



Minnesota Counties Computer Cooperative

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Manatron Steering Committee
Monday August 16, 2010
MCCC Office, St. Paul, MN

Present: Charlene Olson, Cheryl Grover, Farley Grunig, Kris Lage, Dennis Freed, Dave Claxton, Steve Holthaus, Jill Nolan, Joanne Helm and Scott Umsted

Also present: Lisa Meredith – Director MCCC. Mike Disher, Stacia Whipps - Manatron, Elaine Carter and Doug Storaci – Manatron (via conference call), Andrew Berg - Manatron, Lloyd McCormick – Dept. of Revenue, and Chris Samuel.

Chair Charlene Olson call the meeting to order at 9:35 a.m. CDT at the MCCC office.

Additions items to the agenda: Request from Morrison County for the use or purchase of the old MCCC server.

Motion was made by Steve Holthaus and seconded by Farley Grunig approving the agenda with the changes. Motion carried.

Motion was made by Dennis Freed and seconded by Cheryl Grover approving the minutes of July 19, 2010 and August 2, 2010 Manatron Steering Committee. Motion carried.

Lloyd McCormick from the Department of Revenue reported that Mower County is still having problems with their TIF supplement. Roseau County will be sending out statement that received the bovine credit. All other statement have been sent out. Lloyd informed the committee that that they have not had problems with Manatron returning calls as reported at the last meeting. They are not sure where this issue has started from.

Manatron Update

Stacia Whipps had nothing to report.

Doug Storaci reported that the fall mini changes are being test and it is hoped to be sent to counties soon.

Farley Grunig reported that he has concern with the GRM Report Support Stat that Elaine Carter had sent out. Elaine Green reported that the last report had an error and has been repaired. Farley Grunig stated that there are faults that nothing was happening with because Manatron was

waiting for information from the submitting county. Farley stated that on his faults, he was unaware that they were waiting for anything and others he thought were closed. Discussion was held regarding this matter.

Manatron requested a point of contact for each county be establish that Manatron can contact one individual regarding updates to issues that are submitted. The county staff will still submit questions or faults to the help desk but the point of contact needs to also be contacted. The purpose is the contact will be making sure all faults are being follow through.

Manatron has requested at least three county staff to go to the Portage, Michigan's office for system integration testing. The three individuals would work with and test the 8.6.12 update before being release to the user group. Charlene Olson, Kris Lage volunteered to go. Charlene Olson will contact Joanne Helm to see if she would be willing to also go. Manatron will pay to for Charlene Olson expenses.

Motion was made by Dennis Freed and seconded by Steve Holthaus that Joanne Helm and Kris Lage expenses be reimbursed out of the Beta Report Fund. Motion carried.

There will cyclical training on August 14 regarding the Abstract of Assessment and the Fall Mini. Stacia Whipps asked about doing cyclical training on TNT notices? Discussion was held. It was agreed that a cyclical training should be held. The training will be the sometime during the week of October 18. Other cyclical training discussed was special assessment posting and maintenance, tax capacity calculation and sale ratio.

Lisa Meredith reported that Manatron had a major concern with the recorded round tables being placed on the MCCC server. The recordings were showing up on Google searches. Manatron stated that there were concern about violation of proprietarily issues. Currently these recording have been removed from the server.

Levy Book

Cindy Geis from Scott County is still working on the Levy Book. The spreadsheet will import but there are still some error.

Charlene Olson reported that the Fault List was still being worked on.

Scott Umsted was concern about the School District Form 51 not working correctly. Stacia Whipps is aware of the problem and working on it. Charlene Olson was also concern about the Agency Summary Report for December is doubling in Clearwater County. No other county reported having the same issue.

Legislative Committee

Dennis Freed Chair stated that he had nothing to report. Dennis also reported that there is need of a County Assessor on the committee.

Training Committee

Jill Nolan – work is still being done the training list.

Testing Committee

Chris Samuels was not in attendance. Cheryl Grover reported that four counties tested the Abstract of Assessment.

CCB/Enhancement/Report Committee

Steve Holthaus report that a ranking scale of 1 to 4 was established with an amount \$500 per point assigned for reimbursements. Also, a \$2,000 fee was established for managing a custom report.

A request for training on the use of the custom reports was discussed.

ISSG Liaison Report

David Claxton - asked if a county purchased their SQL license through Manatron the upgrade will be at no cost.

Lisa Meredith reported that the Manatron contract is still being reviewed by the attorney.

Mike Disher from Morrison County sent a letter to Lisa Meredith requesting to purchase an old server that is currently not in use. He would like to purchase it for his home so he can work on custom reports. Dennis Freed questioned selling of disposal property without using the bid process. Several questions were raised regarding licensing.

Motion was made by Dennis Freed and seconded by Steve Holthaus that the MCCC server that is currently in storage be relocated to Morrison County and that Morrison County will be responsible for any and all upgrades, maintenance and disposal. Motion carried.

Next meetings scheduled for Tuesday, September 9 by conference call and Monday, September 20 at MCCC in St. Paul.

Dennis Freed reported that the Executive Committee will be sending a letter to three counties that have not paid their annual dues. If a county does not pay their annual dues that county will loss all MCCC voting privileges.

Motion was made by Farley Grunig and seconded by Kris Lage to adjourn the meeting at 11:48 a.m. CDT. Motion Carried

Respectfully submitted,

Scott S. Umsted
Recording Secretary