

ADMINISTRATIVE SERVICES COMMITTEE MINUTES

TIOGA COUNTY OFFICE OF REAL PROPERTY TAX

April 5, 2022

ATTENDANCE:

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

EX-OFFICIO: Chair Sauerbrey

STAFF: Peter DeWind, County Attorney

GUESTS: N/A

APPROVAL OF MINUTES: Motion to approve March 8, 2022 committee meeting minutes. Motion was made by Legislator Standinger, and seconded by Legislator Hollenbeck; all in favor Aye. Carried.

FINANCIAL: Real Property revenue through March 31, 2022 is \$ 992.80. Please refer to attached breakdown for February expenses and revenues.

OLD BUSINESS: Preparing for BAR training. There will be 7 attending the training this year.

NEW BUSINESS: Preparing to finalize and print 2022 tax maps for March 1, 2022.

PERSONNEL: Terie Huseby last day is April 15, 2022. She has accepted a new position as Sole Assessor for the City of Binghamton.

RESOLUTIONS/PROCLAMATIONS: D02 – Authorize Creation and fill of Acting Director for Real Property Department. Steven Palinosky is highly recommended to fill the position. Salary reflects that besides doing Real Property Director work, he will also be doing tax technician work as well.

EXECUTIVE SESSION: N/A

ADJOURNMENT: 10:40AM

Terie Huseby, CCD, Director
Tioga County Real Property Tax Service