

BUCKS COUNTY TAX COLLECTION COMMITTEE MEETING MINUTES

February 28, 2012

Warwick Township
1733 Township Greene
Jamison, PA 18929

CALL TO ORDER

Michael Gallagher, Newtown Township, Chairman convened the meeting of the Bucks County Tax Collection Committee (TCC) at 7:00 PM and led the committee in the Pledge of Allegiance to the flag.

ROLL CALL

Stephanie Teoli, Upper Makefield Township, Secretary called the membership roll. There was a quorum present to conduct business.

2012 REORGANIZATION

Election of Chairperson

Chairman Gallagher noted that the bylaws require the Committee to reorganize annually. He then asked for nominations for the position of Chairman.

A motion was made and seconded to elect Michael Gallagher, Newtown Township as Chairman of the Bucks County TCC. There were no other nominations for the position. On vote, the motion carried unanimously.

Election of Vice-Chairman

Chairman Gallagher asked for nominations for the position of Vice-Chairman. A motion was made and seconded to elect Robert M. Pellegrino, Northampton Township as Vice-Chairman of the Bucks County TCC. There were no other nominations for the position. On vote, the motion carried unanimously.

Election of Secretary

Chairman Gallagher asked for nominations for the position of Secretary. A motion was made and seconded to elect Stephanie Teoli, Upper Makefield Township as Secretary of the Bucks County TCC. There were no other nominations for the position. On vote, the motion carried unanimously.

Election of Treasurer

Chairman Gallagher asked for nominations for the position of Treasurer. A motion was made and seconded to elect Eileen Bradley, New Britain Township as Treasurer of the Bucks County TCC. There were no other nominations for the position. On vote, the motion carried unanimously.

Election of Management Committee Members

Chairman Gallagher asked the delegates for nominations for Management Committee. A motion was made and seconded to elect the following members to the Management Committee to serve with the TCC Officers:

Carolyn McCreary, Plumstead Township
Rob Reinhart, Council Rock School District
Matthew Melanson, Ivyland Borough
Chester Pogonowski, Wrightstown Township
Susan Snyder, Sellersville Borough

There were no other nominations for the position. On vote, the motion carried unanimously.

Election of Tax Appeals Board Members

Chairman Gallagher asked for nominates for members to the Tax Appeals Board. A motion was made and seconded to elect the following members to the Tax Appeals Board:

David Matyas, Central Bucks School District
Nick Forte, Tinicum Township
Lorraine Leslie, Hilltown Township
Patricia Roeder, Milford Township (Alternate)
Barry Luber, Warrington Township (Alternate)

There were no other nominations for the position. On vote, the motion carried unanimously.

Appointment of Solicitor

Chairman Gallagher indicated that Geoffrey Beauchamp, Esquire was willing to serve again as TCC Solicitor for 2012. A motion was made and seconded to appoint Geoffrey Beauchamp as TCC Solicitor. On vote, the motion carried unanimously.

Appointment of Auditor

Chairman Gallagher indicated that the management committee was happy with the work conducted by Bee, Bergvall & Company. A motion was made and seconded to appoint Bee, Bergvall & Company as TCC Auditor to conduct an audit of TCC financial records. On vote, the motion carried unanimously.

Appointment of Insurance Broker

Chairman Gallagher indicated that the TCC is currently insured through Penn Prime, a service provider who is part of the Pennsylvania League of Cities and Municipalities, and the Officers were recommending a renewal of the current policy. A motion was made and seconded to appoint Penn Prime as TCC Insurance Broker. On vote, the motion carried unanimously.

Appointment of Depository

Chairman Gallagher indicated that TD Bank is the current depository for TCC funds and the Officers were recommending TD Bank be reappointed as depository for 2012. A motion was made and seconded to appoint TD Bank as TCC Depository for 2012. On vote, the motion carried unanimously.

2012 Meeting Schedule

After some discussion among TCC Delegates, a motion was made and seconded to establish the following meeting dates for the TCC: May 29, 2012, August 30, 2012, November 29, 2012, and January 29, 2013 for reorganization. Meeting time will be 4:00 p.m. The motion carried unanimously.

PUBLIC COMMENT

Chairman Gallagher called for Public Comment. There was no public comment.

APPROVAL OF MINUTES

A motion was made and seconded to approve the meeting minutes for August 30, 2011, and November 30, 2011. The motion carried unanimously.

TREASURER'S REPORT

Ratify Paid Invoices

Eileen Bradley, TCC Treasurer, New Britain Township, presented invoices for ratification for \$6,102.74. On motion made and seconded, the invoices were unanimously approved for payment.

SSAE16 Audit Report

Eileen Bradley led discussion on the SSAE 16 Audit Report to be conducted by McGladrey and Pullen, LLP., with an estimated cost of \$55,000.00. The Audit would be conducted on the service organizational controls of Keystone Collections Group. The cost of the Audit would be split between eleven TCC's throughout the Commonwealth, with Bucks TCC cost being approximately \$5,000.00.

SOLICITOR'S REPORT

Solicitor Geoff Beauchamp introduced the Philadelphia "Super Credit" issue, explaining the tax credit methodology of utilizing the "Super Credit" versus the apportionment method. He further explained that each TCC will have to adopt one methodology. To date, six of seven suburban Philadelphia County TCCs have adopted the apportionment method.

Solicitor Beauchamp noted that a coalition of suburban Philadelphia TCCs has come together and is working to obtain some type of legal clarity from the courts regarding this issue.

Upon motion and second, the TCC adjourned into Executive Session to discuss a matter of potential litigation.

When the meeting reconvened, a motion was made and seconded to adopt the apportionment methodology and to delegate authority to the Management Committee to join the coalition of suburban TCCs. Motion carried.

A motion was made and seconded to appoint Eileen Bradley as the Delegate to the Tax Credit Coalition. Motion carried.

OLD BUSINESS

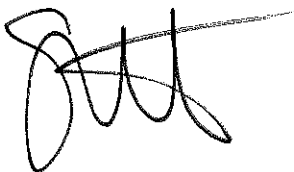
Discussion of Old Business was deferred because of time constraints.

NEW BUSINESS

There being no further business, Chairman Gallagher adjourned the meeting at approximately 8:35 PM.

Respectfully Submitted,

Stephanie Teoli, Secretary

A handwritten signature in black ink, appearing to be 'Stephanie Teoli', written in a cursive style.