

## ADMINISTRATIVE SERVICES COMMITTEE MINUTES

### TIOGA COUNTY OFFICE OF REAL PROPERTY TAX SERVICES

November 4<sup>th</sup>, 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 7<sup>th</sup>, 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