

TIOGA COUNTY CLERK

ANNUAL REPORT

FOR 2022

DEPOSITORIES

TIOGA COUNTY CLERK

CHEMUNG CANAL TRUST

Motor Vehicle Account

Sales Tax Account

Exchange Account

M & T BANK

Miscellaneous Court Account

TIOGA STATE BANK

Fee Account

Fee Money Market

Mortgage Tax Account

Mortgage Tax Money Market

Transfer Tax Account

Transfer Tax Money Market

eAccount

I. RECORDINGS

Deeds, Mortgages, Miscellaneous Recordings

Total Recording Fees Retained by Tioga County 2022 \$265,543.10

II. MISCELLANEOUS FILINGS

Passport Applications & Photos, UCC Filings, Copies & Certified Copies, Transcripts of Judgment, Liens, and other Miscellaneous Filings such as Building & Loans, Affidavits, DBA's, Survey Maps

Total Misc. Filing Fees Retained by Tioga County 2022 \$101,379.28

III. COURT FEES

Index Numbers, Notes of Issue, RJI's, Notices of Appeal, Motions, Stipulations of Discontinuance

Total Court Fees Retained by Tioga County 2022 \$13,755.00

Total Court Fees Forwarded to New York State 2022 \$148,615.00

IV. REAL ESTATE TRANSFER TAX

Total Real Estate Transfer Tax Allowance Tioga County 2022 \$1,739.18

Total Real Estate Transfer Tax Forwarded to NYS 2022 \$631,540.00

V. MORTGAGE TAX

Total Mortgage Tax to Tioga County Towns 2022	\$968,561.60
Total Mortgage Tax Forwarded to SONYMA 2022	\$387,516.00

VI. COUNTY CLERK FEE

Mortgage Tax Administration Allowance 2022	\$149,395.50
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VII. FINES – COURT COSTS

Fines/STOP DWI, NYS Surcharges, SCAR, Miscellaneous Fines

Fines Retained by Tioga County 2022	\$10,615.00
Fines Forwarded to New York State 2022	\$15,722.97

VIII. MOTOR VEHICLE

Fees and Sales Tax Retained by Tioga County 2022	\$326,405.27
Auto Use Fee and Portion of Online Transactions 2022	\$345,767.56

IX. SURCHARGE

Fees Collected on Court and Land Transactions

Retained by Tioga County 2022	\$5,658.00
Forwarded to New York State Cultural Education Fund	\$107,464.00

X. EQUALIZATION AND ASSESSMENT

Fees Retained by Tioga County 2022	\$14,490.00
Fees Forwarded to NYS Div. of Equalization & Assessment	\$146,160.00

XI. NYS NOTARY FEES

Notary Fees Retained by Tioga County 2022 **\$2,760.00**

Notary Fees Forwarded to New York State 2022 **\$5,520.00**

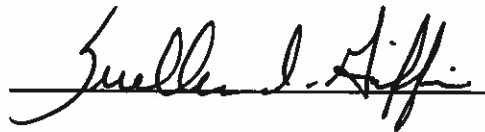
I, Andrea L. Klett, being duly sworn, state that I am the Clerk of the County of Tioga and that the foregoing statement is in all respect a full and true statement as required by Section 201 of the County Law and all monies received each day by said Clerk, or my assistants, for fees, perquisites, and emoluments for all services rendered by me or said assistants in their official capacity, for the year 2022.



Andrea L. Klett

Tioga County Clerk

Sworn to before me this 15th day of February, 2023



Suellen I Griffin
Notary Public, State of New York
Lic. #04GR6346644
Qualified In Tioga County
Commission Expires: 8-15-2024

2022 HIGHLIGHTS

- **2022 brought an end to the worst of the pandemic. As a result, the DMV and the County Clerk's Office returned to routine operations.**
- **With travel restrictions being relaxed or rescinded, the Clerk's Office saw a large increase in passport applications and photos. Passport applications increased by 60% and the passport photo service increased by 40%.**
- **The total 2022 revenue from the Clerk's Office was about 8% over 2021. The DMV did not perform as well. The overall revenue for 2022 declined by about 7% compared to 2021. This is due to the supply chain issues that created a shortage of new and used vehicles.**
- **In May of 2022, the Department of Homeland Security and the NYS DMV announced that the deadline to obtain Real ID compliant documents for boarding domestic flights would be May 3, 2023. On December 5th 2022, the Department of Homeland Security once again pushed out the deadline for Real ID compliance. The new deadline is May 7, 2025.**

Here are the highlights of the Assets and Records Management Program from the Director of Assets and Records Management:

- **The year 2022 brought a change in the position of the Director of Records and Assets Management and, therefore, a complete inventory review of all 2552 cubic feet of County records was done to bring all the records information up to date. The records department accessioned an additional 201 cubic feet of records, destroyed 295 cubic feet of obsolete records, processed internal requests for 110 records and 11 external requests.**
- **Administration of the County's non-capital fixed assets continued as well. In 2022, 349 assets were added to Munis, 218 were retired and 22 were transferred.**
- **A major initiative in records management in 2022 has been the conversion of the records management Excel workbook into the ArcGIS Pro database. The GIS department has been working with Records**

Management to learn the new software and will continue to do so throughout this transition. Transitioning to the database will help Records Management excel at facilitating retrieval of information while maintaining consistency, data integrity, speed, and security.

Goals for 2023:

- **To continue the transition of the records management Excel workbook into the ArcGIS Pro database.**
- **To meet with each department to better understand their needs and review the County's policies and procedures regarding their records.**
- **To meet with the IT department to expand on current electronic records management, policy, and procedures.**