

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

Real Property Agenda

Date: June 3, 2025

Time: 10:30 AM

APPROVAL OF MINUTES:

- Motion to approve 5/6/2025 minutes.

FINANCIAL:

- YTD Budget Report.
- May Revenue & Expense Breakdown.
- Lereta no longer paying for RPS extracts.

OLD BUSINESS:

- Image Mate to Beacon conversion – Beacon to go live on the County website June 4, will run concurrent with Image Mate for now.
- Villages of Candor, Nichols, Spencer, Waverly – Village tax rolls and bills set up and printed, collection begins June 1.

NEW BUSINESS:

- Grievance day complete.
- Final roll July 1.
- Apportioned tax bill issues.

PERSONNEL: Director on vacation June 22 – July 16.

RESOLUTIONS: F27-Omitted Tax – 32 Lyman Ave, Village of Waverly

PROCLAMATIONS: N/A

ADJOURNMENT:

Steven Palinosky, CCD
Real Property Director

ADMINISTRATIVE SERVICES COMMITTEE MINUTES

TIOGA COUNTY OFFICE OF REAL PROPERTY TAX SERVICES

May 6th, 2025

ATTENDANCE:

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

EX-OFFICIO:

STAFF: County Administrator Bailey, Legislative Clerk Haskell

GUESTS: N/A

APPROVAL OF MINUTES: Motion to approve April 8th, 2025, committee meeting minutes. Motion made by Legislator Ciotoli, seconded by Legislator Monell; motion carries unanimously.

FINANCIAL:

- Reviewed Real Property budget YTD and April revenue/expense.

OLD BUSINESS:

- Noted that there will be a live demo on conversion of SDG Image Mate to Schneider Geospatial Beacon on May 8th.

NEW BUSINESS:

- Noted that tentative assessment rolls have been completed and posted.
- Noted that all newly appointed and reappointed Town Board of Assessment Review members have been trained and are prepared for grievance day.

PERSONNEL: Noted that OS III Karen Hall will be attending Cornell Seminar for Assessors in July on a scholarship.

RESOLUTIONS/PROCLAMATIONS: N/A

EXECUTIVE SESSION: N/A

ADJOURNMENT: 10:50 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_05

| ACCOUNTS FOR: A General Fund | ORIGINAL APPROP | TRANSFRS/ ADJUSTMTS | REVISED BUDGET | YTD ACTUAL | ENCUMBRANCES | AVAILABLE BUDGET | PCT USE/COL |
|---------------------------------|--------------------|------------------------|-------------------|------------------|--------------|---------------------|----------------|
| A1355 Assessments | | | | | | | |
| A1355 412900 Tax Maps & Assessm | -24,000 | 0 | -24,000 | -1,940.00 | .00 | -22,060.00 | 8.1%* |
| A1355 510010 Full Time | 116,018 | 0 | 116,018 | 43,562.91 | .00 | 72,455.09 | 37.5% |
| A1355 540180 Dues | 525 | 0 | 525 | 475.00 | .00 | 50.00 | 90.5% |
| A1355 540320 Leased/Service Equ | 2,400 | 0 | 2,400 | 647.05 | .00 | 1,752.95 | 27.0% |
| A1355 540420 Office Supplies | 4,000 | 0 | 4,000 | 411.62 | .00 | 3,588.38 | 10.3% |
| A1355 540450 Payment To State | 10,650 | 0 | 10,650 | | .00 | 10,650.00 | .0% |
| A1355 540480 Postage | 175 | 0 | 175 | 7.63 | .00 | 167.37 | 4.4% |
| A1355 540731 Training/State Req | 1,200 | 0 | 1,200 | 408.43 | .00 | 791.57 | 34.0% |
| A1355 540733 Training/All Other | 1,000 | 0 | 1,000 | 555.00 | .00 | 445.00 | 55.5% |
| A1355 581088 State Retirement F | 14,156 | 0 | 14,156 | 5,396.60 | .00 | 8,759.40 | 38.1% |
| A1355 583088 Social Security Fr | 8,514 | 0 | 8,514 | 3,573.46 | .00 | 4,940.54 | 42.0% |
| A1355 584088 Worker's Compensat | 2,390 | 0 | 2,390 | 3,984.94 | .00 | 1,405.06 | 41.2% |
| A1355 585588 Disability Insuran | 136 | 0 | 136 | 48.84 | .00 | 87.16 | 35.9% |
| A1355 586088 Health Insurance F | 28,570 | 0 | 28,570 | 12,712.48 | .00 | 15,857.52 | 44.5% |
| A1355 588988 Eap Fringe | 32 | 0 | 32 | 12.98 | .00 | 19.02 | 40.6% |
| TOTAL Assessments | 165,766 | 0 | 165,766 | 66,856.94 | .00 | 98,909.06 | 40.3% |
| TOTAL General Fund | 165,766 | 0 | 165,766 | 66,856.94 | .00 | 98,909.06 | 40.3% |
| TOTAL REVENUES | -24,000 | 0 | -24,000 | -1,940.00 | .00 | -22,060.00 | |
| TOTAL EXPENSES | 189,766 | 0 | 189,766 | 68,796.94 | .00 | 120,969.06 | |



