



## Minnesota Counties Computer Cooperative

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### **Tax Advisory Committee Minutes**

**August 18, 2011**

**ACS, St Cloud, MN**

#### **Attending:**

Dave Armstrong/LeSueur County – in person  
Karen McClellan/Kanabec County – in person  
Denise McCalla/Wright County – in person  
Kandace Johnson/Fillmore County – in person  
Marian Paulson/Kittson County - in person  
Pat Martinson/Freeborn County - in person  
Dennis Distad/Freeborn County – in person  
Joe Udermann/Faribault County – in person  
Jean Prochniak/Brown County – in person  
Kyle Jerviss/Wabasha County – in person  
Farley Grunig/Jackson County – in person  
Lana Johnson/ACS – in person  
Lisa Meredith/MCCC – in person

#### **Call to Order**

Chair Karen McClellan called the regular monthly meeting of the Tax Advisory Committee to order on August 18, 2011.

#### **Approval of Agenda**

A motion was made by Kandace Johnson, and seconded by Dennis Distad, to approve the agenda. Motion passed.

#### **Approval of Minutes – July 21, 2011**

A motion was made by Dave Armstrong, and seconded by Marian Paulson, to approve the minutes as presented. Motion passed.

#### **State Update**

No Update

### **Financial Report and Bills**

Lisa presented the financial report. Dave Armstrong made the motion to accept the financial report, Kandace Johnson seconded and the motion carried. Lisa and Lana will work together on the Beta Test Reimbursement Project.

### **CAMA Report**

\$4,000 was moved from the training fund to the enhancement fund. Enhancements 2011.04 (\$3900), 2011.07 (\$1200) and 2011.09 (\$6600) were approved. Various enhancements were put on hold. DOR is still talking about putting a note on the TNT Statements for the new market value exclusion law.

### **LRC Report**

They had a conference call last Tuesday and approved the fall mini, assessor's abstract, and tax capacity calc. Programs will be to Beta in a couple weeks.

### **EISC Report**

Kandace reported that they had a conference call Monday, August 8.

Enh. 2011.11 – Add payment column on receipt. Dennis Distad made the motion to approve, Denise McCalla seconded, motion passed.

Enh. 2011.12 – Change the Notice of Expiration of Redemption to have an end result of a more professional image to mail. Sibley was contacted and it was decided the delinquent counter report file can be used. Dave Armstrong made a motion to cancel, seconded by Marian Paulson, motion passed.

Discussion followed on the special assessment enhancement 22B. Brown County and Freeborn County will sign off so that and other program changes can be released. There are more changes, not in the original design, and will cost approximately \$1,500 and can be handled in the future.

Next meeting will be September 12.

### **ISSG Liaison Report**

They have been discussing the training budget. Karen is looking for help with downloading from the AS400 to SharePoint.

### **ACS Contract Negotiating and Rewrite for Property Tax System**

Dave went over the ACs proposal and they should have an agreement by the end of the month and then will schedule a User Group Meeting so the contract will be ratified by December 31, 2011. The maintenance and support is not changing but some 'terms' are being looked at. The contract will be for 2012, 2013 and 2014.

### **System Status Report**

### **ACS Issues**

Lana presented the report. Brown County offered to beta test the notice of proposed programs. Data base hours are 3, used for duplicate homestead. The 2013 Implementation Plan was presented. Kandace Johnson made a motion to approve the plan, Dave Armstrong seconded, and the motion passed.

### **Member Issues/Training**

#### **Questions/Comments outstanding SPR**

No questions

#### **Member Concerns/Other Business**

Some ideas for future training sessions are CDOWN Files and merging documents. Lisa will get some dates/times and contact George Sawyer and try to coordinate. If there are any days/times we want to block off for sessions at the MCCC Conference please let Lisa know.

#### **Adjourn**

A motion was made by Marian Paulson and seconded by Dennis Distad to adjourn the meeting. Motion carried.

The meeting was reopened by Karen McClellan to discuss the beta testing payout for years 2009, 2010 and 2011. Motion was made by Dave Armstrong, seconded by Kandace Johnson to pay out a total of \$30,000 per year for a total of \$90,000. Lisa will work on 2 different options to distribute these dollars. We will look at having specific rules and create a committee to handle distributing the dollars in the future.

A motion was made by Marian Paulson and seconded by Dennis Distad to adjourn the meeting. Motion carried.

Our next meeting is September 15, 2011, at ACS in Waite Park.

Minutes respectively submitted by, Denise McCalla, Wright County.