

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

Real Property Agenda

Date: July 5, 2022

Time: 10:30 AM

APPROVAL OF MINUTES:

- Motion to approve 06/07/2022 minutes.

FINANCIAL:

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

OLD BUSINESS:

- 2022 Final Assessment Rolls complete and posted.

NEW BUSINESS:

- In July will prepare and print Village of Owego tax bills.
- In August will prepare and print School tax bills.
- Technical issue with Village of Waverly Veterans Exemptions.

PERSONNEL:

- Melanie Stewart is new Barton Assessor.
- Steve on vacation 18-24 August.

RESOLUTIONS:

- N/A

PROCLAMATIONS:

- N/A

ADJOURNMENT:

Steven Palinosky, Acting Director
Real Property Tax Services

ADMINISTRATIVE SERVICES COMMITTEE MINUTES

TIOGA COUNTY OFFICE OF REAL PROPERTY TAX

June 7, 2022

ATTENDANCE:

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

EX-OFFICIO: Chair Sauerbrey

STAFF: Cathy Haskell, Legislative Clerk

GUESTS: N/A

APPROVAL OF MINUTES: Motion to approve April 5, 2022 committee meeting minutes. Motion was made by Legislator Standinger, and seconded by Legislator Brown; motion carries unanimously.

FINANCIAL: Real Property budget YTD and May revenue/expense reviewed.

OLD BUSINESS:

- BAR training completed.
- Village tax rolls and bills completed for Villages of Candor, Nichols, Spencer, Waverly.
- Formal grievance complete for all Towns.

NEW BUSINESS:

- June – Finalize assessment rolls
- July – Prepare and print tax roll and tax bills for Village of Owego.
- August – Prepare and print school tax bills.

PERSONNEL:

- New Owego Assessor is Rick Pedro.
- Barton Assessor MaryJo LeClaire retiring effective 07/01/2022, replacement TBD.

RESOLUTIONS/PROCLAMATIONS: None

EXECUTIVE SESSION: N/A

ADJOURNMENT: 11:30 AM

Steven B Palinosky, Acting Director
Tioga County Real Property Tax Service



TIOGA COUNTY, NEW YORK

Tioga County YEAR-TO-DATE BUDGET REPORT

FOR 2022-07

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	-2,032.40	.00	-21,967.60	8.5%*
A1355 510010 Full Time	108,761	0	108,761	55,985.52	.00	52,775.48	51.5%
A1355 540180 Dues	200	0	200	175.00	.00	25.00	87.5%
A1355 540320 Leased/Service Equ	3,000	0	3,000	896.08	.00	2,103.92	29.9%
A1355 540420 Office Supplies	1,400	0	1,400	848.35	.00	551.65	60.6%
A1355 540450 Payment To State	10,650	0	10,650	.00	.00	10,650.00	0%
A1355 540480 Postage	200	0	200	18.48	.00	181.52	9.2%
A1355 540650 Taxes	3,000	0	3,000	245.74	.00	2,754.26	8.2%
A1355 540731 Training/State Req	400	0	400	.00	.00	400.00	0%
A1355 540733 Training/All Other	1,500	0	1,500	189.00	.00	1,311.00	12.6%
A1355 581088 State Retirement F	10,331	0	10,331	5,230.40	.00	5,100.70	50.6%
A1355 583088 Social Security Fr	7,629	0	7,629	4,483.31	.00	3,143.35	58.8%
A1355 584088 Worker's Compensat	2,449	0	2,449	1,077.34	.00	1,371.34	44.0%
A1355 585588 Disability Insuran	136	0	136	57.42	.00	78.30	42.3%
A1355 586088 Health Insurance F	25,721	0	25,721	8,741.88	.00	16,978.62	34.0%
A1355 588988 Eap Fringe	29	0	29	12.32	.00	16.80	42.3%
TOTAL Assessments	151,405	0	151,405	75,930.44	.00	75,474.34	50.2%
TOTAL General Fund	151,405	0	151,405	75,930.44	.00	75,474.34	50.2%
TOTAL REVENUES	-24,000	0	-24,000	-2,032.40	.00	-21,967.60	
TOTAL EXPENSES	175,405	0	175,405	77,962.84	.00	97,441.94	

Tioga County Real Property
Revenue/Expense Breakdown June 2022

Acct	Amount	Expense Description
320		
Leased Service Equipment	\$151.84	Xerox Copier Charges
420		
Office Supplies	\$124.88	Staples
Total Expenses	\$276.72	
Income Sources		
Maps to Public/Appraisers/Realtors	\$30.00	June Cash Revenue
Village Tax Bills	\$214.50	Village of Candor
	\$149.50	Village of Nichols
Total Revenue	\$394.00	