

PSACA Convention in Lewisburg

September 26, 2022

Luther Black called the session to order at 9:00 AM

Starting with the Pledge followed by a devotion.

Donna and Carol had a few announcements for the 59th Convention

Commissioner Jeff Weaver of the Host County, Union, gave a greeting.

Roll Call followed

A motion to accept last years minutes from Michelle Crowell and Seconded by Chris Seely a vote to accept the minutes passed.

Judy Shupp presented the treasurer reports a motion to accept the treasurer reports by Shelley Glessner second by Tom Foran Vote passed.

Shelly Glessner brought up the idea of investing some money to receive a higher interest rate.

Judy will research to see what kind of accounts are out there.

Luther Black read a letter from Jeff Shank resigning as our solicitor as of Oct 1, 2022. No fee has been issued since Oct 2019. Luther discussed a contact that Michelle Crowell has that might be interested in his replacement. Discussed the possibility of "Pay as we go" for his services.

Laura Dickson gave information SACO and their solicitor.

Committee Reports

Budget: Tom Foran, Judy Shupp Chris Seeley: Budget will stay the same as last year of \$30,526.00. Will continue to include the legal expense.

Chris Seeley made motion to accept the budget report and seconded by Carla Komar. A vote followed and the motion accepted.

Audit Committee: Shelly Glessner, Ashley Darby, Kelsey Zimmerman The 2021 Books from the convention were audit. All was great and up to date. Judy has done a great job.

Motion to accept by Tom Foran and seconded by Jolene Frampton. Motion was passed

By-Laws

Laura Dickson – no Changes

Nominating Committee: Laura Cunningham chair of committee presented the slate of officers.

New nominees:

President – Laura Cunningham

Vice President – Bonni Dunlap

Current and continued positions

Treasurer - Judy Shupp

Secretary – Jolene Frampton

Deputy Secretary – Terri McFadden

Luther Black Nominated Michelle Crowell to the E Board. Michelle declined the nomination.

E Board members Ashley Darby,

Shelley Glessner, Carol Manbeck, Laura Dickson, Tom Foran, Luther Black

Shelley Glessner made motion to accept Laura Cunningham second by Robin Horne, voted all was accepted. Motion to Accept Bonnie Dunlap as V President by Tom Foran second by Michelle Crowell voted all accepted. Motion to retain Secretary, Deputy Secretary and Treasurer by Miriam Anstine seconded by Tom Foran, Vote all accepted
Rick Ainey was appointed as Alternate to E Board Legislator. Motion to Accept E board Members, Darby, Glessner, Manbeck by Tom Foran seconded by Ken Jackman vote to accept all.

RECESS for 10:00 to 10:30

Luther started the session with a mention of Auditor Deb Wagner of Forest county husbands passing. He will send a message from the association.

Discussion on THE Association Dues bill will be sent in February. Reminded everyone that our dues help with expenses of the convention.

Tom Foran of Pike County announced his county will host the 2023 Convention. Tom asked the opinion of the members their thought on visiting West Point. He noted an extra Day would need to be added to the convention. A discussion followed.

Web Page

Terri McFadden has tried to update the sight. But she has limited access to the sight. Judy Shupp says we have a two year contract for \$354. Suggestion was to notify the host to help update information that Terri does not have access to.

Our Facebook page administrator is Ashley Darby. A suggestion to keep the web page up and running and add a roundtable discussion on the page.

Luther asked if there were any questions on the newly created County Auditors Guidelines.

Terri McFadden discussed the credits for training. Terri has sign in sheets for each session If you would like a certificate. The Credits are only to show you are continuing your education as an auditor.

Tom Foran made a motion and Second by Bonnie Dunlap to the \$30,000 of legal funds in an interest bearing account but with the ability still to access the funds when needed. Voted Motion accepted.

Discussion on the two counties Cameron and Perry who never pay the association dues. A letter will be sent to the auditors and commissioners of each county making them aware of the dues.

Recess for Lunch

1:15 Luther Called to order the afternoon session.

