

ADMINISTRATIVE SERVICES COMMITTEE AGENDA
(County Clerk, Historian, Real Property, Veterans and Elections)

Real Property Agenda

Date: September 5, 2023

Time: 10:30 AM

APPROVAL OF MINUTES:

- Motion to approve 7/5/2023 and 8/8/2023 minutes.

FINANCIAL:

- YTD Budget Report.
- Revenue & Expense Breakdown.
- Tax roll and tax bill preparation and printing charges
- Real Property Administrative Fees

OLD BUSINESS:

- RPTL 466-a – Firefighters exemption local law passed. Preparing brief for Town/Village Boards and School Boards.
- School taxes – School tax rolls and bills prepared, printed, and distributed.

NEW BUSINESS:

- RPSV4 data / records update for cleaner link to GIS parcel data.
- RPSV4 data / records update for accurate data display in Data Viewer.
- Reengage with shared services providing County assessing services.

PERSONNEL:

- Town of Barton Board has removed their Assessor and are moving Assessment Clerk into Assessor position.
- Real Property Office Specialist has passed Civil Service exam and is now in probationary period.

RESOLUTIONS:

- Resolution No. -23 – Establish Equalization Rates

PROCLAMATIONS:

- N/A

ADJOURNMENT:

Steven Palinosky, Real Property Director

ADMINISTRATIVE SERVICES COMMITTEE MINUTES
TIOGA COUNTY OFFICE OF REAL PROPERTY TAX SERVICES

July 5th, 2023
10:30 AM

ATTENDANCE:

LEGISLATORS: Committee Chair Mullen, Legislator Brown, Legislator Ciotoli,
Legislator Standinger

EX-OFFICIO: Legislative Chair Sauerbrey

STAFF: Legislative Clerk Haskell

GUESTS: N/A

APPROVAL OF MINUTES: Committee Chair Mullen calls for motion to approve all Department June 6th, 2023, committee meeting minutes. Motion made by Legislator Ciotoli, seconded by Legislator Brown; motion carries unanimously.

FINANCIAL: Reviewed Real Property budget YTD and June revenue/expense.

OLD BUSINESS:

- New Volunteer Firefighter and Volunteer Ambulance Worker exemption (RPTL 466-a) – Local Law to go to full Legislature, then public hearing, will potentially be passed in August. Briefly discussed certification, responsibility is on the Fire Chiefs to properly certify their member.
- Discussed latest information on changes to income calculation for Senior Citizens Exemption (RPTL 467) and Exemption for Persons with Disabilities and Limited Incomes (RPTL-459-c).
- Noted that 2023 Final Assessment Rolls are complete and posted on the County website.

NEW BUSINESS:

- In July will setup and print Village of Owego tax roll and tax bills.
- Totals will be sent to School Districts in July, followed by setup and printing of School tax rolls and tax bills in August.
- Noted that four (4) parcels from County tax foreclosure will be transferred to the Land Bank.

PERSONNEL: County Director will be on vacation July 31 – August 4.

RESOLUTIONS/PROCLAMATIONS: N/A

EXECUTIVE SESSION: N/A

ADJOURNMENT: 10:40 AM

Steven B Palinosky
Director, Tioga County Real Property Tax Services

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ADMINISTRATIVE SERVICES COMMITTEE MINUTES

TIOGA COUNTY OFFICE OF REAL PROPERTY TAX SERVICES

August 8th, 2023

10:30 AM

ATTENDANCE:

LEGISLATORS: Legislator Ciotoli, Legislator Standinger

EX-OFFICIO: Legislative Chair Sauerbrey

STAFF: Legislative Clerk Haskell, three (3) members of Treasurer's staff, two (2) members of IT staff.

GUESTS: N/A

APPROVAL OF MINUTES: Postponed due to lack of a quorum.

FINANCIAL: Reviewed Real Property budget YTD and July revenue/expense. Reviewed proposed 2024 budget, noted there are no changes from initial 2023 budget.

