Westmoreland County Tax Collection Committee (WCTCC)

Operating Board Meeting Minutes

Thursday, May 22, 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, Joe Koluder, Mike Wrobleski, Dan Watson and Jim Meyer. Solicitor Lawrence Maiello was also present. Gregory Primm was absent.

Pledge of Allegiance.

Approval of Minutes. Diane Figg **MOVED** to approve the minutes of the Operating Board Meeting held on April 22, 2014, and Jim Meyer **SECONDED.** No discussion. **Motion carried.**

Approval of Bills. Diane Figg reported the following bills were received: two insurance bills from Penn National in the amount of $227 and $323; transcription services in the amount of $60; Penn National Insurance for $1,150; legal fees in the amount of $414; and the Tribune-Review in the amount of $75.06. The insurance amounts remained the same. The total amount for all the bills is $2,249.06.
Diane Heming **MOVED** to approve the bills as presented, and Joe Koluder **SECONDED.** No discussion. **Motion carried.**

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

Treasurer's Report. Diane Figg stated the last payment for $141.28 was received from North Belle Vernon Borough, so before paying the bills the balance in the checking account is $61,823.98.
Paul Fry **MOVED** to approve the Treasurer's Report, and Diane Heming **SECONDED.** No discussion. **Motion carried.**

Solicitor's Report. No report.

Committee Reports. Diane Figg reported that the audit for the TCC is scheduled for Thursday, June 5th, and everything is scheduled for their audit of Berkheimer, also.

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

Respectfully Submitted,

Caprice Mills
WCTCC Operating Board Secretary
& Open Records Officer