections Group introduced Chris Vincent, Esq. to the group, stating that Mr. Vincent will be responsible for handling enforcement at the employer level. He noted that there has been \$103 million in revenue collected and disbursed, which is on target. He addressed the need for the Committee members to make sure their municipalities had notified their previous collector that Keystone would now be collecting the delinquent EITs. He spoke about the outcome of the SSAE-16 audit of Keystone's internal controls, noting that it came out better than they expected and stating that outside auditors are able to rely on the internal controls in place. He explained that some of the issues in lagging Local Services Tax (LST) revenue is due in part to compliance requirements not being the same for LST as EIT. He stated earned income tax collectors are required to distribute within 30 days of receipt and companies with multiple offices in various locations throughout the state can choose to report to one County. This is not permitted for LST, but some employers are erroneously doing it. Mr. Lazzaro noted that the final return forms are being printed with DCED making many changes. He also distributed a draft of Frequently Asked Questions (FAQs) for taxpayers which can be placed on municipal and school district websites once it is finalized.

#### NEW BUSINESS

Mr. Gallagher presented the proposed 2013 meeting schedule, noting that Warwick Township had offered the public meeting room. On vote, the motion passed unanimously.

It was noted that the website development and maintenance could be handled by an employee of Warwick Township, who recently successfully updated the Bucks County Consortium website. Consensus of the committee was to proceed with this.

#### PUBLIC COMMENT (None)

There being no further business, Chairman Gallagher adjourned the meeting at approximately 4:55 PM.

Respectfully Submitted,

  
Carolyn McCreary, Secretary