

**BUCKS COUNTY TAX COLLECTION COMMITTEE  
MEETING MINUTES  
January 28, 2020**

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 4:15 PM and led the Committee in the Pledge of Allegiance to the flag.

**ROLL CALL**

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

**2020 REORGANIZATION**

Stephanie Mason, Doylestown Township, of the nominations committee made a recommendation to re-elect all incumbents for 2020 and to separately vote for the vacant secretary position. Stephanie Mason made the motion and Caroline Brinker, Doylestown Borough, seconded the motion. On vote, the motion carried unanimously.

Stephanie Mason, Doylestown Township, of the nominations committee made a recommendation to elect Becki Wilhelm, Warwick Township, to the secretary position. Stephanie Mason made the motion and Caroline Brinker, Doylestown Borough, seconded the motion. On vote, the motion carried unanimously.

On the tax appeals board, David Matyas is no longer an employee of Central Bucks School District. There was a nomination of Bill Stone, Council Rock School District. Motion was made and seconded to elect Mr. Stone to the tax appeals board. On vote, the motion carried unanimously.

The 2020 meeting dates were confirmed as January 28<sup>th</sup>, April 30<sup>th</sup>, August 31<sup>st</sup>, and November 30<sup>th</sup>, 2020. The first meeting in 2021 will be held on January 26th at 4pm in Warwick Township.

**PUBLIC COMMENT (None)**

## APPROVAL OF MINUTES

A motion was made by Stephanie Mason, Doylestown Township, and seconded by Caroline Brinker, Doylestown Borough, to approve the November 26, 2019 minutes. On vote, the motion carried unanimously.

## TREASURER REPORT

Ms. Bradley reviewed the Treasurer's report noting the fund balance is currently \$53,354.01 and the lone expenditure for the month was for the insurance invoice to PennPRIME in the amount of \$3,922.00.

She advised the members that the annual audit is scheduled for February 13<sup>th</sup> and will be conducted by Bee, Bergvall, and Company.

## SOLICITOR'S REPORT (None)

## OLD BUSINESS

There was a discussion on the floor about automatic payments of the collection commissions. According to the Joe Lazzaro, Esq. of Keystone Collections Group there are still nine municipalities in Bucks County that mail a check monthly to pay commissions. Keystone has requested that all municipalities handle this payment electronically for ease of closing the fiscal year and audit. This discussion will continue next meeting.

## NEW BUSINESS

Joe Lazzaro, Esq. of Keystone Collections Group stated collections are on track and projected to increase 4% over last year. In 2018, \$198,954,000 was collected and in 2019, \$206,371,000 was collected. Since it takes up to two years for the Department of Revenue to report income, Keystone was able to collect an additional \$7.9 million from last year's delinquents and over \$13 million from delinquents that were over two year's old. Act 32 has assisted in collecting delinquents from payrolls.

Keystone mailed 7,000 employer packets between December 10<sup>th</sup> and 12<sup>th</sup> along with 260,000 forms to individual taxpayers. Approximately 40% of individuals use e-file and up to 99% of businesses are electronically filing now. The website now accepts Apple Pay and Google Pay for e-filers. Keystone has an application in to the IRS to add electronic filing to the Turbo Tax software.

Keystone's SAP report was issued in July and sent to members electronically on October 11, 2019. The official printed copy was turned over to the Committee tonight.

PUBLIC COMMENT (None)

There being no further business, Chairman Pellegrino adjourned the meeting at approximately 4:45 p.m.

The next meeting of the Committee will be on Thursday, April 30, 2020.

Respectfully Submitted,

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Becki Wilhelm, Secretary