

ADMINISTRATIVE SERVICES COMMITTEE MINUTES

TIOGA COUNTY OFFICE OF REAL PROPERTY TAX SERVICES

January 7<sup>th</sup>, 2025

ATTENDANCE:

LEGISLATORS: Committee Chair Mullen, Legislator Ciotoli, Legislator Standinger, Legislator Brown, Legislator Bunce

EX-OFFICIO: Legislative Chair Saurbrey

STAFF: County Administrator Bailey, Legislative Clerk Haskell

GUESTS: N/A

APPROVAL OF MINUTES: Motion to approve December 3<sup>rd</sup>, 2024, 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. Noted that revenue target was reached.

OLD BUSINESS:

- Town & County rolls and bills completed and picked up by Towns. Noted issues encountered with tax bill software, excellent support by the vendor to resolve.

NEW BUSINESS:

- Discussed status of strategic plan.

PERSONNEL: N/A

RESOLUTIONS/PROCLAMATIONS: N/A

EXECUTIVE SESSION: N/A

ADJOURNMENT: 11:00 AM

Steven B Palinosky, CCD, Director, Tioga County Real Property Tax Services