

Mercer County Tax Collection Committee Finance Committee Meeting

Minutes
January 7, 2010

The Finance Committee meeting of the Mercer County Tax Collection Committee was held at the Sharon City School District Administration Building, 215 Forker Blvd., Sharon, PA 16146, at 9:00 a.m. on January 7, 2010.

Roll Call

The following members were present: Valarie Phillips, Grove City Area School District; James Berger, New Vernon Township; Jaime Roberts, Sharpville Area School District; Bill Walters, Pine Township; Dan Micsky, Delaware Township; Roberta McClelland, Sandy Lake Township; Tresa Templeton, Sharon City School District; Jami Kirila, City of Hermitage; Diane Thut, City of Sharon; and Tom Lavorini, City of Sharon.

APPROVAL OF MINUTES

Minutes from the previous Finance Committee meeting were presented and approved.

FINANCE REPORT

James Berger informed the committee that we have received \$4,200.00 to date. TCC Chairman Dan Micsky volunteered to contact those who have not paid. No disbursements have been made. Mr. Berger will contact Kim Buchanan for The Herald invoice.

TCC MEETING DATES

It was announced that the next three TCC meetings will be held at Grove City School District, Lakeview School District, and Commodore Perry School District respectively on the third Wednesday of the month at 7:30 p.m.

SALES TAX EXEMPTION UPDATE

Jim Berger reviewed a letter from the Department of Revenue requesting additional information. Suggestions were made to respond to each item.

FUTURE MEETING DATES

It was confirmed that the even month's meetings of the Finance Committee will be held at the Mercer County Courthouse, Mercer PA the first Thursday at 6:00 p.m. Tresa Templeton will confirm the dates for the Courthouse for the 1st Thursday of each even month.

ADMINISTRATIVE COMMITTEE UPDATE

Dan Micsky informed the Finance Committee that the Administrative Committee has advertised for a Solicitor and plans to interview potential candidates prior to the next TCC Meeting. Mr. Micsky also announced that the administrative committee has obtained a quote for Errors and Omissions Insurance of \$1,399.42. Mr. Micsky later clarified that the Administrative Committee obtained a quote for liability insurance stating that the need for Errors and Omissions coverage would come about later in the process.

Mr. Micsky informed the committee that DCED has issued an opinion that since no decisions are made at the committee meetings, that they are not required to be advertised. DCED has since requested a legal opinion for confirmation.

BONDING

It was determined that all those authorized as signers on the bank account should be bonded.

MEETING MINUTES

Dan Micsky requested a hard copy of the Finance Committee meeting minutes be mailed to him. Jami Kirila agreed to contact the other committees to send their minutes to Mr. Micsky. Jaime Roberts said that an electronic copy will be sent to the mercerpa.net website to be posted as well.

COLLECTION PROCESS

Jami Kirila informed the committee that she had been approached by Lawrence County to share information with them from when the City of Hermitage investigated other tax collection processes. Ms. Kirila then presented data the City of Hermitage had obtained during their investigation, included county statistical data and an analysis of the Cost/Benefit of the EIT Collection System of West Shore. Ms. Kirila stated that the West Shore operation would be a good model to consider for the creation of our own bureau.

ADJOURNMENT

The meeting adjourned at 10:23 a.m.

Jaime L. Roberts
Secretary, Finance Committee
Mercer County Tax Collection Committee