

The Westmoreland County Tax Collection Committee (WCTCC) met on Monday, April 30, 2012 in the Commissioners' Public Meeting Room at the Westmoreland County Courthouse, 2 North Main Street, Greensburg, PA.

Before calling the meeting to order Acting Chairperson Jude Abraham reported that the action on the Approval of the Rules and Regulations for the Tax Appeals Board was taken at the Operating Board Meeting held before the WCTCC Board Meeting.

**CALL TO ORDER:** The WCTCC Acting Chairperson Jude Abraham called the meeting to order at 6:30 p.m. with the following members present:

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, Mt Pleasant Borough, Scottdale Borough
WCTCC Solicitor	-Lawrence Maiello	
Eileen Navish	-Belle Vernon Area School District	
James J. Meyer	-Greensburg Salem School District	
Jon Perry	-Franklin Regional School District	
Dan Watson	-Greater Latrobe School District	
Janet Langford	-Jeannette City School District	
Terry Struble	-Mt. Pleasant Area School District	
Dallas Leonard	-Penn Trafford School District	
Mary Perez	-City of Greensburg	
Susan Trout	-City of Greensburg	
Michael Wroblewski	-Yough School District	
Diane Heming	-Murrysville Municipality	
James Marnell	-Ligonier Township, St. Clair Township, Ligonier Valley School District	
Mary E. Ralston	-Parks Township-Armstrong County	
Ronald D. Martz	-Salem Township	
Jacob Blank	-Unity Township	
Judy Gilpin	-Upper Tyrone Township-Fayette County	
Peggie Watson	-Irwin Borough	
Margaret Graham	-New Alexandria Borough	
Paula Mazurek	-Youngwood Borough	
Gordon Stoves	-North Irwin Borough	
Linda Iezzi	-South Greensburg Borough	

A quorum was not present.

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## **PLEDGE OF ALLEGIANCE**

**APPROVAL OF MINUTES**-Minutes from the January 24, 2012 WCTCC Meeting were not approved because a quorum was not present.

## **QUESTIONS/COMMENTS FROM COMMITTEE MEMBERS**

- Mary Perez reported that in the Rules and Regulations for the Tax Appeals Board under the definition of Political Divisions the Home Rule Charter Municipality is omitted. Solicitor Maiello responded that definition is generic but can be modified and adopted at the next meeting.
- Linda Iezzi asked how the tax payments have been coming in. Sean Perry, Berkheimer's representative, replied the bigger an area is the more the payments will be noticed. In the first quarter you will definitely notice less money and there are multiple reasons for that; by the third quarter you should see things even out.
- Mary Perez questioned how Berkheimer will collect the fees. Sean Perry responded that Berkheimer is to withhold the fees but will send an invoice if requested. Ms. Perez also asked if there would be more detailed reports because of concerns raised by the auditors. Mr. Perry replied he would be able to submit more detailed information if necessary at the end of each year.

**PUBLIC COMMENT**-For the record no public comment was presented.

## **TREASURER'S REPORT**

Diane Figg recapped what has occurred beginning in January until today. Ms. Figg reported \$137.61 has been spent on advertising all the meetings for the year; legal bills were \$933.50; office supplies were \$60.42; transcription of minutes \$80; and the annual website fee was \$335. The amount of interest earned was \$13.92 and the last payment of \$21 has been received. Prior to the last set of bills we have \$36,203.76 in our checking account, concluding the budget report. Ms. Figg also reported on the receipt of a \$5,000 grant from the Department of Community and Economic Development (DCED) which expires in June. Ms. Figg will complete the closeout for the grant confirming how that money was spent.

**COMMITTEE REPORTS** -No reports.

## **AGENDA**

**Approval of the Rules and Regulations for the Tax Appeals Board.** Jude Abraham reminded the committee that action was taken on this at the preceding Operating Board Meeting; further action by the WCTCC has been postponed until a quorum is present.

**ADDITIONAL COMMENTS/CONCERNS**

- a. Jude Abraham stated the State Ethics forms which need to be completed by each committee member will be collected tonight.
- b. Jude Abraham reminded the Tax Appeals Board they are scheduled to meet following tonight's meeting.

**ADJOURNMENT:** Dallas Leonard **MOVED** to adjourn the meeting. **SECONDED:** Linda Iezzi. All voted unanimously to **adjourn**.

Respectfully submitted,

Caprice Mills  
WCTCC Assistant Secretary  
& Open Records officer