

**MUNICIPALITY OF NORRISTOWN**  
A HOME RULE MUNICIPALITY  
MONTGOMERY COUNTY, PENNSYLVANIA

**RESOLUTION NO. 21-65 of 2021**

**A RESOLUTION OF THE COUNCIL OF THE MUNICIPALITY OF NORRISTOWN APPROVING, AUTHORIZING, AND APPOINTING TRI-STATE FINANCIAL GROUP, LLC TO SERVE AS THE DESIGNATED TAX COLLECTOR AND ADMINISTRATOR FOR THE COLLECTION OF BUSINESS PRIVILEGE TAXES BEGINNING JANUARY 1, 2022.**

**WHEREAS**, the Municipality of Norristown, Montgomery County, Pennsylvania (the “Municipality”) is a Home Rule Municipality; and

**WHEREAS**, the Municipality of Norristown has previously enacted a Business Privilege Tax in accordance with the Pennsylvania Local Tax Enabling Act (“LTEA”); and

**WHEREAS**, the LTEA specifies that any such political subdivision may provide for the creation of such bureaus or the appointment and compensation of such officers, clerks, collectors and other assistants and employees as may be deemed necessary for the assessment and collection of taxes imposed under the authority of the LTEA; and

**WHEREAS**, under the Home Rule Charter, including § 41.7-713, and under §4-35 of the Administrative Code the Municipality is authorized to enter into contracts for all lawful purposes from time to time, and that professional or unique services is exempt from competitive bidding requirements under the Home Rule Charter, § 41.7-713.B.5, and the Administrative Code, § 4-35.A(5);

**WHEREAS**, Tri-State Financial Group, LLC is the current appointed tax administrator for the collection of the Municipality’s Amusement Taxes and also currently serves as the tax administrator for the collection of business privilege and mercantile taxes for various other municipal governments including Whitmarsh Township, West Conshohocken Borough Springfield Township, Conshohocken Borough, and the City of Bethlehem; and

**WHEREAS**, Tri-State Financial Group, LLC has submitted a proposal to the Municipality for the administration and collection of the Municipality’s Business Privilege Tax beginning as of January 1, 2022, a copy of which is attached hereto as Exhibit “A;” and

**WHEREAS**, Municipal Council now desires to authorize, appoint, and designate Tri-State Financial Group, LLC as the tax administrator for the collection of the Municipality’s Business Privilege Tax beginning as of January 1, 2022.

**NOW THEREFORE BE IT RESOLVED** that the Council of the Municipality of Norristown hereby approves, authorizes, and appoints Tri-State Financial Group, LLC as the administrator and collector of the Municipality of Norristown’s Business Privilege Tax

beginning as of January 1, 2022 under such terms as set forth in the written proposal as attached hereto as Exhibit "A;"

**AND BE IT FURTHER RESOLVED** that the Municipal Administrator and the Director of Finance, or their designees, are authorized to take all necessary actions to complete the appointment and authorization of Tri-State Financial Group, LLC as the Business Privilege Tax collector including execution of an Agreement consistent with the terms of the proposal as attached hereto and any other documents that may be reasonably requested or required; and

**AND BE IT FURTHER RESOLVED** that the Municipal Administrator and the Director of Finance, or their designees, are authorized to take all necessary actions to terminate any existing agreement or appointment with H.A. Berkheimer, Inc. for the collection of Business Privilege Taxes and, to the extent necessary, hereby authorizes Tri-State Financial Group, LLC to receive and obtain from Berkheimer any and all documentation requested relating to the past and current collection of Business Privilege Taxes within the Municipality.

**RESOLVED** this 4<sup>th</sup> day of August, 2021.

**Municipality of Norristown  
Municipal Council**

By: Derrick Perry  
Derrick Perry  
Council President

Attest Crandall O. Jones  
Crandall O. Jones  
Municipal Administrator  
Municipal Secretary