The Westmoreland County Tax Collection Committee (WCTCC) met on Tuesday, January 31, 2017, in the Westmoreland Intermediate Unit, 102 Equity Drive, Greensburg, PA.

CALL TO ORDER: The WCTCC Chairman Scott Sistek called the meeting to order at 9:00 a.m. with the following members present:

WCTCC Chairman	-Scott Sistek	-New Stanton Borough, Sewickley Township
WCTCC Vice-Chairman	-Diane Heming	-South Greensburg Borough, Murrysville Borough
WCTCC Treasurer	-Diane Figg	-East Huntingdon Township, Everson Borough-Fayette County Southmoreland School District, Scottdale Borough
WCTCC Secretary & Open Records Officer	-Caprice Mills	-Donegal Borough, Mt. Pleasant Township, Cook Township, Donegal Township, Mt Pleasant Borough, Mt. Pleasant Township, South Huntingdon Township

WCTCC Solicitor	-Lawrence Maiello
Jennifer S. Callahan	-Burrell School District
Joe Koluder, Jr.	-Derry Area School District
James Meyer	-Greensburg Salem School District
Jon Perry	-Franklin Regional School District
Megan Tinklepaugh	-Jeannette City School District
Dan Watson	-Greater Latrobe School District
Peggy Gillespie	-Kiski Area School District
Michelle Krebs	-Ligonier Valley School District
Brett Lago	-Penn Trafford School District
Michael Wrobleski	-Yough School District, West Newton Borough
Susan Trout	-City of Greensburg-Greensburg Salem and Hempfield Area School Districts
Kelsye Milliron	-City of Greensburg-Greensburg Salem and Hempfield Area School Districts
Melanie Phillips	-Hempfield Township
Vincent DeCario	-Derry Township
John M. Shepherd	-North Huntingdon Township
Mary Perez	-Penn Township
Ronald D. Martz	-Salem Township
Charles B. Cook	-Upper Tyrone Township
John Habel, III	-Washington Township-Fayette County
Melissa Cortileso	-Upper Burrell Township-Westmoreland County
Lori Latta	-Derry Borough
Paul Fry	-Ligonier Borough, Laurel Mountain Borough, Ligonier Township
Janette M. Shaw	-Ligonier Borough
Margaret Graham	-New Alexandria Borough
Diane Schaefer	-Youngwood Borough, Hunker Borough

A quorum was present (62.19%)

PLEDGE OF ALLEGIANCE

APPROVAL OF MINUTES

Charles Cook **MOVED** to approve the minutes from the January 20, 2016 WCTCC Meeting, and Diane Figg **SECONDED.** No discussion. **Motion carried.**

PUBLIC COMMENT-For the record there was no public comment presented at the meeting.

TREASURER'S REPORT

Diane Figg reported all members should have received the reports. Ms. Figg continued reporting; the ending checking account balance as of December 31st was $10,534.64. We spent a total of $4,416.10 in 2016 with the biggest expense being the audit of the TCC which was $1,800 and insurance was $1,803. We have two bills that need to be approved for 2017; advertising for our meetings for $167.70; and our website payable to SYF in the amount of $269. The estimated budget for 2017 is also included in your packet. Ms. Figg also recommended no assessment for 2017.
Ronald Martz **MOVED** to approve the Treasurer's Report as presented, and Susan Trout **SECONDED.** No discussion. **Motion carried.**

COMMITTEE REPORTS-No Reports.

SOLICITOR'S REPORT-No Report.

AGENDA

1. **2017 Budget.** Mary Perez **MOVED** to approve the 2017 Budget as presented by Diane Figg, and Diane Heming **SECONDED.** No further discussion. **Motion carried.**

2. **Selection of 2017 Operating Board.** Scott Sistek reminded the WCTCC that the Operating Board must have 10 members; five members representing School Districts and five members representing Municipalities and no more than two can come from within the same School District boundaries.
   All members currently serving on the Operating Board have expressed an interest to remain on the Board.
   Joe Koluder **MOVED** to approve the current members for reappointment to the 2017 WCTCC Operating Board, and Lori Latta **SECONDED.** No further discussion. **Motion carried.**

3. **Statement of Financial Interests.** Scott Sistek reminded the WCTCC members the Statement of Financial Interests Forms required by the State Ethics Commission are due to Caprice Mills by May 1, 2017.

4. **Update Contact List.** Caprice Mills requested postage reimbursement to send the current contact list to all municipalities, boroughs and school districts for verification.

Adjournment – Ronald Martz **MOVED** to adjourn the meeting.

Respectfully submitted,

Caprice Mills
WCTCC Secretary
& Open Records Officer