

Minutes of the Schuylkill Tax Collection Committee Meeting December 16, 2014

The Schuylkill Tax Collection Committee (STCC) held a meeting on Tuesday, December 16, 2014, in Courtroom 1 of the Schuylkill County Courthouse, 401 North Second Street, Pottsville, PA 17901.

Larry Padora, Chairman, called the meeting to order at 6:04 p.m., followed by the Pledge of Allegiance to the Flag. It was verified that a quorum was present.

Officers Present: Larry Padora (Chairman), Leo Schwartz (Vice-Chairman), Gail Stehr (Secretary), Kim Umphrey (Treasurer)

Others Present: Paul Datte (Solicitor), Patti McNamara (Berkheimer), Ashley Levine (Berkheimer), Lisa Younger (Berkheimer)

Members Present:

Blue Mountain SD	Auburn Boro	Cressona Boro	Deer Lake Boro
East Brunswick Twp.	New Ringgold Boro	North Manheim Twp.	Orwigsburg Boro
Wayne Twp.	West Brunswick Twp.	Mahanoy Area SD	Minersville Area SD
Branch Twp.	Cass Twp.	North Schuylkill SD	Conyngham Twp.
Ringtown Boro	Pine Grove Area SD	Washington Twp.	Pottsville Area SD
Mechanicsville Boro	Mt. Carbon Boro	Norwegian Twp.	Pottsville City
Blythe Twp.	New Castle Twp.	St. Clair Boro	Schuylkill Haven Area SD
Schuylkill Haven Boro	South Manheim Twp.	Shenandoah Boro	Schuylkill Twp.
West Penn Twp.	Tri-Valley SD	Hegins Twp.	Upper Mahantongo Twp.

Members Absent:

Delano Twp.	Gilberton Boro	Mahanoy City Boro	Mahanoy Twp.
Rush Twp.	Ryan Twp.	Foster Twp.	Minersville Boro
Reilly Twp.	Ashland Boro	Butler Twp.	Frackville Boro
Girardville Boro	Gordon Boro	Union Twp.	Frailey Twp.
Pine Grove Boro	Pine Grove Twp.	Tremont Boro	Tremont Twp.
Palo Alto Boro	Port Carbon Boro	Saint Clair Area SD	East Norwegian Twp.
Middleport Boro	New Philadelphia Boro	Landingville Boro	Port Clinton Boro
Shenandoah Valley SD	West Mahanoy Twp.	Tamaqua Area SD	Rush Twp.
Tamaqua Boro	Walker Twp.	Barry Twp.	Eldred Twp.
Hubley Twp.			

I. Delegate/Public Comment on Agenda Items – None

II. Treasurer's Report

Kim Umphrey (Schuylkill Haven Area SD) reviewed the Treasurer's Report dated December 16, 2014, showing an ending balance of \$145,058.58. There was no change other than interest.

Linda Tarlecki (Conyngham Twp.) made the motion, which was seconded by Julian Milewski (Ringtown Boro) to approve the Treasurer's Report dated December 16, 2014. Motion passed unanimously. (Copy of report on file.)

III. Old Business

A. Berkheimer Update

Patti McNamara (Berkheimer) introduced Ashley Levine (sales rep for this area) and Lisa Younger (marketing person). Ashley has been working with Jim Bush since he will be gradually retiring and she will be coming around to see the people. Ms. McNamara noted there is a "Did You Know?" segment on the dashboard. Berkheimer is still monitoring to see where everyone should be. The Schuylkill TCC is in good shape and things are going well. Berkheimer will be sending out information regarding the technology. She noted she would also leave some literature regarding Berkheimer Tax Technology. Ms. McNamara feels the TCC and Berkheimer are communicating together.

IV. New Business

A. Approval of Extended Contract with Berkheimer

Larry Padora (New Ringgold Boro) stated that Berkheimer has decided not to raise their rates and they are offering a three or five year contract. He feels it would be best to sign a five year contract with the rates the same. There will still be a 120 day clause, so it does not make a difference of which contract to sign. Julian Milewski and Solicitor Datte both agreed they feel it would be better to go with the five year contract.

Mike Lonergan (Orwigsburg Boro) made the motion, which was seconded by Julian Milewski, to approve the five year contract with Berkheimer, which passed unanimously.

