

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

Real Property Agenda

Date: September 3, 2024

Time: 10:30 AM

APPROVAL OF MINUTES:

- Motion to approve 8/6/2024 minutes.

FINANCIAL:

- YTD Budget Report.
- August Revenue & Expense Breakdown.

OLD BUSINESS:

- School tax rolls and bills complete.
- Assessor Eagleview training update.

NEW BUSINESS:

- Northern Tioga Ag District 8-year review update.

PERSONNEL:

- Newark Valley Assessor Doug Barton has resigned. The Town has appointed Terie Huseby as their new Assessor, effective 1 September.
- Office Specialist Karen Hall to be appointed Assessor for Towns of Erin and Baldwin in Chemung County.

RESOLUTIONS:

- I18-Establish Equalization Rates

PROCLAMATIONS:

- N/A

ADJOURNMENT:

Steven Palinosky, CCD
Real Property Director

ADMINISTRATIVE SERVICES COMMITTEE MINUTES

TIOGA COUNTY OFFICE OF REAL PROPERTY TAX SERVICES

August 6th, 2024

ATTENDANCE:

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

EX-OFFICIO: Legislative Chair Sauerbrey

STAFF: County Administrator Bailey, Legislative Clerk Haskell

GUESTS: N/A

APPROVAL OF MINUTES: Motion to approve July 2nd, 2024, committee meeting minutes. Motion made by Legislator Standinger, seconded by Legislator Brown; motion carries unanimously.

FINANCIAL:

- Reviewed Real Property budget YTD and July revenue/expense.
- Reviewed proposed 2025 budget. Discussed adjustments in dues, training, and office supply budget lines. Confirmed that there is no increase in total of all #540 budget lines.

OLD BUSINESS:

- Village of Owego tax roll and tax bills have been run and printed.
- Eagleview training for Assessors is planned for August.

NEW BUSINESS:

- School tax rolls and bills will be done in August.
- Strategic plan update – currently gathering data to help draft a plan for the County to provide assessing services as needed to municipalities.
- 8-year review of the Northern Tioga Ag District is upcoming.

PERSONNEL: Newark Valley Assessor has submitted resignation.

RESOLUTIONS/PROCLAMATIONS: N/A

EXECUTIVE SESSION: N/A

ADJOURNMENT: 10:55 AM

Steven B Palinosky, CCD, Director, Tioga County Real Property Tax Services



TIOGA COUNTY, NEW YORK

Tioga County YEAR-TO-DATE BUDGET REPORT

FOR 2024_08

ACCOUNTS FOR:	ORIGINAL APPROP.	TRANSFERS/ADJUSTMENTS	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	-3,026.60	.00	-20,973.40	12.6%*
A1355 510010 Full Time	111,294	0	111,294	67,966.32	.00	43,327.68	61.1%
A1355 540180 Dues	2,300	125	2,425	1,425.00	.00	1,000.00	100.0%
A1355 540320 Leased/Service Equ	1,400	-125	1,275	1,082.80	84.01	1,208.19	49.1%
A1355 540420 Office Supplies	10,650	0	10,650	1,175.03	301.32	923.65	34.0%
A1355 540450 Payment To State	3,200	0	3,200	27.03	.00	10,650.00	0%
A1355 540480 Postage	3,400	0	3,400	258.02	.00	172.97	13.5%
A1355 540650 Taxes	1,500	0	1,500	300.00	.00	2,741.98	8.6%
A1355 540731 Training/State Req	8,234	0	8,234	455.02	.00	100.00	75.0%
A1355 540733 Training/All Other	0	697	697	9,235.31	.00	1,044.98	30.3%
A1355 581088 State Retirement F	0	6,549	6,549	5,296.82	.00	-323.89	103.6%*
A1355 583088 Social Security Fr	0	2,096	2,096	1,562.64	.00	1,251.89	80.9%
A1355 584088 Worker's Compensat	0	111	111	88.74	.00	533.13	74.6%
A1355 585388 Disability Insuran	3,952	16,788	20,740	18,680.62	.00	22.30	79.9%
A1355 586088 Health Insurance F	0	28	28	20.74	.00	2,059.76	90.1%
A1355 588988 Eap Fringe	0	28	28	20.74	.00	6.82	75.3%
TOTAL Assessments	119,430	26,269	145,699	102,567.49	385.33	42,746.06	70.7%
TOTAL General Fund	119,430	26,269	145,699	102,567.49	385.33	42,746.06	70.7%
TOTAL REVENUES	-24,000	0	-24,000	-3,026.60	.00	-20,973.40	
TOTAL EXPENSES	143,430	26,269	169,699	105,594.09	385.33	63,719.46	



TIOGA COUNTY, NEW YORK

Tioga County YEAR-TO-DATE BUDGET REPORT

FOR 2024 '03

	ORIGINAL APPROP	TRANSERS/ ADJSTMS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
GRAND TOTAL	119,430	26,269	145,699	102,567.49	385.33	42,746.06	70.7%

** END OF REPORT - Generated by Palinosky, Steven **

Real Property Revenue and Expense Breakdown August 2024

Account	Amount	Description
320		
Leased Service Equipment	\$148.93	Xerox Copier
420		
Office Supplies	\$301.32	Staples
Total Expenses	\$450.25	
Income Sources		
Tax Maps & Copies	\$3.00	July Cash Revenue
	\$15.00	Walk-in Check
	\$35.00	Walk-in Check
School Tax RPS Files	\$525.00	Lereta
Tax Bill Printing	\$1,013.35	Village of Owego
Total Revenue	\$1,591.35	

REFERRED TO: ADMINISTRATIVE SERVICES COMMITTEE

RESOLUTION NO. -24 ESTABLISH EQUALIZATION RATES

RESOLVED: That under the provisions of Section 804 of the Real Property Tax Law, equalization rates for the purpose of apportioning 2025 County taxes among the several Towns are hereby established as follows:

Town of Barton	60.50
Town of Berkshire	71.00
Town of Candor	66.70
Town of Newark Valley	47.00
Town of Nichols	18.40
Town of Owego	53.50
Town of Richford	74.50
Town of Spencer	79.00
Town of Tioga	4.50