

Chester County Tax Collection Committee Meeting
Meeting Minutes
 May 9, 2017

Members in Attendance:

Chairman	Doug Hanley	Uwchlan Township	
Vice Chairman	Jack Hines	West Bradford Township	
2 nd Vice Chairman	Beth Butch	Twin Valley School District	
Secretary	Casey LaLonde	West Goshen Township	
Treasurer	David Kirkner	East Brandywine Township	
Asst. Treasurer	Cary Vargo	Upper Uwchlan Township	
At-Large Member	Mark Tracy	Kennett Consolidated School District	
At-Large Member	Jaclin Krumrine	Owen J. Roberts School District	1:35 PM
At-Large Member	E. Jean Krack	Phoenixville Borough	
At-Large Member	Mimi Gleason	West Whiteland Township	

Members not in Attendance:

At-Large Member	John Nagel	East Whiteland Township
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Non-Members in Attendance:

Rose Harr	Keystone Collections Group
Mark Thompson	Lamb McErlane
Steve Kutsuflakis	Barbacane, Thornton & Company
Joe Lubitsky	Chester County Intermediate Unit
Bobbie-Lou Schneider	Chester County Intermediate Unit
Sharee McGibboney	Chester County Intermediate Unit
Mary Burgoyne	West Chester Area School District
Amanda Gattuso	Coatesville
Thomas Siedenbuehl	West Caln Township

Doug Hanley, Chairman, called the meeting to order at 1:32 PM.

Public Comment

There was no public comment.

Approval of January 10, 2017 Meeting Minutes

A motion was made by Jean Krack to approve the minutes from the January 10, 2017 meeting. The motion was seconded by Beth Butch and carried unanimously.

Joseph Lubitsky, CCTCC Administrator

1. Audit Report for FYE 12/31/2016

Steve Kutsuflakis from Barbacane, Thornton & Company, reviewed the audit report. It was mentioned by the Committee that Note 4 should include municipalities in the statement that says "Both the Board of Directors of the Committee and CCIU are comprised of representatives from various Chester County School Districts". There were no questions after the review.

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2. Act 172: Tax Credits Fire and EMS Volunteers

Joe Lubitsky introduced Mark Thompson, Esq. from Lamb McErlane.

Mr. Thompson explained this Act and who it affects. Municipalities who pass an ordinance need to send it to Keystone.

Keystone has a model ordinance. Joe Lubitsky will work with Rose Harr and Mark Thompson and share with the Committee.

3. Year-to-Date Collection Reports

The collection reports were reviewed. There were no questions.

4. Report of Act 32 by Dauphin County

Joe Lubitsky emailed the Committee a link on ACT 32 that was created by Dauphin County. ACT 32 is going well.

Action Items

Approval of the CCTCC Budget Status Reports

Sharee McGibboney reviewed the budget status reports.

A motion was made by Jack Hines to approve the financial reports. The motion was seconded by Beth Butch and carried unanimously.

Acceptance of Audit Report

A motion was made by Jack Hines to accept the audit report prepared by Barbacane Thornton & Company LLC for the fiscal year ending December 31, 2016. The motion was seconded by David Kirkner and carried unanimously.

Public Comment

There was no public comment.

Adjourn

A motion to adjourn the meeting was made by Cary Vargo at 2:19 PM. The motion was seconded by Mark Tracy and carried unanimously.