

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

Real Property Agenda

Date: August 2, 2022

Time: 10:30 AM

APPROVAL OF MINUTES:

- Motion to approve 07/05/2022 minutes.

FINANCIAL:

- YTD Budget Report.
- July Revenue & Expense Breakdown.
- 2023 Budget submitted, two minor adjustments.

OLD BUSINESS:

- Owego Village Tax Bills printed and delivered.
- Update on Village of Waverly Veterans Exemptions – impact \$32,574.64.

NEW BUSINESS:

- In August will prepare and print School tax bills.
- Solar farm valuation – State valuation model in court, under restraining order.

PERSONNEL:

- New Barton Assessor status update.
- 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

July 5, 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 June 7, 2022 committee meeting minutes. Motion was made by Legislator Standinger, and seconded by Legislator Hollenbeck; motion carries unanimously.

FINANCIAL: Real Property budget YTD and June revenue/expense reviewed. Briefly discussed yearly tax bill envelope purchase and price increase.

OLD BUSINESS:

- 2022 final assessment rolls completed and posted.

NEW BUSINESS:

- July – Prepare and print tax roll and tax bills for Village of Owego.
- August – Prepare and print school tax bills.
- Due to technical issues Veteran's Exemptions did not get initially applied to Waverly Village tax bills. Updated Veteran's assessment list sent to Waverly who printed corrected tax bills. Final impact amount will be provided next month.

PERSONNEL:

- New Barton Assessor is Melanie Stewart, experienced Assessor.
- Acting RP Director to be on vacation 18-24 August.

RESOLUTIONS/PROCLAMATIONS: None

EXECUTIVE SESSION: N/A

ADJOURNMENT: 10:40 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	TRANSFRS/ADJSTMNTS	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	-2,426.40	.00	-21,573.60	10.1%*
A1355 510010 Full Time	108,761	0	108,761	60,985.52	.00	47,775.48	56.1%
A1355 540180 Dues	3,000	0	3,000	175.00	.00	2,825.00	87.5%
A1355 540320 Leased/Service Equ	1,400	0	1,400	987.06	.00	2,012.94	32.9%
A1355 540420 Office Supplies	10,650	0	10,650	848.35	.00	551.65	60.6%
A1355 540450 Payment To State	3,000	0	3,000	22.98	.00	10,650.00	.0%
A1355 540480 Postage	3,400	0	3,400	245.74	.00	177.02	11.5%
A1355 540650 Taxes	1,500	0	1,500	.00	.00	2,754.26	8.2%
A1355 540731 Training/State Req	10,331	0	10,331	189.00	.00	400.00	.0%
A1355 540733 Training/All Other	7,629	0	7,629	5,552.94	.00	1,311.00	12.6%
A1355 581088 State Retirement F	2,449	0	2,449	4,867.81	.00	4,778.16	53.7%
A1355 583088 Social Security Fr	2,449	0	2,449	1,175.28	.00	2,760.85	63.8%
A1355 584088 Worker's Compensat	136	0	136	62.64	.00	1,273.40	48.0%
A1355 585388 Disability Insuran	25,721	0	25,721	8,741.88	.00	16,978.62	46.2%
A1355 586088 Health Insurance F	29	0	29	13.44	.00	15.68	46.2%
A1355 588988 Eap Fringe							
TOTAL Assessments	151,405	0	151,405	81,441.24	.00	69,963.54	53.8%
TOTAL General Fund	151,405	0	151,405	81,441.24	.00	69,963.54	53.8%
TOTAL REVENUES	-24,000	0	-24,000	-2,426.40	.00	-21,573.60	
TOTAL EXPENSES	175,405	0	175,405	83,867.64	.00	91,537.14	



TIOGA COUNTY, NEW YORK

Tioga County YEAR-TO-DATE BUDGET REPORT

FOR 2022 07

	ORIGINAL APPROP	TRANSFRS/ ADJUSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
GRAND TOTAL	151,405	0	151,405	81,441.24	.00	69,963.54	53.8%

