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 May 2019 summary minutes. A motion was made and seconded to approve the May 2019 summary minutes -- accepted and APPROVED.

Financial report as of August 2019 – accepted and APPROVED.

Tax Collector Report: Mr. Lazzaro reported that he has done a review of how the last five years of collections have gone. He presented a chart that showed the steady increase in collections. Please let him know if anyone would like a copy of the chart to present to their municipality/school district. Compared to the same time last year (January through August), collections are up over 4.5%. Year to date, collections are at $81,298,000.00. Last year at this time collections totaled $77,743,000.00. Keystone is making a significant effort with delinquent recoveries. Delinquent recoveries are up 25% this year over last year. This is mainly due to wage attachments, and this has proved to be a very effective management tool to collect delinquent taxes. If individuals are contacting municipalities or school districts because they received a delinquent notice, please refer them directly to Keystone. Mr. Lazzaro also shared a sample of the first letter sent to delinquent taxpayers. It gives them an opportunity to see why they have not paid the tax, and how Keystone can help them work through it. The Chairperson asked if the increase
is an anomaly or are other TCCs seeing the same results. Mr. Lazzaro stated that they are seeing similar results across the board with their TCCs. Some counties have seen no increase, but those with Keystone as their collector have seen increases.

The Chairperson also asked if there is any analysis that would predict hitting a plateau. Mr. Lazzaro stated that he thought this would have already happened. At some point it will, but he does not know when.

The Act 32 Yellow Book audit was conducted and the results were sent to all taxing authorities. As required by Act 32, it was filed with DCED by September 1st. If anyone has any questions regarding the audit, please contact Mr. Lazzaro or the auditor, Boyer & Ritter.

Mr. Lazzaro thanked the Chairman and committee solicitor for their help with a Right-to-Know request made to the Dauphin County Tax Assessment Office. Keystone seeks to make sure that its geo-mapping and geocode systems are getting dollars to the correct taxing authority for everyone who’s residing in each jurisdiction. The Dauphin County Tax Assessment data helps facilitate the accuracy of Keystone’s systems.

PA Senator Brown has reintroduced a bill that would consolidate other Act 511 taxes under the TCC. This would be LST, the per capita tax, the occupational privilege tax and what they call nuisance taxes. There is a comparable bill introduced by Senator Martin of Lancaster, Senate Bill 82. This is directed to school districts, giving them the authority to use the collector they are selecting for best practices rather than be bound to the elected real estate tax collectors. This legislation is being supported by the school district association and PASBO, but is being opposed by PSATS.

The Chairperson stated that all the years the committee has been established, the TCC has not received a single request for an appeal to be heard by the TCC’s Tax Appeals Board.

- Boyer and Ritter has completed their annual audit of the TCC’s cash account for fiscal year ending 12/31/18. A copy of the report was electronically sent to all delegates on September 4th. It was noted that under “Notes” on page 4 of the audit, that the TCC has 51 districts and municipalities. We have 52. This change will be made. A motion was made, seconded and APPROVED to accept the TCC’s cash audit for fiscal year ending 12/31/18 with a change in the number of school districts and municipalities to 52.

- A member of the Audit Sub-committee asked for ratification of the annual audit of the tax collector for financial year ending December 31, 2018. The audit noted that Keystone has maintained the appropriate bond coverage, as required by the TCC. The audit on Keystone Collections showed no journal entries during the course of the audit and no corrected misstatements. The audit was clean and showed no concerns, and should be accepted. It was moved, seconded and APPROVED.

- The Chairperson gave an update on the TCC website. In the last 30 days, there were 55 hits on the website. The majority of hits were on the tax collector page.
• The next meeting will be held on November 20th at 6:30 p.m.
• Meeting adjourned at 7:16 p.m.