

Westmoreland County Tax Collection Committee (WCTCC)

Operating Board Meeting Minutes

Tuesday, October 29, 2013

Chairman Scott Sisteck called the meeting to order. Roll call was taken with the following members present: Scott Sisteck, Jude Abraham, Caprice Mills, Diane Figg, Diane Heming, Jon Perry and Jim Meyer. Solicitor Lawrence Maiello was also present. Paul Fry, John Wilson and Gregory Primm were absent.

Pledge of Allegiance.

Approval of Minutes. Diane Figg **MOVED** to approve the minutes of the Operating Board Meeting held on September 24, 2013, and Jim Meyer **SECONDED**. No discussion. **Motion carried.**

Approval of Bills. Diane Figg reported there is one bill for transcription services which is \$40. Jon Perry **MOVED** to approve the bill, and Diane Heming **SECONDED**. No discussion. **Motion carried.**

Public Comment. For the record there was no public comment at tonight's meeting.

Treasurer's Report. Diane Figg stated the only accounts receivable is \$141.28 from North Belle Vernon Borough and they have voted not to pay this bill. Caprice Mills stated she had spoken with the Borough and explained they don't have a choice. Solicitor Maiello was in agreement and will send a letter requesting payment. Ms. Figg continued and reported the current balance is \$63,681.97 in the checking account. The audit bill has been paid so the TCC is on target with expenses and in line with the budget.

Diane Heming **MOVED** to approve the Treasurer's Report, and Jim Meyer **SECONDED**. No discussion. **Motion carried.**

Solicitor Maiello questioned when a proposed budget would be introduced for adoption and Ms. Figg replied that would be at the January Meeting.

Solicitor's Report. Solicitor Maiello reported that a letter had been sent to Berkheimer requesting the current bond amount of \$3,000,000 be increased to \$5,650,000 representing the highest amount of money in our account and Berkheimer has responded promptly and favorably to that request. Solicitor Maiello updated the CENTAX issues stating with regard to pursuing the Bonding Company for the attorney fees incurred, he would be willing to negotiate a settlement if that would be agreed upon. The general consensus was to wait until the January Meeting to pursue a final settlement.

Committee Reports. No reports.

Open Board Discussion. Shawn Perry, a Berkheimer representative, stated that if anyone has any questions concerning the bond he is here along with two additional representatives to field those questions. Mr. Perry continued stating that most of the CENTAX finals from 2011 are pretty much completed and anyone still waiting for a refund can contact Berkheimer.

Agenda.

- a. **Data Storage Agreement with Westmoreland County.** Scott Sisteck reported he has had no reply from Westmoreland County for storing and protecting the data received from Berkheimer.

- b. **2014 Meeting Dates.** Scott Sisteck distributed the meeting dates for 2014. Diane Heming **MOVED** to approve the 2014 meeting dates as presented, and Jude Abraham **SECONDED**. No discussion. **Motion carried.**

Adjournment. Diane Figg **MOVED** to adjourn the meeting. **SECONDED:** Jim Meyer.

Respectfully Submitted,

Caprice Mills
WCTCC Operating Board Secretary
& Open Records Officer