

**Plum Borough
School District**

**Finance Committee
Meeting Minutes
for
May 22, 2012**

(Finance Meeting #11/ 2011-12)

Plum Borough School District Finance Committee Meeting Minutes May 2012

MEETING DATE: Tuesday, May 22, 2012

LOCATION: Pivik Elementary Auditorium (Followed the Special Voting Meeting)

PRESENT:

- **Committee Members:** Mr. Dowdell, Chairperson; Mr. St. Leger, Mr. Zucco, Committee Members
- **Board Members:** Mr. Colella, Mrs. White, Mr. McGough, Mr. Tommarello, and Mr. Drake
- **Administrative Representatives:** Mr. Marraccini, Dr. Glasspool, Dr. Rossi and Mr. Brewer
- **Solicitor:** Mr. Price, Attorney, Andrews & Price LLC

I. **Call Meeting to Order.** Mr. Dowdell called the meeting to order at 7:17 PM, immediately following the Special Voting Meeting.

II. **Citizens Comments:**

A. On agenda items.

1. J. R. Pilyih: Suggested the Board to take its time on the budget and to restore programs.
2. Paul Freese: Discussed vacancy fill rate for substitutes.

B. On non-agenda items.

1. Michelle Donatelli: Suggested cutting librarians.

III. **Agenda Action Item Discussions:**

1. **Treasurer's Report:** Approve Treasurers' Report for the month of April 2012. Report was sent to board members electronically prior to the meeting for their review.

Committee Recommendation: Move to Public Agenda

2. **Budget Transfers:** Approve budgetary transfers for the month of May 2012. Mr. Marraccini explained the budgetary transfers for the month will follow this week.

Note: Budget transfers were sent electronically to the Board of Director on May 24, 2012 and will be posted on the website for public view.

Follow-up action: Move to Public Agenda

3. **Board Treasurer:** Discuss appointment of (Board Member) as Board Treasurer for a one year term beginning July 1, 2012 to June 30, 2013. Mr. Drake nominated Mr. Dowdell. Mr. Dowdell accepted the nomination for reappointment.

Committee Recommendation: Move to Public Agenda

4. **Approve the Homestead/Farmstead Tax Relief Resolution of the 2012-13 school year.** Recommend approval to adopt the Tax Relief Homestead/Farmstead Property Tax Relief

Resolution and to authorize the Local Real Estate Tax Collector to exempt assessed values by **\$9,379** for County certified Homestead / Farmstead properties. This represents a district-wide real estate reduction of **\$1,653,080.69** for all property or approximately **\$208.22** per qualified property. Please note this is a revenue neutral program for the District. Mr. Marraccini explained this program is funded by Pennsylvania gaming revenues (casinos) and is available for primary residential properties only. Mr. Schlegel, local tax collector, will provide District with the number of exempt and properties with values below the assessment reduction amount (\$9,373). A copy of the proposed Resolution was attached for discussion and review.

Committee Recommendation: Move to Public Agenda

*Note: District received information from Mr. Schlegel that four (4) properties will be removed from the certified list (3 disabled veterans and 1 property below the assessment exclusion amount) and number of qualified property will decrease from **7,939 to 7,935** and the assessment exclusion amount will increase from **\$9,379 to \$9,384** and the property tax reduction increased from **\$208.22 to \$208.33**. The presented Resolution will be uprevised to include the updated changes.*

IV. Informational Discussion Items:

1. **Discuss Real Estate Tax Collector's Report for the months of April 2012.** The Committee reviewed and report and requested the number of accounts utilizing a payment plan and the amount of commercial delinquent accounts. Mr. Marraccini will contact Mr. Schlegel and Andrews & Price, the district's delinquent property tax collectors for this information which will be sent to the board members at a later date.

Mr. Price noted that new Taxpayer Tax Relief regulations require districts to extend payment plan options to small businesses and indicated he will prepare the language changes to the existing Resolution.

2. **A. Discuss Plum Borough Earned Income Tax Collector's Reports for the month of April 2012.** Mrs. Pedrosky's EIT report, which represents the fourth quarter of 2011 (4-Q-11) and the Final Returns for 2011 and the Local Service Tax (LST) Collections (1-Q-12) were reviewed and discussed. It was noted she is not collecting EIT taxes for periods after 01-01-2012, as these taxes are being collected by Keystone Collections Group.

B. Discuss the Keystone Collection Group's Earned Income Tax Collection Report for the First Quarter of 2012 (1-Q-12). Committee reviewed the Keystone Collections Group's report for YTD collections for Current Earned Income Taxes for the period from 01-01-12 to 04-30-12.

*Note: Keystone indicated there are currently **17,792** EIT accounts in their system for Plum.*

3. **Discuss Monthly Revenues and Expenditures Comparison Graphs for the month of April 2012.** The Committee reviewed the comparison information.

4. Discuss the adopted 2012-13 Preliminary General Fund Budget (Fund 10). The Preliminary Budget was passed with proposed Revenues and Subsidies totaling **\$54,446,124** and proposed Expenditures totaling **\$55,661,558** with the shortfall balance of **\$(1,215,434)** coming from the District's Fund Balance or other budgetary adjustments as approved by the Board of Directors.

The Preliminary General Fund Budget was adopted at the Special Voting Meeting this evening and will be on display in hard copy in the Office of the Superintendent located in High School Complex and also on the District's website for public inspection for thirty days. The millage rate will remain unchanged at 22.2 mils. It was noted the Preliminary General Fund Budget amounts are subject to change prior to adoption on June 26, 2012.

It was noted that the budget will be under review up until its scheduled adoption on June 26, 2012. Suggestions of additional funding by the Governor have not been confirmed at this time. Board members will receive detailed information on any proposed changes to the Final General Fund Budget and will be discussed publically at the June 19, 2012 Finance Committee meeting.

V. New Business Roundtable. None.

VI. Next scheduled Finance Committee Meeting: June 19, 2012

VII. Motion to adjourn. Committee adjourned at 8:10 P.M.

Minutes prepared by:

Eugene J. Marraccini
Director of Business Affairs