Bonnie Dunlap Introduced Daniel Brown Chief Deputy Attorney General
(Daniel Brown's presentation has been sent to all auditors)

Some of the highlights from Daniel's presentation are:

Asset Forfeiture Reporting – Auditing

Guidelines

Money Laundering

Chop & Terrorism usually NO

Drugs

Asset Forfeiture Tracking Sheet

Ask DA for the Asset Tracking Sheet/or maybe he/she can submit

Reminder its ONLY WHAT WAS FORFITED IN THE CURRENT YEAR OF REPORT

Asset Tracking Sheet make sure do SET UP TAB, then ASSET Tab

If DA submitting make sure the SET UP TAB is completed before the ASSET Tab

Always double check to make sure all submitted on

ASSET Tracking TAB – IF Any Cash/ vehicle /other - always check YES

Recess/Break

The association broke into a roundtable discussion:

Ethic Forms – Financial Statements must be submitted for all Elected and Appointed

Prothonotary – Discussion on Interest Bearing Accounts. All interest collected would be turned into the state.

Laura Dickson presented the Legislator Report

Laura Discussed the New county code adopted 9/2022

No changes for Auditors just wording updates. All previous County Code language is still correct unless stated in the update. The code is on line they will no longer send print copies out. CCAP still working on abolishing Auditors in PA change to all counties having a Controller and staff. Also, would like to change to a Direct Pay System

Luther brought up concerns for TERMS FOR EXECUTIVE BOARD – A discussion followed
The Bi-Laws would need changed. Three Executive Board Members with a 3 year retention and new board members with a 2 term limit but not limited on how many terms. For example Can run two term consecutively then take a year off then back and be voted back on for additional 2 more terms etc.

More discussion on the matter in future and no vote at this time to change the bi laws.

Additional discussion on Tax collectors who carry a large balance in their checkbook. Different procedures to help find where the money belongs were suggested and if it is not determined whom the money belongs to, a Disbursement between all the municipalities should be recommended.

Recessed for Dinner

Tuesday, September 27, 2022

9:00 am Luther Called to order followed by Roll Call

Tom Foran discussed further information on next years Pike County Convention and trip to West Point. A Show of hands for the Trip to West Point was decided.

Luther discussed – Regional Meeting and term limits on the E Board

A motion was made to make term limits on the E board Chris Seely made amotion and second by Bonnie Dunlap the motion was carried.

The E board will make the final decision on how the term limits will work.

Laura Cunningham introduced Janis Creason, Treasurer of Dauphin County

Janis answered questions and gave a presentation of on Auditing the Tax Collectors.

She said in her county if a payment is over or under \$2.00 they accept that as payment in full. But must record as received.

Janis stressed that tax collectors CAN Not Charge Any Fees. The Ethic Commission enforces this. If Bank charges a Fee they are permitted to charge a few but no more than the bank charge.

(Janis Creason power point was sent to all auditors)

Barb Benkovic from the Bureau of Unclaimed Property gave a presentation going into great detail on UNCLAIMED PROPERTY and Reporting. To Educate on the process of identifying, reporting and Claiming Unclaimed Property from the department of the Treasury.

Reminded Deadline is April 15th but recommending submitting as early as possible

Barb discussed Escheat checks. That you can submitted checks as unknown if no record of owner. Also noted that manual submitting will be eliminated in the future. Recommend Using the online portal.

Recess for Lunch

Tom Foran Introduced Joseph Dooley, CPA and discussed Forensic Accounting

Joseph objective was to Educate and acquaint participants with the appropriate methodology for conduction an investigation. Joseph gave examples and great presentation.

Recessed

Trip to Buggy Museum

The Installation of new officers was held after Dinner at the Rusty Rail

Wednesday, September 28th 2022

A motion by Laura Cunningham and second by Jolene Frampton the motion was carried

Luther Black moved to Adjourn the 2022 Convention.

Respectfully Submitted
Jolene Frampton
State Secretary