

An Ordinance of Township of Warren
Ordinance No. 2 of 2022

An Ordinance of the Township of Warren Establishing Fees Which May be Charged by the Warren Township Tax Collector for any Requests for Certifications of Payment Status or Duplicate Bills, As Well As, Fees Regarding Returned Checks.

WHEREAS, the duly elected Warren Township Tax Collector from time to time is requested to provide documentation including certifications and duplicate tax bills to individuals. As a result of these requests, the Tax Collector provides additional documentation in addition to the tax bills already provided. Further, as a result of allowing for tax payments and other payments to be made by check, from time to time, said checks are returned for nonpayment. A fee is generally assessed by the bank that originally processed the check and the fee is collected from the Tax Collector who submitted the check. These fees should be assessed to the individual or entity that submitted the check, not the Tax Collector or the taxpayers of Warren Township.

BE IT ENACTED AND ORDAINED by the Township of Warren and it is hereby enacted and ordained by authority of the same, as follows:

SECTION I.

A. FEES ESTABLISHED

Fees Established

The Warren Township Board of Supervisors hereby established the following fees which may be charged by the Warren Township Tax Collector to each person, firm, corporation, or other agency requesting the following:

- a. Certification as to the payment status of real estate taxes for a tax parcel in the amount of \$15 for each tax parcel.
- b. Issuance of a duplicate tax bill in the amount of \$5 each.

Fees to be Paid to Tax Collector

The service fees paid pursuant to this article shall be paid to individual tax collector.

B. RETURNED CHECKS

The duly elected Warren Township Tax Collector is hereby authorized to charge a fee of \$40 to any person(s), corporation, partnership, association, or other entity which makes payment to the Tax Collector of any sum, whether for taxes, fees, charges, interest, penalties, obligations, or other amounts owed, for which a check is returned for insufficient or unavailable funds. The amount of the fee described herein may be changed from time to time by resolution of the Warren Township Board of Supervisors.

AUTHORIZATION

The duly elected Warren Township Tax Collector shall be authorized to prepare and send invoices for said tax certifications and to do all things necessary and appropriate to impose said fees, as established from time to time by resolution of the Warren Township Board of Supervisors and collect same when due.

C. FAILURE TO PAY

In the event any person, firm, corporation, or other entity fails to pay the statement for the service fees authorized by this article, the Warren Township Tax Collector is hereby authorized to commence the appropriate civil action before the offices of the District Magisterial Judge or Civil Division of the Court of Common Pleas of Franklin County, Pennsylvania, in order to collect these services together with court costs.

SECTION II.

Repealer

All Ordinances or provisions of Ordinances inconsistent or contrary to this Ordinance are hereby repealed to the extent of their inconsistency.

SECTION III.

Effective Date

DULY ENACTED AND ORDAINED this 3rd day of October, 2022, by the Board of Supervisors of Warren Township, Franklin County, Pennsylvania, in lawful session duly assembled.

ATTEST:
BY:

WARREN TOWNSHIP
BOARD OF SUPERVISORS

Madalyn Lander, Township Secretary

Harry Keefer, Chairman