

**BUCKS COUNTY TAX COLLECTION COMMITTEE
MEETING MINUTES
November 30, 2010**

Warwick Township
1733 Township Greene
Jamison, PA 18929

CALL TO ORDER

Michael Gallagher, Newtown Township, Chairman convened the meeting of the Bucks County Tax Collection Committee (TCC) at 7:00 PM and led the committee in the Pledge of Allegiance to the flag.

ROLL CALL

Vice-Chairman Robert Pellegrino, Northampton Township called the membership roll. There was not a quorum to conduct business with 49% of the membership in attendance.

PUBLIC COMMENT

Chairman Gallagher called for Public Comment. There was none.

APPROVAL OF MINUTES

Since there was no quorum, Chairman Gallagher deferred action on approval of the August 31, 2010 minutes to the next meeting scheduled for January 31, 2011.

TREASURER'S REPORT

Eileen Bradley, TCC Treasurer, New Britain Township, indicated that one invoice was to be presented for ratification but that action will be deferred to the next meeting.

SPECIAL PRESENTATIONS

There were no special presentations.

SOLICITOR'S REPORT

There was no Solicitor's report.

OLD BUSINESS

Update on Transition to Keystone Collections Group

Eileen Bradley updated the membership on key components of the transition from Berkheimer Associates to Keystone Collections Group for those taxing authorities that chose early implementation. She indicated that the transition was proceeding smoothly and Berkheimer was very cooperative in the process. Keystone is expected to notify businesses about the transition to a new collector sometime in early January.

NEW BUSINESS

Appointment of Auditor to conduct audit of TCC financial records

Eileen Bradley indicated that the TCC obtained a quote from Bee, Bergvall & Company, Warrington, PA to conduct an audit of TCC financial records for calendar year 2010 in the amount of \$1,000. Due to the very low cost, other quotes were not solicited. Ms. Bradley recommended the Membership appoint Bee, Bergvall & Company, but since there was no quorum, asked for a consensus to move forward with completing the audit and ratify the appointment at the next meeting. There was unanimous consent among the membership on the recommendation.

Adoption of 2011 TCC Budget

Eileen Bradley presented the proposed 2011 budget and indicated that there was no need for an assessment in 2011 to fund TCC operations. Since there was no quorum present, approval of the budget will be scheduled for the next meeting.

PUBLIC COMMENT - Chairman Gallagher called for Public Comment. There was none.

There being no further business, Chairman Gallagher adjourned the meeting at approximately 7:50 PM.

Respectfully Submitted,

Stephanie Teoli, Secretary