

**BUCKS COUNTY TAX COLLECTION COMMITTEE
MEETING MINUTES
August 28, 2014**

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 4:05 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 May 29, 2014 minutes. On vote, the motion carried unanimously.

TREASURER REPORT

Ratify Paid Invoices

Ms. McCreary reviewed the Treasurer's Report in Ms. Bradley's absence, noting that there were no expenditures for the period.

SOLICITOR'S REPORT

Mr. Beauchamp had no report.

OLD BUSINESS

Representatives of Keystone Collections updated the members on the current year collections, stating it is \$1.8 million ahead of last year. They also spoke about their continuing efforts to collect delinquent earned income tax revenue, advising that they had just received the 2012 state tape with additional letters going out to taxpayers. It was noted that 90% of the tax returns are processed automatically with no human intervention. However, if there is a problem with the return or accompanying documents then the processing takes longer.

Mark Hansen, a resident of Upper Makefield Township inquired about the delay in his refund of earned income tax.

New Britain Borough's delegate inquired about not receiving a weekly collections check for one week in August, and asked about the Montgomery County TCC's decision to renew their contract with Berkheimer.

NEW BUSINESS

Ms. McCreary reviewed the details of the proposed 2015 budget and advised the members that based on the projected fund balance of \$40,000 the Treasurer was recommending an annual allocation of \$15,000. She reminded the members that the SOC-1 audits would now be paid by Keystone as part of the recently negotiated contract renewal and other costs were projected to remain the same as the current year. She noted that a spreadsheet showing the allocation for each community and school district was available as a handout. Mr. Pellegrino stated that the Committee is to be commended for performing the necessary administrative work on a small budget, noting that some TCCs had paid staff to administer their administrative duties under Act 32.

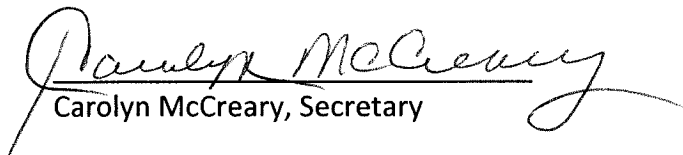
A motion was made and seconded to approve the proposed 2015 budget with the \$15,000 allocation. On vote, the motion carried unanimously.

PUBLIC COMMENT (None)

There being no further business, Chairman Pellegrino adjourned the meeting at approximately 4:30 PM.

The next meeting of the Committee is Tuesday, November 25, 2014 at 4:00 PM.

Respectfully Submitted,


Carolyn McCreary, Secretary