TIOGA COUNTY, NEW YORK

Tioga County YEAR-TO-DATE BUDGET REPORT

FOR 2025 '05

| | ORIGINAL APPROP | TRANSFRS/ADJUSTMNTS | REVISED BUDGET | YTD ACTUAL | ENCUMBRANCES | AVAILABLE BUDGET | PCT USE/COL |
|-------------|-----------------|---------------------|----------------|------------|--------------|------------------|-------------|
| GRAND TOTAL | 165,766 | 0 | 165,766 | 66,856.94 | .00 | 98,909.06 | 40.3% |

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

Real Property Revenue and Expense Breakdown May 2025

| Account | Amount | Description |
|--------------------------|----------|--------------------|
| Total Expenses | \$0.00 | |
| Income Sources | | |
| Tax Maps & Copies | \$5.00 | April Cash Revenue |
| Tax Roll & Bill Printing | \$317.65 | Village of Nichols |
| | \$422.05 | Village of Spencer |
| Total Revenue | \$744.70 | |

REFERRED TO:

ADMINISTRATIVE SERVICES COMMITTEE
FINANCE COMMITTEE

RESOLUTION NO. -25

OMITTED TAX
TIOGA COUNTY
TOWN OF BARTON
BARTON FIRE DISTRICT
VILLAGE OF WAVERLY

WHEREAS: Parcel 166.11-1-55 located at 32 Lyman Avenue in the Village of Waverly was acquired by the Tioga County Property Development Corporation (Land Bank) in July of 2023 and was moved to the wholly exempt section of the assessment roll at that time; and

WHEREAS: This parcel was acquired from the Land Bank by Southern Tier Enterprise Group, Inc in October of 2024 and should have been moved back to the taxable section of the assessment roll at that time but was not; and

WHEREAS: Due to this error a 2025 Town & County tax bill should have been generated for the parcel but was not; and

WHEREAS: Due to this error a 2025 Village tax bill was issued but with only a water relevy and without a Village tax line; and

WHEREAS: This meets the criteria of an error in essential fact per RPTL 550 paragraph 3 (e); therefore be it

RESOLVED: That an omitted tax be levied on this parcel on the 2026 Town & County tax bill as follows:

| | |
|-------------|------------|
| County tax: | \$926.06 |
| Town tax: | \$225.27 |
| Fire tax: | \$99.65 |
| | |
| Total tax: | \$1,250.98 |

and be it further

RESOLVED: That an omitted tax be levied on this parcel on the 2026 Village tax bill for the amount of \$1,372.70.