OLD BUSINESS:

- New Volunteer Firefighter and Volunteer Ambulance Worker exemption (RPTL 466-a) – Local Law scheduled to pass full Legislature in August. Briefly discussed Real Property Director to brief Tioga County Council of Governance. Also Real Property Director will plan to start briefing Tioga County School Boards.
- Noted that Village of Owego tax roll and tax bills were completed and delivered to the Village.
- Noted that assessment totals were sent out to the school districts.

NEW BUSINESS:

- In August school tax rolls and bills will be run.

PERSONNEL: N/A

RESOLUTIONS/PROCLAMATIONS: N/A

EXECUTIVE SESSION: N/A

ADJOURNMENT: 10:36 AM

Steven B Palinosky
Director, Tioga County Real Property Tax Services



TIOGA COUNTY, NEW YORK

Tioga County YEAR-TO-DATE BUDGET REPORT

FOR 2023 08

ACCOUNTS FOR:	ORIGINAL APPROP	TRANSFRS/ADJUSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
A General Fund							
A1355 Assessments							
A1355 412900 Tax Maps & Assessm	-24,000	0	-24,000	-3,220.95	.00	-20,779.05	13.4%*
A1355 510010 Full Time	106,966	0	106,966	61,742.40	.00	45,223.60	57.7%
A1355 520090 Computer	0	1,060	1,060	1,059.99	.00	.00	100.0%
A1355 540180 Dues	300	0	300	300.00	.00	.00	100.0%
A1355 540320 Leased/Service Equ	2,500	0	2,500	1,156.76	.00	1,343.24	46.3%
A1355 540420 Office Supplies	1,400	0	1,400	1,927.86	.00	472.14	66.3%
A1355 540450 Payment To State	10,650	0	10,650	.00	.00	10,650.00	.0%
A1355 540480 Postage	200	0	200	51.90	.00	148.10	26.0%
A1355 540650 Taxes	3,000	-1,060	1,940	435.90	.00	1,504.11	22.5%
A1355 540731 Training/State Req	400	0	400	225.00	.00	175.00	56.3%
A1355 540733 Training/All Other	1,500	0	1,500	478.91	.00	1,021.09	31.9%
A1355 581088 State Retirement F	10,331	0	10,331	6,726.23	.00	3,604.87	65.1%
A1355 583088 Social Security Fr	7,629	0	7,629	4,748.91	.00	2,879.75	62.3%
A1355 584088 Worker's Compensat	2,449	0	2,449	1,518.07	.00	930.61	62.0%
A1355 585588 Disability Insuran	136	0	136	80.91	.00	54.81	59.6%
A1355 586088 Health Insurance F	25,721	0	25,721	14,401.52	.00	11,318.98	56.0%
A1355 588988 Eap Fringe	29	0	29	18.91	.00	10.21	64.9%
TOTAL Assessments	149,210	0	149,210	90,652.32	.00	58,557.46	60.8%
TOTAL General Fund	149,210	0	149,210	90,652.32	.00	58,557.46	60.8%
TOTAL REVENUES	-24,000	0	-24,000	-3,220.95	.00	-20,779.05	
TOTAL EXPENSES	173,210	0	173,210	93,873.27	.00	79,336.51	

**Real Property Revenue and Expense Breakdown
September 2023**

Account	Amount	Description
540320		
Leased Service Equipment	\$146.92	Xerox Copier
540420		
Office Supplies	\$435.90	Staples
Total Expenses	\$582.82	
Income Sources		
Maps & Printouts to Public	\$3.00	September Cash Revenue
Total Revenue	\$3.00	

REFERRED TO:

ADMINISTRATIVE SERVICES COMMITTEE

RESOLUTION NO. -23

ESTABLISH EQUALIZATION RATES

RESOLVED: That under the provisions of Section 804 of the Real Property Tax Law, equalization rates for the purpose of apportioning 2023 County taxes among the several Towns are hereby established as follows:

Town of Barton	60.00
Town of Berkshire	76.00
Town of Candor	72.50
Town of Newark Valley	49.00
Town of Nichols	21.00
Town of Owego	54.00
Town of Richford	80.50
Town of Spencer	86.00
Town of Tioga	4.50