

**BUCKS COUNTY TAX COLLECTION COMMITTEE  
MEETING MINUTES  
March 4, 2015**

Warwick Township  
1733 Township Greene  
Jamison, PA 18929

**CALL TO ORDER**

Robert Pellegrino, Northampton Township, Chairman convened the meeting of the Bucks County Tax Collection (TCC) at 4:05 PM and led the Committee in the Pledge of Allegiance to the flag. This meeting replaced the meeting scheduled for January 27, 2015 which was cancelled due to inclement weather.

**ROLL CALL**

Carolyn McCreary, Plumstead Township, Secretary called the membership roll. There was a quorum to conduct the Committee business.

**REORGANIZATION**

Nominations were sought for the Officers of the Committee. With none being received a vote was made and seconded to reappoint the current Officers, Management Committee, and Tax Appeals Board. The motion carried unanimously.

**Officers**

Robert Pellegrino, Northampton Township – Chairman  
Stephanie Teoli Kuhls, Middletown Township– Vice Chair  
Carolyn McCreary, Plumstead Township – Secretary  
Eileen Bradley, New Britain Township – Treasurer

**Management Committee**

Chester Pogonowski, Wrightstown Township  
Stephanie Mason, Doylestown Township  
Robert Reinhart, Council Rock School District  
Ann Alker, Upper Southampton Township  
Caroline Brinker, Doylestown Borough

**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)

Motion was made and seconded to appoint Geoffrey Beauchamp, Esq. as the TCC Solicitor. On vote, the motion carried unanimously.

Motion was made and seconded to appoint Bee Bergvall & Co. as the auditor for the TCC. On vote, the motion carried unanimously.

Motion was made and seconded to appoint Penn Prime as the TCC Insurance Broker. On vote, the motion carried unanimously.

Motion was made and seconded to appoint First Saving Bank of Perkasio as the TCC depository. On vote, the motion carried unanimously with Ms. Bradley noting that the bank is being merged with First Federal in the near future at which time the delegates will reevaluate based on Ms. Bradley's recommendations.

Meeting dates for 2015 were reviewed with the delegates, having been previously approved at the 11/25/14 meeting. Meetings dates are as follows:

Thursday, May 28, 2015

Monday, August 31, 2015

Monday, November 30, 2015

Thursday, January 28, 2016 (Reorganization Meeting)

PUBLIC COMMENT (None)

APPROVAL OF MINUTES

A motion was made and seconded to approve the November 25, 2014 minutes. On vote, the motion carried unanimously.

TREASURER REPORT

***Ratify Paid Invoices***

Ms. Bradley reviewed the expenditures for the period totaling \$322.42. A motion was made and seconded to ratify the expenditure. On vote, the motion carried unanimously.

Ms. Bradley reminded the members that the assessment of \$15,000 will be coming out of each member's May distribution.

SOLICITOR'S REPORT

Mr. Beauchamp informed the delegates that the Montgomery County TCC is engaging an administrative firm to perform secretarial and treasurer functions at a cost of about \$15,000.

He also advised the Committee that a representative of Berkheimer Associates had requested details about the Bucks TCC delegates, including contact information and their positions in their respective municipalities or school districts. Mr. Beauchamp noted that the request was not made under the Right to Know Law and was not responded to.

OLD BUSINESS (None)

NEW BUSINESS

Tom Kratzenberg of Keystone Collections Group updated the members on the collection of the EIT revenue delinquent tax collections. He noted that approximately \$22 million had been collected in February for Bucks County, and this is in line with a strong mid-quarter month. He also noted a substantial increase in online e-filers. Mr. Kratzenberg distributed a media release to the members, which reminds taxpayers of the April 15 filing deadline. He also distributed a notice of a dedicated helpline for taxpayers, and encouraged the delegates to direct calls to this number instead of trying to assist taxpayers. A document with Frequently Asked Questions (FAQs) was distributed to the delegates with Mr. Kratzenberg noting that it has been updated based on taxpayer questions in the filing process. He also distributed a notice requesting municipalities to provide exact addresses for new construction so that Keystone can contact the new residents/taxpayers and get them on the tax rolls.

Mr. Kratzenberg stated that Keystone had collected just over \$14 million in delinquents for Bucks County and the next round of notices will go out next month. The notice will be a request for more information because of discrepancies in the state and local tax filings.

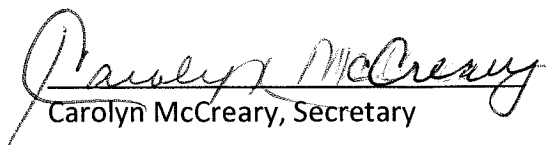
Mr. Pellegrino broached the subject of allowing proxy voting, noting that it is allowed in Montgomery County's TCC. Concerns were expressed that with proxy voting delegates would not be present to hear updates on collections, ask questions and participate in discussions on matters affecting the TCC and its members. It was suggested that letters be sent to municipalities and school districts who do not have a delate in attendance on a regular basis.

Darrell Card, delegate for Chalfont Borough, asked if the TCC members could notify the TCC when they change their earned income tax rate so all members could be aware of it for payroll purposes.

PUBLIC COMMENT (None)

There being no further business, Chairman Pellegrino adjourned the meeting at approximately 4:50 PM.

Respectfully Submitted,

  
Carolyn McCreary, Secretary