

Northampton County TCC
Meeting Minutes
October 13, 2022

A regular meeting of the Northampton TCC was held on October 13, 2022, in the Bethlehem Township Municipal Building. TCC Chairman John Finnigan called the meeting to order at 8:30 a.m.

Roll Call

To begin the meeting, the following delegates/alternate delegates (A) totaling 26 (64.53% of the weighted average vote) were present:

Allen Township	Alfred Pierce (A)
Bangor Borough	Stephen Reider
Bangor School District	Donna Storrs (A)
Bath	Bradford Flynn
Bethlehem School District	Frank Pearn (A)
Bethlehem Township	Andrew Freda
East Allen Township	Chris Wentz (A)
East Bangor	Bonnie Due
Easton School District	Julie Gerbino (A)
Hanover	John Finnigan
Hellertown	David Bonenberger (A)
Lehigh	Mary Trexler (A)
Lower Mt. Bethel	Jennifer Smethers
Lower Nazareth	Tammi Dravec (A)
Lower Saucon	David Bonenberger (A)
Moore	Nicholas Steiner
Nazareth Borough	Alfred Pierce (A)
Northampton School District	Matthew Sawarynski
Palmer	Jim Farley (A)
Pen Argyl	Robin Zmoda
Portland	Carol Hummel
Roseto	Cathy Martino
Saucon Valley School District	David Bonenberger (A)
Williams	Mikal Sabatine
Wilson School District	Stephania Arnold
Wilson Borough	James McGowan

Also present were Administrative Director Nicole Beckett, Solicitor Michael Gaul, Solicitor Rich Campbell, and Tax Officer Rose Harr of Keystone Collections.

Approval of Agenda

On a motion by Ms. Zmoda, seconded by Mr. Flynn, the TCC voted unanimously to approve the agenda for this morning's meeting, as presented.

Public Comment

There were no comments or questions from the public.

Appointment of Nicole Beckett, Associate Director at Meyner Center, as Administrative Director/Secretary/Right-To-Know Officer

On a motion by Mr. Pierce, seconded by Ms. Smethers, Nicole Beckett of the Meyner Center was appointed as the Administrative Director/Secretary/Right-To-Know Officer on a unanimous vote.

Approval of Minutes of February 24, 2022, and March 24, 2022

On a motion by Mr. Sabatine, seconded by Mr. Steiner, the minutes of the February 24, 2022, meeting were approved on a unanimous vote. On a motion by Ms. Storrs, seconded by Mr. Flynn, the minutes of the March 24, 2022, meeting were approved by unanimous vote.

Payment of Bills

The bills shown in the Financial Report were presented, as prepared by Treasurer Smethers. On a motion by Ms. Arnold, seconded by Mr. Flynn, the bills were approved on a unanimous vote.

Financial Report

The Treasurer's Report for the year to date was presented by Treasurer Smethers. On a motion by Mr. Steiner, seconded by Mr. Sawarynski, the Financial Report was approved on a unanimous vote.

FINANCIAL REPORT		
February 1, 2022 to August 31, 2022		
BEGINNING BALANCE		\$10,028.66
<u>Deposits</u>	\$10,567.00	
Interest	\$ 1.50	
Total Revenue		\$20,597.16
<u>Expenses</u>		
Bank Fees	\$0.00	
Professional Services	\$2,403.88	
Legal Services	\$9,824.50	
Financial Audit	\$1,600.00	
SSAE Audit	\$0.00	
Insurance	\$2,845.00	
Advertising	\$208.25	
Total Expenses	\$16,881.63	
ENDING BALANCE		\$3,715.53

Consideration on the Approval of the 2023 Rates for Professional Services (KingSpry and Meyner Center)

On a motion by Mr. Pierce, seconded by Mr. Sabatine, the 2023 rates for professional services of KingSpry and the Meyner Center were approved on a unanimous vote.

Review and Approval of 2023 Proposed Budget

On a motion by Mr. Pierce, seconded by Mr. Farley, the TCC approved the proposed budget for 2023 as prepared by Treasurer Smethers.

Authorize Assessment of PSD and Notices

On a motion by Mr. Pierce, seconded by Mr. Farley, the TCC approved assessments to the PSDs based on the approved 2023 Budget, and notices, to be issued as soon as possible, assuring all 2020 Census information is updated, on a unanimous vote.

Authorize advertisement of the 2023 Meeting Dates (March 9 and October 12)

On a motion by Ms. Zmoda, seconded by Ms. Due, the 2023 meeting dates were authorized to be advertised on a unanimous vote.

Discussion on TCC Website

Ms. Beckett explained that the platform of the TCC website is antiquated and is not user-friendly. The TCC relies on the host to complete updates on the site because of the age of the site. The Executive Committee had obtained two proposals for websites and placed \$2,700 in the 2023 Proposed Budget for the site upgrade. On a motion made by Mr. Farley, seconded by Ms. Storrs, the TCC approved the upgrade of the website by the Executive Committee at a cost not to exceed \$2,700 on a unanimous vote.

Report of the Tax Officer

Ms. Harr gave a presentation on tax collection. She reported there is an increase of 11.1% in EIT Collections since September 2021. Current collections are increased by 8.7%. Delinquent EIT has increased 88.7% since last year. This trend, however, is not expected to continue into 2023. The PSDs should note this when preparing their budgets. Keystone Collections can assist each individual municipality or school district with figures for budget preparation.

There was no public comment or executive session. With no further business before the TCC, the meeting was unanimously adjourned at 9:00am on a motion by Mr. Pierce, seconded by Ms. Smethers. The next meeting will be held at 8:30am on March 9, 2023.

Respectfully submitted,

Nicole Beckett, Secretary