



## Minnesota Counties Computer Cooperative

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### **Tax Advisory Committee Minutes May 20, 2010 ACS, Waite Park, MN**

#### **Committee Attending:**

##### **Name/County**

Dennis Distad/Freeborn County – In Person  
Karen McClellan/Kanabec County – In Person  
Marion Paulson/Kittson County – Joined later by Conference Call  
Dave Armstrong/LeSueur County – In Person  
Kandace Johnson/Fillmore County – Conference Call  
Mark Krupski/Olmsted County – Absent

#### **Others Attending:**

##### **Name/Representing**

Lana Johnson/ACS – In Person  
John Melville/ACS – In Person  
Jason Nord/DOR – Conference Call  
James Shanley/DOR- Conference Call  
Pat Martinson/Freeborn County – In Person  
Lisa Meredith/MCCC – Conference Call  
Denise McCalla/Wright County – In Person  
Tom Onley/Olmsted County – Conference Call  
Dan Weber/Kanabec County – Joined later In Person

#### **Call to Order**

Vice Chair Dave Armstrong called the regular monthly meeting of the Tax Advisory Committee to order on May 20, 2010, at 9:37 a.m.

There was not a quorum at this point; but were expecting others shortly.

9:45 meeting proceeded, quorum present.

### **Approval of Agenda**

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

### **State Update**

Jason reported legislature is over; and that they would not be doing the law tour because there were not enough changes to justify the time and expense. They will be putting a summary together and sending it out. Jason will set up a meeting with vendors regarding changes to tax statements and TNT's that legislation is asking for. DOR asked for a 1 year reprieve. The issue of 2<sup>nd</sup> half due date for Ag 2a-2b properties was of concern. Any parcels that has 2a has a Nov 15 due date and all 2b would have Oct 15 due date. The Legislature is concerned that if an owner has multiple due dates that they may miss the Oct 15 due date. For 2010-2011 Counties shall not impose or shall abate penalties if a taxpayer misses an October 15 due date because some are October and some are November 15 due dates.

DOR will be asking counties to track parcels we have to deal with either by abatement or manually removing penalties.

Jason will be at the Annual Conference, but not on the agenda; he will be at the CAMA round table.

Dennis Distad asked if when the legislature looks at changes to the tax statements if they should look at a standardized form. Jason responded that they think they have one now.

Jason also reported that Gordon Folkema retires July 3. John Hagen has been selected to replace him.

### **Approval of Minutes –April 15, 2010**

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

### **Financials**

Lisa mentioned that we need to recommend budget numbers at the annual meeting. Our current budget items are:

2010 Beta Testing \$412.50/qtr

2010 Enhancement Fund \$600/qtr

2010 Data File Changes Fund \$1,000/qtr

2010 Maintenance & support \$10,423.35/qtr-2011 contracted to be \$10,944.50/qtr

Discussion followed, noting that funds are doing well. Consensus was to leave the funds the same taking the 2011 contracted into account.

## **Financial Report and Bills**

There were no bills to approve.

## **CAMA Report**

Dave Armstrong reported for Dan Weber that the CAMA committee met yesterday. They recommended a bylaw change that there be no #'s stating which group they were from (i.e. ACS, Manatron). Angie and Bob agreed they would consider another term. Gary agreed to be considered for chair. The 2a-2b committee will continue to meet.

Enhancement 2009-25 - change to class file was approved by CAMA to get a design and estimate. Enhancement 2010-04 1ac site value is being transferred from CAMA.

Currently <1ac is rounded to 1 ac going into Tax. The enhancement would have it come across as is as long as it doesn't add up to more than 1 Ac between records. Enhancement 2010-05 Manatron interface – was approved to get a design and estimate.

## **LRC Report**

They have not met.

## **EISC Report**

Pat reported they met Monday, May 17<sup>th</sup> by conference call. They had just a few issues to prioritize. There were a few quotes from ACS. EISC supports the following quotes.

2009-20- Maintain Oth names – Exclude Rel. – ACS will do this at no charge to the co-op.

