

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

Real Property Agenda

Date: December 2nd, 2025

Time: 10:30 AM

APPROVAL OF MINUTES:

- Motion to approve 11/4/2025 minutes.

FINANCIAL:

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

OLD BUSINESS:

- Ready for Town & County taxes.
- Millenium Pipeline Article 7 filing:
 - 13 parcels over 4 Towns, over \$62 million in market value, generated almost \$1.5 million in tax revenue in 2025.
 - Additional filings – 59 parcels over 24 Towns in 6 other Counties.
 - Towns contesting or settling:
 - Barton – Most likely contesting.
 - Owego – Contesting.
 - Spencer – Settling.
 - Tioga – No decision currently.

NEW BUSINESS:

- Strategic Plan Update:
 - FY2025 – No Objectives
 - FY2026 Pending Objectives:
 - Accessibility to Services Objectives:
 - Implement NY State RPS Online Database.
 - Workforce Objectives:
 - Evaluate and implement opportunities to improve support and collaboration with Assessors.
 - Community Partnership Objectives:
 - Explore options of providing County assessing services to Towns.

PERSONNEL: N/A

RESOLUTIONS: N/A

PROCLAMATIONS: N/A

ADJOURNMENT:

Steven Palinosky, CCD
Real Property Director

ADMINISTRATIVE SERVICES COMMITTEE MINUTES

TIOGA COUNTY OFFICE OF REAL PROPERTY TAX SERVICES

November 4th, 2025

ATTENDANCE:

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

EX-OFFICIO: Legislature Chair Sauerbrey

STAFF: County Administrator Bailey, Legislative Clerk Haskell

GUESTS: N/A

APPROVAL OF MINUTES: Motion to approve October 7th, 2025, committee meeting minutes, motion made by Legislator Monell, seconded by Legislator Ciotoli; motion carries unanimously.

FINANCIAL:

- Reviewed Real Property budget YTD and October revenue/expense. Reviewed some budget details and outstanding invoices. Noted an estimated \$3,000 increase in revenue over last year.

OLD BUSINESS:

- RPS Online - Hamilton County is currently transitioning to RPS Online. Tioga County has officially requested to be one of the early ones to migrate to the new platform.
- Real Property Data Viewer – Imagemate Online has been retired.

NEW BUSINESS:

- Final totals for Town & County taxes have been run and sent to the Treasurer, Budget Officer, and Towns.

PERSONNEL:

RESOLUTIONS/PROCLAMATIONS:

- K14-Adopt State Equalization Reports.

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 2025 11

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	-27,646.20	.00	3,646.20	115.2%
A1355 510010 Full Time	116,018	0	116,018	101,350.46	.00	14,667.54	87.4%
A1355 540180 Dues	525	0	525	475.00	.00	50.00	90.5%
A1355 540320 Leased/Service Equ	2,400	-1,450	950	909.84	.00	40.44	95.7%
A1355 540420 Office Supplies	4,000	0	4,000	1,370.29	.00	2,629.71	34.3%
A1355 540450 Payment To State	10,650	0	10,650	10,650.00	.00	.00	100.0%
A1355 540480 Postage	175	0	175	80.47	.00	94.53	46.0%
A1355 540485 Printing/Paper	0	1,296	1,296	1,048.57	.00	247.15	80.9%
A1355 540731 Training/State Req	1,200	0	1,200	1,089.28	.00	110.72	90.8%
A1355 540733 Training/All Other	1,000	154	1,154	1,154.00	.00	.00	100.0%
A1355 581088 State Retirement F	14,156	0	14,156	11,774.40	.00	2,381.60	83.2%
A1355 583088 Social Security Fr	8,514	0	8,514	7,818.04	.00	695.96	91.8%
A1355 584088 Worker's Compensat	2,390	0	2,390	2,148.96	.00	241.04	89.9%
A1355 585588 Disability Insuran	136	0	136	106.56	.00	29.44	78.4%
A1355 586088 Health Insurance F	28,570	0	28,570	27,736.32	.00	833.68	97.1%
A1355 588988 Eap Fringe	32	0	32	28.32	.00	3.68	88.5%
TOTAL Assessments	165,766	0	165,766	140,094.31	.00	25,671.69	84.5%
TOTAL General Fund	165,766	0	165,766	140,094.31	.00	25,671.69	84.5%
TOTAL REVENUES	-24,000	0	-24,000	-27,646.20	.00	3,646.20	
TOTAL EXPENSES	189,766	0	189,766	167,740.51	.00	22,025.49	



