Westmoreland County Tax Collection Committee (WCTCC)

Operating Board Meeting Minutes

Tuesday, October 28, 2014

Chairman Scott Sistek called the meeting to order. Roll call was taken with the following members present: Scott Sistek, Diane Heming, Caprice Mills, Diane Figg, Paul Fry, Mike Wrobleski and Jim Meyer. Solicitor John Prorok was also present. Joe Koluder, Dan Watson 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 23, 2014, and Diane Heming **SECONDED.** No discussion. **Motion carried.**

Approval of Bills. Diane Figg reported there were only two bills; $45 for transcription services and legal fees in the amount of $356.50 for a total of $401.50.
Paul Fry **MOVED** to approve the bills as presented, and Jim Meyer **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 balance before paying the current bills is $40,141.84. Ms. Figg continued stating we have spent $23,310 this year so we should make it through 2015 but we definitely will have to assess again in 2016.
Diane Heming **MOVED** to approve the Treasurer's Report, and Jim Meyer **SECONDED.** No discussion. **Motion carried.**

Solicitor's Report. Solicitor Prorok reported that Solicitor Maiello had discussions with Berkheimer in regard to the contract extension and had emailed a report to the committee members concerning the status of those discussions. Solicitor Prorok continued stating that Solicitor Maiello also had discussions concerning redundant storage and backup involving Berkheimer and some third-party providers, and he obtained general quotes for what that cost would be. There is a third-party provider called Ascent Data which provides online service storage products for another TCC Solicitor Maeiello works with, the Southwest TCC, and he reports their charge is $1.25 per gigabyte. The Southwest TCC pays approximately $200-$300 per month. Berkheimer thought the extreme load would be about 500 gigabytes ($625 per month) but Berkheimer also agreed to provide the TCC with a disc quarterly, and that could serve as the redundant backup storage in lieu of the cloud storage. Berkheimer representative, Sean Perry, stated no local counties are using this, but they have contacted the County about providing this service and the County has not responded. Scott Sistek provided Mr. Perry with another contact at the County to follow up with concerning the data storage.

Committee Reports. No Committee Reports.

Agenda.

Consideration of a Three-Year Contract Continuation with Berkheimer. A discussion ensued concerning the extension with Berkheimer for years 2016-2018 that would include 2015 at the lower rate if approved. Berkheimer also agreed to honor a lower rate if they negotiate a lower rate with another TCC. Sean Perry stated the competitors' amounts Berkheimer was up against during the bidding process were 1.4% and one that was slightly under the WCTCC's amount. Paul Fry **MOVED** to approve the recommendation to the full WCTCC to accept the lower rate for 2015 and extend the contract for years 2016-2018 at the proposed rate of 1.42%, and Jim Meyer **SECONDED.** No further discussion. **Motion carried.**

Adjournment. Diane Figg **MOVED** to adjourn the meeting. Meeting adjourned at 6:11 p.m.

Respectfully Submitted,

Caprice Mills
WCTCC Operating Board Secretary
& Open Records Officer