

ADMINISTRATIVE SERVICES COMMITTEE MINUTES

TIOGA COUNTY OFFICE OF REAL PROPERTY TAX SERVICES

December 5<sup>th</sup>, 2023  
10:30 AM

ATTENDANCE:

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

EX-OFFICIO: Legislative Chair Sauerbrey

STAFF: Legislative Clerk Haskell, County Attorney DeWind

GUESTS: N/A

APPROVAL OF MINUTES: Committee Chair calls for motion to approve November 7<sup>th</sup> minutes. Motion made by Legislator Brown, second by Legislator Ciotoli. Motion carried unanimously.

FINANCIAL:

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

OLD BUSINESS:

- Discussed exemption briefing to Town Boards and School Boards status – Two Town Boards briefed, three more scheduled.

NEW BUSINESS:

- Noted that Town & County tax roll and bill setup and printing will be done this month.

PERSONNEL: N/A

RESOLUTIONS/PROCLAMATIONS: N/A

EXECUTIVE SESSION: N/A

ADJOURNMENT: 10:50 AM

Steven B Palinosky  
Director, Tioga County Real Property Tax Services