TIOGA COUNTY, NEW YORK

Tioga County
YEAR-TO-DATE BUDGET REPORT

FOR 2025 11

	ORIGINAL APPROP	TRANSFRS/ ADJUSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
GRAND TOTAL	165,766	0	165,766	140,094.31	.00	25,671.69	84.5%

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

Real Property Revenue and Expense Breakdown November 2025

Account	Amount	Description
420		
Office Supplies	\$921.45	Staples
485		
Printing/Paper	\$5.98	Xerox Copier
	\$369.28	Staples
731		
Training/State Req	\$23.85	Fuel for Conference Travel
Total Expenses	\$1,320.56	
Income Sources		
Tax Maps & Copies	\$17.00	November Cash Revenue
	\$20.00	Walk-in Check
School Tax Rolls	\$300.00	GST BOCES - 2 Rolls
	\$450.00	TST BOCES - 3 Rolls
Total Revenue	\$787.00	

County of Tioga
Strategic Plan Project Owner Status Report
Project Owner: Real Property | January 2026 Update

Taxpayer Value Objectives

None

Project Owner:

Quarter 1 Milestone

\$

STATUS:

Quarter 2 Milestone

\$

STATUS:

Quarter 3 Milestone

\$

STATUS:

Quarter 4 Milestone

\$

STATUS:

NOTES: REQUESTS FOR ADDITIONAL RESOURCES/CHANGES/ADDITIONS:

Accessibility to Services Objectives

Implement NY State RPS Online Database

Project Owner: Real Property

Quarter 1 Milestone

STATUS:

Pending

Conduct RPS Online Training (State ORPTS Assisted)

Quarter 2 Milestone

STATUS:

Pending

Transition from RPSV4 to RPS Online

Quarter 3 Milestone

STATUS:

Pending

Provide RPS Online access to other Departments

Quarter 4 Milestone

STATUS:

Pending

Explore other opportunities to leverage the new application

NOTES: REQUESTS FOR ADDITIONAL RESOURCES/CHANGES/ADDITIONS:

Workforce Objectives

Evaluate and Implement Opportunities to Improve Support and Collaboration with Town Assessors

Project Owner: Real Property

Quarter 1 Milestone

STATUS:

Pending

Conduct a meeting with Town Assessors to identify support shortfalls and potential collaboration opportunities

Quarter 2 Milestone

STATUS:

Pending

Establish and implement procedures to address those areas that are identified

Quarter 3 Milestone

STATUS:

Pending

TBD

Quarter 4 Milestone

STATUS:

Pending

TBD

This is a consolidation of the two previously identified workforce objectives.

Community Partnership Objectives

Explore Options of Providing County Assessing Services to Towns

Project Owner: Real Property	
Quarter 1 Milestone	STATUS: Pending
Gather input from Town Assessors and Supervisors	
Review policies and documentation from other Counties	
Quarter 2 Milestone	STATUS: Pending
Identify staffing options	
Identify logistical requirements	
Quarter 3 Milestone	STATUS: Pending
Determine financial impact on County and Town	
Quarter 4 Milestone	STATUS: Pending
Draft a County assessing plan for possible scenarios	

NOTES: REQUESTS FOR ADDITIONAL RESOURCES/CHANGES/ADDITIONS:

Last edit 11/26/2025