

Northampton County TCC
Meeting Minutes
April 13, 2023

The rescheduled, regular meeting of the Northampton TCC was held on April 13, 2023, in the Bethlehem Township Municipal Building. TCC Chairman Jay Finnigan called the meeting to order at 8:30 a.m.

Roll Call

To begin the meeting, the following delegates/alternate delegates (A) totaling 27 (60.95% of the weighted average vote) were present:

Allen	Alfred Pierce (A)
Bangor School District	Donna Storrs (A)
Bangor Borough	Stephen Reider
Bath Borough	Bradford Flynn
Bethlehem School District	Frank Pearn (A)
Bethlehem Township	Andrew Freda
Bushkill	Belinda Roberts
East Allen	Christine Wentz (A)
Easton School District	Julie Gerbino (A)
Forks	Kacee Stout
Freemansburg	James Smith
Hanover	Jay 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	Alfred Pierce
Palmer	Jim Farley (A)
Plainfield	Jeff Bartlett
Roseto	Cathy Martino
Saucon Valley School District	David Bonenberger (A)
Tatamy	Mark Saginorio
Upper Nazareth	Deanna Werkheiser
Williams	Mikal Sabatine
Wind Gap	Louise Firestone

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

The following PSDs (18) were not present: Bethlehem City, Chapman Borough, East Bangor Borough, Easton City, Fountain Hill Borough, Glendon Borough, Nazareth Area School District, Northampton Area School District, Northampton Borough, Pen Argyl Area School District, Pen

Argyl Borough, Portland Borough, Stockertown Borough, Upper Mt. Bethel Township, Washington Township, West Easton Borough, Wilson Area School District, and Wilson Borough.

Annual Reorganization

On a motion by Mr. Pierce, seconded by Mr. Bonenberger, the individuals currently serving as Chairman (Finnigan), Vice-Chairperson (Smethers), and Treasurer (Smethers) were appointed to the same positions; the motion passed unanimously. On a motion made by Mr. Bonenberger, seconded by Mr. Pierce, the following appointments passed unanimously:

Secretary	Nicole Beckett of the Meyner Center
Right to Know Officer	Nicole Beckett of the Meyner Center
Administrative Director	Nicole Beckett of the Meyner Center
Solicitor	Michael Gaul of King Spry
Insurance Agency	Kressler, Wolf, and Miller

On a motion by Mr. Flynn, seconded by Mr. Farley, the appointments of the Tax Appeal Board were approved unanimously and included the following members:

Robin Zmoda, Pen Argyl
James Farley, Palmer
Stephanie Arnold, Wilson School District
Robert Williams, Palmer, 1st alternate
Mike Sabatine, Williams, 2nd alternate

Approval of Agenda

On a motion by Ms. Werkheiser, seconded by Mr. Pierce, the TCC voted unanimously to approve the agenda, as prepared, for the April 13, 2023 meeting.

Public Comment

There were no comments or questions from the public.

Meeting Minutes Approval

On a motion by Mr. Stein, seconded by Mr. Flynn, the minutes of the October 13, 2022, meeting were approved unanimously as submitted.

Approval of Weighted Average Voting System

On a motion by Mr. Bonenberger, seconded by Mr. Farley, the weighted average voting system for 2023, as prepared by the Administrative Director, was unanimously approved.

Financial Report

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

FINANCIAL REPORT
September 1, 2022 to March 31, 2023

BEGINNING BALANCE		\$3,715.53
Deposits	\$24,331.00	
Interest	\$17.09	
Bank Fees Refunded	\$20.00	
Returned Check Deposit	\$2,450.00	
Total Revenue		\$30,533.62
Expenses		
Bank Fees	\$20.00	
Professional Services	\$4,346.25	
Legal Services	\$5,985.00	
Financial Audit	\$0.00	
Insurance	\$2,845.00	
Advertising	\$98.20	
Returned Check	\$2,440.00	
Returned Check Fee	\$10.00	
Total Expenses	\$15,744.45	
ENDING BALANCE		\$14,789.17

Payment of Bills

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

Report of the Tax Officer

Ms. Harr presented the current collections, delinquent EIT collections, and year to date collections to the TCC. A year-to-date comparison was provided for the 4th quarter and 5th Quarter (Final Returns) which showed a decrease of 3.2% or \$946,797. The TCC Executive

Board requested additional information and clarification on the decrease. Ms. Harr will report back to the Executive Board.

Administrative Director Report

Ms. Beckett reported that she met with the Executive Board to discuss the future of the administrative services of the Meyner Center. There are new initiatives at the Center requiring a change of focus for Ms. Beckett. This change is resulting in the need to plan for a replacement of the Administrative Director. Ms. Beckett notified NTCC of the need to start planning for the transition and confirmed the services of the Meyner Center will be maintained until a replacement has been found. Ms. Beckett provided an update on the NTCC Website in which no progress was made. With the news of transition from the Meyner Center, time and efforts have been placed on preparing and providing information to the Executive Board to seek proposals or determine the plan for the transition.

Update on the 2022 Audit

Treasurer Smethers reported that we are waiting on new proposals for the annual audit. She will attempt to work with Maillie however, if unsuccessful, had requested approval to proceed with the audit for under \$2,000. On a motion by Mr. Pierce, seconded by Mr. Flynn, the Treasurer was unanimously granted permission to proceed with the audit at a total cost of \$2,000 or less.

There was no other business before the TCC.

With no further business before the TCC, the meeting was adjourned at 8:50am on a motion made by Mr. Pierce and seconded by Mr. Bonenberger, and unanimously approved. The next meeting will be at 8:30 a.m. on October 12, 2023.

Respectfully submitted,

Nicole Beckett, Secretary