

**BUCKS COUNTY TAX COLLECTION COMMITTEE  
MEETING MINUTES  
May 30, 2017**

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 4:10 PM and led the Committee in the Pledge of Allegiance to the flag.

**ROLL CALL**

Carolyn McCreary, Plumstead Township, Secretary 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 January 31, 2017 minutes. On vote, the motion carried unanimously.

**TREASURER REPORT**

Ms. Bradley reviewed the Treasurer's report noting the fund balance is currently \$41,691.59 and there were no expenditures for the month.

She advised the members that the annual audit was completed with no findings and no errors. She advised that the audit will be posted to the TCC website.

Ms. Bradley informed the members that the 2018 proposed budget will be presented at the next meeting, which is scheduled for August 31, and the weighted vote certificates will be distributed on or about July 1.

**SOLICITOR'S REPORT**

Geoffrey Beauchamp, Esq. advised the members that there is a conference call scheduled for Wednesday, May 31 for the members of the joint Bucks/Montco TCC Subcommittee to discuss a number of issues relating to Act 172 that arose from the recent joint meeting held in April. Some of the issues relate to firefighters working in one community and serving there, while

residing in another, as well as tax credit eligibility standards which were not included in the model ordinance.

OLD BUSINESS

NEW BUSINESS

Joe Lazzaro, Esq. of Keystone Collections Group provided an update on Act 172 with a presentation to the members. He stated that if an earned income tax credit is approved by a municipality that credit would be claimed on the final return, and would not impact the employers are withholding EIT as part of their payroll process. He reminded the members that the rationale for Act 172 was to retain current volunteers and provide an incentive for new ones. He stated that the State Fire Marshal will be providing recommendations for qualification standards. Mr. Lazzaro explained that Keystone will note eligible filers in their records provided they received notice of the eligible firefighters by December 31 from the municipality. He noted that he they will also need a copy of each adopted ordinance.

Mr. Lazzaro spoke to the members about an issue that comes up concerning some members thinking that their collections do not appear to reflect his reports on the trends Keystone is seeing in reported revenue and EIT. He stated that the issue is with ACH timing, as Keystone cannot distribute what it has not received. He explained that monthly distributions appear to fluctuate due to timing of receipts from other collectors, not employers or payroll companies. He presented charts which illustrated the variances due to timing, as well as EIT collections by tax year. Mr. Lazzaro reminded the members that collection reports are available by quarter and year on KeyTRAC.

Mr. Lazzaro provided an update on the collection numbers, advising they are up \$2.6 million (4.74%) from the prior year. Delinquent collections are at \$2.85 million based on identifying filers using the PA Department of Revenue reports. He reported that 98.5% of all 2016 final tax returns had been processed as of May 15 with most refunds being received by the eighth day due to electronic deposits into taxpayers' accounts. He indicated that the state average is 60 days.

PUBLIC COMMENT (None)

There being no further business, Chairman Pellegrino adjourned the meeting at approximately 5:10 PM.

The next meeting of the Committee is Tuesday, August 30, 2016.

Respectfully Submitted,

  
Carolyn McCreary, Secretary