

COUNTY OF _____

RESOLUTION NO. ____ - 09

[Sample] County Resolution Establishing Tax Collection Committee Meeting

Background. Act 32 of 2008 requires creation in each county of a new government entity, called the Tax Collection Committee (TCC), to implement and oversee county-wide collection of earned income tax and possibly other taxes for school districts and municipalities within each county. Act 32 requires the County to establish a date for the first TCC meeting that is on or before November 15, 2009, to give notice of the meeting, to convene the meeting, and to conduct the meeting until TCC officers are elected. The purpose of this Resolution is to fulfill County duties under Act 32.

RESOLVED, by the Board of Commissioners as follows:

1. The first meeting of the Tax Collection Committee for the _____ Tax Collection District will be held on _____, 2009, at _____ p.m. in the _____ Room, at _____, _____, PA.
2. On or before September 15, 2009, the County will send written notice of this meeting by first class mail to the governing bodies of all school districts and municipalities assigned to the Tax Collection District and also to the Pennsylvania Department of Community and Economic Development. **[Although not required by Act 32, the County will also endeavor to send written notice by first class mail and e-mail to all TCC delegates appointed by school districts and municipalities if the County receives on or before August 15, 2009 sufficient information as to the names and addresses of such delegates from the governing bodies of school districts and municipalities.]** The notice shall be in substantially the form as presented to the Commissioners, with changes as determined appropriate by the County designee for Act 32 matters.
3. At least 21 days before the meeting, the County will publish notice of the place, date, and time of the meeting in a newspaper of general circulation, and will cause a copy of the same notice to be posted at the building where the meeting will be held. The notice shall be in substantially the form as presented to the Commissioners, with changes as determined appropriate by the County designee for Act 32 matters.
4. The County designee for Act 32 matters shall convene the meeting, conduct the meeting, and record all votes at the meeting until a Chairperson, Vice Chairperson, and Secretary are elected by the TCC.
5. The County designee for Act 32 matters shall be _____.