Marion Paulson Joined the meeting.

A motion was made by Dennis Distad to approve 2009-20; and seconded by Kandace Johnson. Motion carried.

2009-21 – Inq. Mod COJ Payment Schedule - \$750

A motion was made by Dennis Distad to approve 2009-21; and seconded by Marion Paulson. Motion carried.

2009-23 – COJ Contract Name Entry - \$2,400

A motion was made by Karen McClellan to approve 2009-23; and seconded by Kandace Johnson. Motion carried.

2009-24 – Forfeiture Message on Inquiry - \$900

A motion was made by Dennis Distad to approve 2009-24; and seconded by Karen McClellan. Motion carried.

Pat reported there were three new enhancement requests; 2010-02 Otter Tail County Inquiry Mod C that it would display the most current year first. Committee is not

supporting at this time; but sill put on hold until they can discuss it further with Otter Tail County. 2010-03 Jackson County – Disaster credit all types are being reported on Abstract; however only some types need to be reported. The committee referred to LRC to see if this is a legislative change to an enhancement. Lana will present it to LRC. 2010-04 – Jackson County – Ag 1ac site transfer. EISC stance was to leave it to CAMA committee and TAC. CAMA did recommend it to send for a design and estimate. A motion was made by Dennis Distad to approve 2010-04 for a design and estimate. The motion was seconded by Marion Paulson.

Pat reported that they will be meeting at the Annual Conference on Tuesday, June 8, at 11 o'clock.

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

Dave Armstrong reported that the negotiating committee met yesterday. ACS announced that Joe Worley is no longer with ACS. ACS is in process of filling that position. They have also started working with Power Objects for hosting the new product. They presented a demo to the committee. They will have estimates at our meeting June 17<sup>th</sup> meeting. It was agreed that ACS and the Rewrite Committee will send out a letter inviting counties to see the demo at the Annual Conference. Dave worked on a letter with John that will go out shortly.

### **System Status Report**

Lana reported that the Manufactured Home Abstract is in programming currently. Freeborn is the only scheduled beta tester so far. Kandace Johnson, Fillmore, expressed an interest in testing. Lana will contact here when it is ready. The 2011 Duplicate Homestead File will be Beta tested by Kittson and Olmstead as soon as it is ready. The exempt abstract is currently in Alpha testing and so far only have Olmsted scheduled to beta test. Karen mentioned she will ask Dan if he would test.

Dan Weber joined the meeting.

Dan agreed to beta test exempt abstract.

Lana mentioned she has not put together the 2012 Implementation Plan yet, but will have it at our next meeting. Our data base hours are at 510.5 to date; which puts us 310.5 over the 200 allowed by contract. Lana estimated that we would be below 600 for the year; maybe even 550. She will have an update at the conference.

### **Member Issues**

None

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

### **Training**

Rural Preserve and Marshall & Swift training may come up this next year.

### **Conference Report**

Conference planning is going well. Lisa mentioned the “On your own” activities on Tuesday evening are Around the World Mini Golf and Around the World Trap Shooting.

It was brought up that the Demo is at 3:45 -5:00 and there was concern if it went late would there be an issue with the Tuesday evening activities. Lisa said they are stagger starts so there would be no problem.

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

Lisa will have Darci send an Agenda to Dave and Mark. She discussed which offices need to be elected and budget proposals. Mark will move to Past Chair, Dave will move to Chair, Karen will move to Vice Chair, and a Recording Officer will need to be elected. The Northern Region Rep Marion Paulson is up for election. Discussed open positions on the TAC committees. LRC is looking for an Auditor or Treasurer from the North.

John reported Marshall & Swift is putting in some changes that will affect how we use Marshall & Swift more information to follow.

### **Adjourn**

A motion was made by Dennis Distad to adjourn the meeting. The motion was seconded by Kandace Johnson. Motion carried.

Our next meeting is June 17, 2010, at MCCC, the negotiating committee will meet afterward.

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Minutes respectively submitted by, Karen McClellan, Kanabec County