



Minnesota Counties Computer Cooperative

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Tax Advisory Committee Minutes November 17, 2011 ACS, St. Cloud

Attending: Karen McClellan, chair

Dave Armstrong/LeSueur Co
Denise McCalla/Wright Co
Pat Martinson/Freeborn Co
Lana Johnson/ACS
Lisa Meredith/MCCC
Dan Whitman/Martin Co
Stephen Hacken/Winona Co
Dennis Distad/Freeborn Co
Kyle Jerviss/Wabasha Co.
Brenda Ripley/Faribault Co

Phone:

Marian Paulson/Kittson Co
Kandace Johnson/Fillmore Co
Heather Bestler/Dept of Revenue
Ken Olson/Pennington Co

Call to Order

Chair Karen McClellan called the regular monthly meeting of the Tax Advisory Committee to order on November 17, 2011 at 10:00 am...

Approval of Agenda

Motion was made by Dave Armstrong, second by Dennis Distad, to approve the agenda with additions. Motion passed.

Approval of Minutes –October 20, 2011

Motion was made by Dave Armstrong, second by Denise McCalla, to approve the minutes. Motion passed.

State Update

Heather B. discussed creating a group to get an email list.

Discussion was held about reinstating a bill for homestead credit.

CAMA Report

Karen McClellan reported on the Cama's last meeting. 2011.4, 2011.7 & 2011.9 are in beta testing. 2011.5 & 2011.8 are still on hold; 2011.17 approved the \$6,000; 2011.20, 2011.21 approved for design and estimate flat file; 2011.22 will be cancelled and re-submitted; 2011.23 approved as participatory.

LRC Report

Steve Hacken reported the statute requirement that if there was a change of classification, a check box needs to be checked on the Valuation Notice. It has to be checked or highlighted. Lana Johnson will be checking with Heather on this issue. Certified Rates, Certified Tax, Delinquent Fee, and the Advertising List designs are ready to be sent to LRC for approval. There are no changes to any of them. TAC approved for them to be released without beta testing.

Enhancements

The Enhancement & Issues Committee met by conference call on November 14, 2011 at 1:30 pm. Discussion on 2011.18 was held.

Motion by Dave Armstrong, second by Dennis Distad for a design and estimate on 2011.18 to add a flag to the CDown File for inactive parcels. Motion passed.

Discussion on 2011.19 – would like a new owner flag set. Brown County requested prior years delinquent flag and add email addresses to the file for a design and estimate.

Motion by Denise McCalla, second by Dave Armstrong to add new owner flag to original parcel and add email addresses to the file. Motion passed.

Discussion on updates on questionnaire is still with the Cama development committee.

ISSG

Kyle Jerviss commented that the ISSG group has not met.

System Status Report

ACS Issues

Beta testers will be needed for the Tax Statements, Abstract of Tax Lists, TIF Supplement, Valuation Notices & Spring Mini Abstract. Wright and Kanabec volunteered to test Tax Statements, Abstract of Tax Lists & TIF Supplement. Kanabec, LeSueur and possibly Martin volunteered to test Valuation Notices and Spring Mini Abstract. LeSueur and Martin County may test at ACS.

Data Base hours used to date – 246.5. The Homestead exclusion legislation made up 195 of those hours. As requested at the last meeting Lana found that the hours for the last year of the last contract were used and not the hours in the new contract. The total number of hours that were invoiced in 2009 were based on a total of 1166.75 hours minus the ACS responsible hours in the contract of 200 for an MCCC responsibility of 966.75 hours. At the time of invoicing the Manufactured Home Abstract had not been completed and the PTR Homestead was in progress. When completed there were no changes required to the Manufactured Home Abstract and no additional hours were used for the PTR Homestead. The invoice was for 966.75 hours which came out of the 2006-2008 contract.

A discussion on the Source Code provided to MCCC by ACS as required by contract raised questions about verification of the information on the CD and the availability of the security password to access. ACS provided Kyle Jarvis access to view the CD and agreed to determine the feasibility of him actually building the files on an ACS system. Lana will determine some resolution options to the question of access to the security code by MCCC.

Financials

Lisa presented the financial report. Dave Armstrong motion to accept the financial report seconded by Dennis Distad. Motion passed.

Member Concerns/Other Business

Discussion on ACS/George Sawyer File Merge training was met with good reviews.

There was discussion about having some additional training on Client Access and Excel.

Steve Hacken requested that Winona County be provided the same agreement as Olmsted County for the new Tax and Cama Contracts. Winona County will be moving to a different solution within the next 3 years. They would prefer to be a part of the MCCC contract, but will optionally sign a contract with ACS outside of the MCCC. This solution will most likely create issues due to tax law changes and enhancements.

Dave Armstrong motion second by Dennis Distad to support Winona County addendum waiving the penalty until January 1, 2012.

Dave Armstrong motion second by Dennis Distad to pull prior motion in regard to Winona County.

The TAC committee decided to let Winona County bring the information to the ACS Tax and CamaUSA Full User Group meetings on December 15, 2011.

Next TAC committee meeting will be a conference call on December 16th at 8:30 a.m.

Discussion on a 2- part training on Sequel. First training involving current tax files and the other on Sequel. Lisa will check into this and get back to the group.

Adjourn

Motion by Dennis Distad, second by Kandace Johnson, to adjourn the meeting until December 16-2011 conference call. Motion Passed

Minutes respectively submitted by, Brenda Ripley, Faribault County