Roll Call – A quorum was established.


Solicitor: G. Beneventano

Keystone Collections: Joe Lazzaro, Esq.

The Chairman, A. Memmi, called the meeting to order.

The Chairman asked for a vote to approve the January 2019 summary minutes. It was noted that the summary minutes stated that a quorum was not established at the meeting, but this is incorrect. A quorum was established at the January meeting. A motion was made and seconded to approve the January 2019 summary minutes with the change in quorum status -- accepted and APPROVED.

Financial report as of February 2019 – accepted and APPROVED.

TCC Website – The Chairman introduced Jason Ritchey of Round4, LLC who has designed the TCC’s new website. Mr. Ritchey has been working with Guy and Donna Beneventano to prepare the new site. Mr. Ritchey reviewed the pages of the new website and how to navigate the site with the Committee members. Donna will be uploading information to the website. Mr. Ritchey reported that Round4, LLC will be hosting the website and putting an SSL certificate on the site so that everything is secure. Weekly backups will be performed. The site will have tracking by Google Analytics so the TCC can monitor how many people are visiting the site and how long they are staying on the site. The Chairman stated that Round4, LLC worked with Keystone Collections as well to have Keystone’s contact information on the site. A motion was made to have the site go live on Monday, March 25, 2019 – accepted and APPROVED.
• Tax Collector Report: Mr. Lazzaro reported that collections are up significantly in January and February of this year compared to last year, over 7%. He believes that this is due to timing of submissions and the final increase will probably be less than 7%. Last year at this point, collections were $21,043,000.00. Collections are now at $22,533,000.00.

E-file continues to grow. Last year over 40% of taxpayers filed online. Right now, online filings are up 4.5%. Keystone has processed 91.6 of the requested refunds already this year. For 2019 tax year, individual payment vouchers were mailed out to those who file quarterly with Schedule C income or 1099 income. Keystone is also in the process of introducing Google Pay for real estate, per capita tax and occupational privilege taxes. They are also working on accepting Apple Pay.

Mr. Lazzaro stated that he met with State Representative Peifer, prime sponsor of H.R. No. 291, and it looks like the issue of the state taking over EIT collections is dead for now, but that could change.

Mr. Lazzaro had the first organizational meeting of the Earned Income Tax Officers of Pennsylvania. Twelve Act 32 tax officers attended and two participated by phone. They were able to exchange ideas, share information and educate each other. The new organization will have tax officers as voting members, but the organization will also be open to PASBO, PSATS, the PSAB, municipal mangers, etc.

A question was raised by Ms. Schuler as to how TCC delegates can contact Keystone when taxpayers have specific questions that do not get sufficiently answered. Mr. Lazzaro recommended calling client services. Mr. Lazzaro also told the committee that TCC delegates may contact him with questions.

Mr. Wentzel reported that on January 27, 2019, Dennis Owens of ABC 27 interviewed State Representative Ryan regarding the state collecting EIT taxes. He recommended that Mr. Lazzaro watch the interview.

• Auditor Contract – The Chairman stated that Boyer & Ritter has once again sent in its proposed contract for fiscal year ending 12/31/18. The audit involves an examination of the DCTCC’s cash account, and an examination of the collections made by Keystone on behalf of DCTCC. A discussion was held. A motion was made to extend Boyer & Ritter’s contract for another year – accepted and APPROVED.

• The Solicitor asked the Committee members to complete the Ethics Act and Conflict of Interest forms and return as soon as possible. He also requested that members send to him a copy of minutes or resolutions indicating that the member has been reappointed to the Committee. Please also contact his office if there are any new delegates, alternates or changes in any information such as email, address or phone number.

• Meeting adjourned at 7:10 p.m.