

Chester County Tax Collection Committee Meeting  
Meeting Minutes  
 January 10, 2023

**Members in Attendance:**

Chairman	Jon Altshul	Westtown Township	
Vice Chairman	Tony Scheivert	Upper Uwchlan Township	
Secretary	Jaclin Krumrine	Owen J. Roberts School District	1:35 p.m.
Treasurer	Mark Tracy	Kennett Consolidated School District	
Asst. Treasurer	Michael DeAngelis	Downingtown Area School District	
At-Large Member	Luke Reven	East Brandywine Township	
At-Large Member	Erica Batdorf	North Coventry Township	
At-Large Member	Monica Koza-Lubinsky	Phoenixville Borough	

**Members not in Attendance:**

2 <sup>nd</sup> Vice Chairman	John Nagel	East Whiteland Township
At-Large Member	Chris Bashore	West Goshen Township
At-Large Member	Justin Yaich	West Bradford Township

**Non-Members in Attendance:**

Rose Harr	Keystone Collections Group
Teresa Wallace	Chester County Intermediate Unit
Bobbie-Lou Schneider	Chester County Intermediate Unit
Jason Confair	Kegel Kelin Litts & Lord LLP
Lisa Swan	Caln Township
Elaine Mathias	Twin Valley School District
Usha Hogan	East Whiteland Township
Linda Csete	Charlestown Township
Michael Finnegan	Kennett Consolidated School District
Vince Visoskas	East Caln Township
Lisa Ionnatta	East Fallowfield Township
Marty McKenzie	Willistown Township
Steve Brown	East Whiteland Township
Laurie Getz	Schuylkill Township

Jon Altshul, Chairman, called the zoom meeting to order at 1:33 PM.

**Public Comment**

No public comment.

**Approval of November 8, 2022 Meeting Minutes**

A motion was made by Luke Reven to approve the minutes from the November 8, 2022 meeting. The motion was seconded by Elaine Mathias and carried unanimously.

**1. Retirement of John Nagel**

The chairman, Jon Altshul, congratulated John Nagel on his retirement.

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**2. Year-to-Date Collection Reports**

The year-to-date collection reports were reviewed by Rose Harr, Keystone Collections Group. There were no questions.

**3. Overview of 2022 Collections**

Teresa Wallace, CCIU, reported the year-to-date EIT collections were up 6.9% exceeding last year's outstanding collections. The year-to-date LST collections were up 5.5%.

**4. CCTCC Solicitor**

Jason Confair, Kegel Kelin Litts & Lord LLP, reported that in January 2023 they merged with Saxton & Stump Lawyers and Consultants, with a pretty seamless transition. Jason has worked on ACT 32 and been involved with the tax collection committee since day one. He helped create the RFP which lead to Keystone's hiring. He would love the opportunity to continue to work with the TCC.

A motion will appear later in the agenda to approve the engagement of Saxton & Stump Lawyers and Consultants as the CCTCC solicitor.

**5. Update of CCTCC Delegates and Contact List**

Teresa Wallace asked the Membership to send any changes in their delegates to Bobbie-Lou Schneider so we can maintain a current list of all delegates.

**6. Annual Newsletter to Membership**

We are working on the annual newsletter and hope to have it ready to send to all members in March.

**Action Items**

**Appointment of Management Committee Representative and Officer**

A motion was made by Luke Reven to appoint Steve Brown, East Whiteland Township, as a member of the Management Committee and as the 2<sup>nd</sup> Vice Chairman. The motion was seconded by Erica Batdorf and carried unanimously.

**Approval of CCTCC Budget Status Reports**

The budget status reports were reviewed. There were no questions.

A motion was made by Jackie Krumrine to approve the financial reports. The motion was seconded by Luke Reven and carried unanimously.

**Approval of Deduction of 2023 Membership Budget Allocations**

A motion was made by Erica Batdorf to authorize Keystone Collections Group to process the deduction of the 2023 CCTCC membership budget allocations from the April 1, 2023 remittances as outlined in the Bylaws. The motion was seconded by Luke Reven and carried unanimously.

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**Approval of Engagement of CCTCC Solicitor**

A motion was made by Steve Brown to approve the engagement of Saxton & Stump Lawyers and Consultants as the CCTCC solicitor as outlined in the engagement letter. The motion was seconded by Jackie Krumrine and carried unanimously.

**Public Comment**

There was no public comment.

Jason Confair thanked the Management Committee for the opportunity to continue to work with the TCC.

**Adjournment**

A motion to adjourn the meeting was made by Steve Brown at 1:53 p.m. The motion was seconded by Elaine Mathias and carried unanimously.