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

Tioga County Real Property
Revenue/Expense Breakdown July 2022

Acct	Amount	Expense Description
320		
Leased Service Equipment	\$90.98	Xerox Copier Charges
Total Expenses	\$90.98	
Income Sources		
Maps to Public/Appraisers/Realtors	\$10.00	Walk-in Check
Total Revenue	\$10.00	



TIOGA COUNTY, NEW YORK

Tioga County DEPARTMENT BUDGET REQUESTS

BUDGET PROJECTION 20231 2023 OPERATING BUDGET

ORG	OBJECT	PROJ	ACCOUNT DESCRIPTION	CURRENT ADJ BUDGET	PROJECTED ACTUAL	Department	PERCENT CHANGE
A1355	412900		Tax Maps & Assessment Fees				
	A	-10-1300-1355-0000-412900-		-24,000.00	.00	-24,000.00	.00
A1355	510010		Full Time				
	A	-10-1300-1355-0000-510010-		108,761.00	.00	107,761.00	-.92
				1.00	68,985.00	68,985.00	
				1.00	38,776.00	38,776.00	
A1355	540140		Contracting Services				
	A	-10-1300-1355-0000-540140-		.00	.00	.00	.00
A1355	540150		Copier Supplies				
	A	-10-1300-1355-0000-540150-		.00	.00	.00	.00
A1355	540180		Dues				
	A	-10-1300-1355-0000-540180-		200.00	.00	300.00	50.00
A1355	540320		Leased/Service Equipment				
	A	-10-1300-1355-0000-540320-		3,000.00	.00	2,500.00	-16.67
A1355	540390		Mileage Expense				
	A	-10-1300-1355-0000-540390-		.00	.00	.00	.00
A1355	540420		Office Supplies				
	A	-10-1300-1355-0000-540420-		1,400.00	.00	1,400.00	.00
A1355	540450		Payment To State				
	A	-10-1300-1355-0000-540450-		10,650.00	.00	10,650.00	.00
A1355	540480		Postage				
	A	-10-1300-1355-0000-540480-		200.00	.00	200.00	.00
A1355	540500		Printer Supplies				
	A	-10-1300-1355-0000-540500-		.00	.00	.00	.00
A1355	540520		Recording/Microfilm				
	A	-10-1300-1355-0000-540520-		.00	.00	.00	.00
A1355	540650		Taxes				
	A	-10-1300-1355-0000-540650-		3,000.00	.00	3,000.00	.00
A1355	540660		Telephone				
	A	-10-1300-1355-0000-540660-		.00	.00	.00	.00
A1355	540731		Training/State Required				
	A	-10-1300-1355-0000-540731-		400.00	.00	400.00	.00



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Tioga County DEPARTMENT BUDGET REQUESTS

BUDGET PROJECTION 20231 2023 OPERATING BUDGET

ORG	OBJECT PROJ	ACCOUNT DESCRIPTION	CURRENT ADJ BUDGET	PROJECTED ACTUAL	Department	PERCENT CHANGE
A1355	540733 A -10-1300-1355-0000-540733-	Training/All Other	1,500.00	.00	1,500.00	.00
A1355	581088 A -10-1300-1355-0000-581088-	State Retirement Fringe	10,331.10	.00	10,331.10	.00
A1355	583088 A -10-1300-1355-0000-583088-	Social Security Fringe	7,628.66	.00	7,628.66	.00
A1355	584088 A -10-1300-1355-0000-584088-	Worker's Compensation Fringe	2,448.68	.00	2,448.68	.00
A1355	585588 A -10-1300-1355-0000-585588-	Disability Insurance Fringe	135.72	.00	135.72	.00
A1355	586088 A -10-1300-1355-0000-586088-	Health Insurance Fringe	25,720.50	.00	25,720.50	.00
A1355	588988 A -10-1300-1355-0000-588988-	Eap Fringe	29.12	.00	29.12	.00
BUDGET CEILING: TOTALS:			151,404.78	.00	151,404.78 150,004.78	- .92

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