

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

Real Property Agenda

Date: February 7, 2023

Time: 10:30 AM

APPROVAL OF MINUTES:

- Motion to approve 1/3/2023 minutes.

FINANCIAL:

- YTD Budget Report.
- Revenue & Expense Breakdown.

OLD BUSINESS:

- Town & County tax bills.
- Second notice for senior exemption legislation.
 - Information sent to Assessors, Town Supervisors, and Town Clerks.
 - Real Property printed postcards, Towns labelled and paid postage.
 - Printed postcards for 6 Towns, 1 Town declined postcards, 2 Towns did not reply.

NEW BUSINESS:

- Village of Newark Valley tax bills.
- RPTL 466-a - Volunteer Firefighter and Volunteer Ambulance Worker Exemption

PERSONNEL:

- Office Specialist III – Hired Karen Hall, former Nichols Town Clerk. She started January 30.
- County Director to NYSACDRPTS Winter Conference in Albany 27 February – 1 March.

RESOLUTIONS:

- N/A

PROCLAMATIONS:

- N/A

ADJOURNMENT:

Steven Palinosky, Real Property Director

ADMINISTRATIVE SERVICES COMMITTEE MINUTES

TIOGA COUNTY OFFICE OF REAL PROPERTY TAX SERVICES

January 3rd, 2023

ATTENDANCE:

LEGISLATORS: Committee Chair Ciotoli, Legislator Brown,
Legislator Standinger

EX-OFFICIO: N/A

STAFF: N/A

GUESTS: N/A

APPROVAL OF MINUTES: Motion to approve December 6, 2022, committee meeting minutes. Motion made by Legislator Standinger, seconded by Legislator Brown; motion carries unanimously.

FINANCIAL: Reviewed Real Property budget YTD and December revenue/expense. Briefly discussed annual RPS fees, only waiting for Town of Berkshire payment.

OLD BUSINESS:

- Town & County tax bill printing complete – 25,465 total bills:
 - o Roll section 1 - 18,868 non-escrow and 5931 escrow bills
 - o Roll sections 3-9 - 666 bills.

NEW BUSINESS:

- Discussed new legislation requiring second notices be sent out to seniors who may qualify for senior aged exemption.
 - o Currently 353 seniors countywide are receiving this exemption.
 - o Based on STAR report 9 from October (seniors with income of \$58,000 or less, another 2,781 may be eligible if County and/or Towns and/or Villages and/or school districts adopt a higher scale.
 - o Reviewed the current County exemption scale and the new maximum eligible amount adopted by the State.
 - o Briefly discussed taking a look at making adjustments to the scale.
- Briefly discussed STAR / STAR credit programs.

PERSONNEL:

- Office Specialist hiring
 - o 5 applicants
 - o Interviews on January 11th.

RESOLUTIONS/PROCLAMATIONS: N/A

EXECUTIVE SESSION: N/A

ADJOURNMENT: 10:36 AM

Steven B Palinosky
Director, Tioga County Real Property Tax Services

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TIOGA COUNTY, NEW YORK

Tioga County YEAR-TO-DATE BUDGET REPORT

FOR 2023 02

ACCOUNTS FOR:	ORIGINAL APPROP	TRANSFERS/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	-715.00	.00	-23,285.00	3.0%
A1355 510010 Full Time	106,966	0	106,966	2,612.50	.00	104,353.50	2.4%
A1355 540180 Dues	300	0	300	.00	.00	300.00	.0%
A1355 540320 Leased/Service Equ	2,500	0	2,500	371.14	.00	2,128.86	14.8%
A1355 540420 Office Supplies	1,400	0	1,400	157.32	.00	1,242.68	11.2%
A1355 540450 Payment To State	10,650	0	10,650	.00	.00	10,650.00	.0%
A1355 540480 Postage	200	0	200	.00	.00	200.00	.0%
A1355 540650 Taxes	3,000	0	3,000	.00	.00	3,000.00	.0%
A1355 540731 Training/State Req	400	0	400	75.00	.00	325.00	18.8%
A1355 540733 Training/All Other	1,500	0	1,500	.00	.00	1,500.00	.0%
A1355 581088 State Retirement F	10,331	0	10,331	380.38	.00	9,950.72	3.7%
A1355 583088 Social Security Fr	7,629	0	7,629	391.11	.00	7,237.55	5.1%
A1355 584088 Worker's Compensat	2,449	0	2,449	97.94	.00	2,350.74	4.0%
A1355 585588 Disability Insuran	136	0	136	5.22	.00	130.50	3.8%
A1355 586088 Health Insurance F	25,721	0	25,721	.00	.00	25,720.50	.0%
A1355 588988 Eap Fringe	29	0	29	1.22	.00	27.90	4.2%
TOTAL Assessments	149,210	0	149,210	3,376.83	.00	145,832.95	2.3%
TOTAL General Fund	149,210	0	149,210	3,376.83	.00	145,832.95	2.3%
TOTAL REVENUES	-24,000	0	-24,000	-715.00	.00	-23,285.00	
TOTAL EXPENSES	173,210	0	173,210	4,091.83	.00	169,117.95	

Account	Amount	Description
320		
Leased Service Equipment	\$371.14	Xerox Copier
420		
Office Supplies	\$157.32	Staples
731		
Training / State Req	\$75.00	NYSACDRPTS Winter Conference
Total Expenses	\$603.46	
Income Sources		
Maps to Public/Appraisers/Realtors	\$30.00	Walk-in Check
	\$10.00	Walk-in Check
Special Reports & Shape Files	\$675.00	Wells Fargo - Town & County Extracts
Total Revenue	\$715.00	