However, due to it later being noted there was not a majority of the delegates present since this was a major decision being voted upon, the vote did not pass.

B. Temporary Chairperson

Julian Milewski made the motion to appoint Solicitor Datte as the temporary chairperson. Linda Tarlecki seconded the motion which passed unanimously. Solicitor Datte presided over the meeting.

C. Appointments for 2015

1. Schuylkill TCC Officers

Linda Tarlecki made the motion to maintain the same officers from the previous year. Julian Milewski seconded the motion. Julian Milewski made the motion to close the nominations which was seconded by Linda Tarlecki. The motion passed unanimously to retain the officers as follows.

Chairperson – Larry Padora

Vice-Chairperson – Leo Schwartz

Secretary – Gail Stehr
Treasurer – Kimberly Umphrey

Assistant Secretary – Laine Mack

Larry Padora presided over the meeting.

2. Tax Appeal Board

Mike Lonergan, who was on the Tax Appeal Board, will no longer be a delegate in 2015. Julian Milewski stated he would nominate himself to be on the Tax Appeal Board, which was seconded by Leo Schwartz (Pottsville City). Linda Tarlecki made the motion to close the nominations for a new member of the Tax Appeal Board and to maintain the other members. The motion was unanimously approved. The members of the Tax Appeal are as follows:

Julian Milewski, Wendell Gainer, Laine Mack, Sol. Datte

3. Solicitor

Linda Tarlecki made the motion, which was seconded by Julian Milewski, to appoint Solicitor Paul Datte of the firm Cerullo, Datte & Burke, P.C. as the solicitor for 2015 at his current rate. Motion passed unanimously.

4. Auditor

Linda Tarlecki made the motion, which was seconded by Julian Milewski, to appoint Jones & Co. as the auditor for 2015 at their current rate. Motion passed unanimously.

5. Insurance

The insurance is Philadelphia Insurance Companies, which is handled by Higgins Insurance. The bond is through National Penn Insurance.

Judy Bubeck (Cressona Boro) made the motion to keep the insurance coverage the same for 2015. Charles Hosler (Schuylkill Twp.) seconded the motion which passed by a unanimous vote.

6. Bank

Linda Tarlecki made the motion, which was seconded by Julian Milewski, to continue banking with M & T Bank. The motion passed unanimously.

D. Informational Items

- Invoices paid to Atty. Datte and Gail Stehr will be listed on the next Treasurer's Report.
- The September 2014 Minutes will be approved at the March 2015 meeting.

E. 2015 Budget

After discussion, there were some changes made to the 2015 budget, with expenditures totaling \$11,800. Linda Tarlecki made the motion, which was seconded by Judy Bubeck, to approve the following 2015 Budget. The motion passed unanimously.

Legal Fees	\$ 5,000
Audit Fees	\$ 1,000
Supplies/Postage	\$ 500
Advertising	\$ 300
Insurance Costs	\$ 3,500
Contingency Costs	\$ 1,500
Total Expenditures	\$11,800

F. Audit Ending December 31, 2013

Kim Umphrey noted that on Page 7 of the audit for December 31, 2013, it was listed that \$100,000 of the settlement claim would be refunded to the municipalities. However, the TCC later decided to keep the total \$140,000 of the settlement claim in its bank accounts.

Noting the change in the December 31, 2013 audit, Linda Tarlecki made the motion to approve the audit, which was seconded by Julian Milewski. Motion passed unanimously. (Copy of audit on file.)

G. Jones & Co. Invoice for 2013 Audit

Linda Tarlecki made the motion to approve the invoice from Jones & Co. for the 2013 audit in the amount of \$750.00. Julian Milewski seconded the motion which passed unanimously.

H. 2015 Meeting Dates

Linda Tarlecki made the motion, which was seconded by Mike Lonergan, to approve the following 2015 meeting dates. The motion passed unanimously.

March 24, June 23, September 22, December 15

V. Delegate Public Comment – None

VI. Next Meeting – March 24, 2015, at 6:00 p.m.

VII. Adjournment

On a motion by Judy Bubeck and seconded by Linda Tarlecki, the meeting adjourned at 6:24 p.m. Motion passed unanimously.

