The Westmoreland County Tax Collection Committee (WCTCC) met on Tuesday, April 30, 2013 in the Jury Commissioners' Meeting Room at the Westmoreland County Courthouse, 2 North Main Street, Greensburg, PA.

CALL TO ORDER: The WCTCC Chairman Scott Sistek called the meeting to order at 6:30 p.m. with the following members present:

WCTCC Chairman	-Scott Sistek	-New Stanton Borough, Sewickly Township
WCTCC Vice Chairman	-Jude Abraham	-Hempfield Area School District
WCTCC Treasurer	-Diane Figg	-East Huntingdon Township, Everson Borough-Fayette County Southmoreland School District
WCTCC Assistant Secretary & Open Records Officer	-Caprice Mills	-Donegal Borough, Mt. Pleasant Township, Cook Township, Donegal Township, Ligonier Township, Mt Pleasant Borough, Scottdale Borough, Mt. Pleasant Township

WCTCC Solicitor	-Lawrence Maiello
Eileen Navish	-Belle Vernon Area School District, Washington Township-Fayette County
James J. Meyer	-Greensburg Salem School District
Linda Miller	-Franklin Regional School District
Janet Langford	-Jeannette City School District
Terry Struble	-Mt. Pleasant Area School District
John Wilson	-Norwin School District
Dallas Leonard	-Penn Trafford School District
Susan Trout	-City of Greensburg
Jennifer Callahan	-City of Lower Burrell, Burrell School District
Alexander Graziani	-Latrobe Municipality
Lucille D'Alfonso	-City of Monessen
Mary E. Ralston	-Parks Township-Armstrong County
Linda Iams	-Penn Township
Ronald D. Martz	-Salem Township
Jamie Miller	-Washington Township
Greg Primm	-Avonmore Borough, East Vandergrift Borough, Hyde Park Borough, Oklahoma Borough, Vandergrift Borough, Allegheny Township, Bell Township, Washington Township-Westmoreland County
Donna J. Bitonti	-Belle Vernon Borough
Paul Fry	-Ligonier Borough
Beth Kepple	-Delmont Borough
Margaret Graham	-New Alexandria Borough
Linda Iezzi	-South Greensburg Borough
Corry Sheffler	-Southwest Greensburg Borough
Ron Holtzer	-Southwest Greensburg Borough
Paula Mazurek	-Youngwood Borough

A quorum was present.

PLEDGE OF ALLEGIANCE

APPROVAL OF MINUTES. Sue Trout **MOVED** to approve the minutes from the January 22, 2013 WCTCC Meeting, and Linda Iezzi **SECONDED.** No discussion. **Motion carried.**

PUBLIC COMMENT

Eileen Navish, Belle Vernon Area School District, commented that she is very pleased with the collections she is receiving from Berkheimer and she hopes everyone else is as well.

TREASURER'S REPORT

Diane Figg reported the balance in the checking account is $84,826.40 with only four entities that have not remitted their assessment payments. Bill total is $753.62; $40 for transcription services; $148.12 for the mass mailing including receipting of payments, postage and envelopes; legal fees $277.50; and the annual website maintenance fee of $288.

COMMITTEE REPORTS

Auditor Selection Committee. Diane Figg reported at the February meeting interviews were conducted with Goff, Backa, Alfera and Company and Maher Duessel, and at the March meeting Maher Duessel was selected as the auditor for the WCTCC.
Terry Struble wanted to know exactly what they will be auditing and Ms. Figg replied they will be auditing Berkheimer and the TCC.

Tax Collector Performance Committee. Paul Fry reported for Diane Heming that 21 surveys were received and the response averaged a 90% approval rating for Berkheimer.

SOLICITOR'S REPORT

Solicitor Maiello updated the WCTCC on the CENTAX issues. A hearing was held April 9th and the receiver, Campbell and Levine, reported on the CENTAX bank accounts and where the remaining money was supposed to go. With respect to Act 32, Solicitor Maiello reported that 99% of the funds made it to where they were supposed to go. In August, if anyone notices a significant issue and can trace it to CENTAX, at that time a Bond Claim will be filed. Solicitor Maiello continued that once that time period passes and the finals have been reconciled and there are no more issues related to CENTAX, we'll join the law suit and submit a claim for our Attorney's fees.
Shawn Perry, Berkheimer representative, added that in addition to your selected auditor auditing Berkeheimer, they will submit the external audit Berkheimer has completed by an outside company to the WCTCC. Mr. Perry reminded the committee members, with regard to CENTAX, at the last meeting he had reported that Berkheimer would get the finals for 2011 and they did acquire all of them and will work on those until the end of July. Customers requesting 2011 refunds or questioning the status of checks that have not been cashed should call Berkheimer's Earned Income Tax (EIT) office after July 31st. Mr. Perry also suggested that two to three weeks before finalizing your budgets you should contact Berkheimer to have a budget

analysis completed to assist you in figuring out what your EIT will be for the next year. Mr. Perry also reminded the committee members that in 2013 you may see a dip in your collections and the main reason for that is the 2012 collections also included the end of the 2011 collections for those who made an annual payment at the end of the year as opposed to paying quarterly.

Adjournment. Ronald Martz **MOVED** to adjourn. **SECONDED:** Dallas Leonard.

Respectfully submitted,

Caprice Mills
WCTCC Assistant Secretary
& Open Records Officer