



Minnesota Counties Computer Cooperative

100 Empire Drive, Suite 201
St Paul MN 55103-1845

Phone (651) 917-6969

Fax (651) 917 6989

Website: mnccc.org

Manatron Steering Committee Minutes Monday, March 15, 2010

Attendees:

| | |
|-----------------|----------------|
| Dennis Freed | Chisago Co. |
| Charlene Olson | Clearwater Co |
| Cheryl Grover | Clearwater Co. |
| Jill Nolan | Isanti Co |
| Kristy Anderson | Isanti Co |
| Farley Grunig | Jackson Co |
| Jeff Watkins | Manatron |
| Lisa Meredith | MCCC |
| Mike Disher | Morrison Co |
| Doreen Pherson | Nicollet Co |
| Fran Windschitl | Rice Co |
| Annette Peters | Rice Co |
| Cindy Geis | Scott Co. |
| Steve Holthaus | Stearns Co. |

The meeting was called to order by Vice-Chairperson, Charlene Olson in the absence of Chair Joanne Helm.

- Agenda:**
- (1) Current Status (Manatron Report)
 - (2) Roll Type Issue – Becker county
 - (3) Training Charges (Lisa)
 - (4) Added Fran Windschitl-Tax Statement Concerns
 - (5) Other

Dennis Freed made the motion to approve the agenda as updated; Farley Grunig seconded the motion; motion carried.

Farley Grunig moved to approve the minutes of the March 1, 2010 Manatron Steering Committee; Dennis Freed seconded the motion; motion carried.

Manatron Update: Scott and Isanti have outsourced their value notices. Nicollet has mailed Assessment Notices.

Tax Statements: Samples have been sent to Out Source companies but currently there is a QTA and PTR issue that Manatron is working on as we meet.

Cindy Geis reported that Scott County has some MAJOR tax calculation issues. Special Assessments and QTA are two of the most troublesome issues. Clearwater's rounding issues with the Tax Statements has been resolved.

Roll Type E: Becker County uses a Roll Type of E and the CAMA Interface is not working correctly because of this issue. Numerous phone calls and e-mails were generated last week over this issue and the

question - should this issue be written up as a fault to GRM. It was the consensus of the Committee that this issue was addressed in pre-conversion and that Counties had been notified numerous times that the only Rolls that would be recognized in GRM were R, P, and M. Charlene will contact Becker County to let them know the Steering Committee's understanding of the issue. It was noted that some counties also used an I Roll to identify Mineral rights – this Roll also would be an issue.

Fran Windschitl Rice County Treasurer expressed concerns over the GRM Tax Statements not working yet! Waiting on the Assessor for the Value Build – it takes 5 hours to process a Level Build every time a “Fix” comes and the values need to be “rebuilt” ; reports for special Assessments are not working; reports cannot be run. First 60 day collections – journal entries for the Auditor's Office were also discussed.

Lisa questioned when **to bill for “informal webinar” training?** Currently the charge is \$50 for Webinar Attendance and \$75 for In Person Training. When should MCCC charge and when not!! Discussion followed with the determination that Cyclical training has no charge; trainings to keep counties “up and running” are No Charge and Trainings of less than 4 hours has no charge. These charges will be addressed further during the MCCC Conference in June. When there is a charge to MCCC from Trainers then a Charge to County Staff would be necessary.

Annette and Fran from Rice County discussed the issues that Rice County is having with Special Assessments doubling, errors when trying to run GRM reports and again the 60 day – pre-distribution for the first 60 days of tax collection in 2010.

OTHER: Cindy Geis thanked Jeff Watkins and the Manatron Helpdesk staff for the prompt responsiveness – evenings, early mornings, and weekends – their efforts are much appreciated by all Minnesota Counties at this crucial time during Tax Statement and Assessment Notice processing.

Farley stated that the Change Order and Change Request Forms are the same form on the MCCC Website.

The next meeting is a Face to Face meeting on April 5th at MCCC.

Dennis F. made the motion to adjourn, Farley Grunig seconded the motion – motion carried.

Respectfully submitted by Cheryl Grover,
Recording Secretary