

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

Real Property Agenda

Date: November 8, 2022

Time: 10:30 AM

APPROVAL OF MINUTES:

- Motion to approve 10/04/2022 minutes.

FINANCIAL:

- YTD Budget Report.
- Revenue & Expense Breakdown.
- Pending \$1 100 revenue for School Tax bill printing.
- Annual RPS fees.

OLD BUSINESS:

- Final totals sent to Towns and County Treasurer.

NEW BUSINESS:

- Preparing for Town & County tax bill printing.

PERSONNEL:

- Barton Assessor status update.
- Steve has been approved by the State for appointment as permanent Director.
- Office Specialist hiring.

RESOLUTIONS:

- Adopt State Equalization Reports
- Authorize Appointment of Director of Real Property Tax Services

PROCLAMATIONS:

- N/A

ADJOURNMENT:

Steven Palinosky, Acting Director
Real Property Tax Services

ADMINISTRATIVE SERVICES COMMITTEE MINUTES
TIOGA COUNTY OFFICE OF REAL PROPERTY TAX SERVICES

October 4, 2022

ATTENDANCE:

LEGISLATORS: Committee Chair Ciotoli, Legislator Brown,
Legislator Standinger

EX-OFFICIO: Legislative Chair Sauerbrey

STAFF: Legislative Clerk Haskell

GUESTS: N/A

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

FINANCIAL: Reviewed Real Property budget YTD and September revenue/expense. Briefly discussed September revenue due to school tax bill printing charges, Owego-Apalachin and Tioga received, Broome County schools pending.

OLD BUSINESS:

- Tax bill envelopes finally received.
- Solar farm valuation – State solar valuation model still in litigation, received information from Assessor's conference regarding how some other Counties and municipalities are valuing, and use or not of Pilots.
- Tentative totals sent to Towns, final totals to be sent at end of October.
- Briefly discussed change to Senior Aged and Disability Limited Income exemptions. Need data for analysis of scale adjustments.

NEW BUSINESS:

- Correction of Errors – Several applications for Corrected Tax Roll and for Refund of Real Property Taxes received and processed.
- Briefly discussed impact of solar farms on neighboring property values.

PERSONNEL:

- New Barton Assessor status update.
- Acting RP Director to attend New York State Association of County Directors of Real Property Tax Services conference 11-13 October.
- Acting RP Director to communicate with State ORPTS regarding change from Acting Director to permanent Director.
- Once approved as permanent Director will begin Office Specialist hiring process.

RESOLUTIONS/PROCLAMATIONS: N/A

EXECUTIVE SESSION: N/A

ADJOURNMENT: 10:55 AM

Steven B Palinosky, Acting Director
Tioga County Real Property Tax Service

DRAFT



TIOGA COUNTY, NEW YORK

Tioga County YEAR-TO-DATE BUDGET REPORT

FOR 2022 11

ACCOUNTS FOR: General Fund ORIGINAL APPROP TRANFRS/ ADJSTMTS REVISED BUDGET YTD ACTUAL ENCUMBRANCES AVAILABLE BUDGET PCT USE/COL

A1355 Assessments

A1355 412900	Tax Maps & Assessm	-24,000	0	-24,000	-11,604.00	.00	-12,396.00	48.4%*
A1355 510010	Full Time	108,761	0	108,761	78,485.52	.00	30,275.48	72.2%
A1355 540180	Dues	200	0	200	175.00	.00	25.00	87.5%
A1355 540320	Leased/Service Equ	3,000	0	3,000	1,461.01	.00	1,538.99	48.7%
A1355 540420	Office Supplies	1,400	0	1,400	848.35	.00	551.65	60.6%
A1355 540450	Payment To State	10,650	0	10,650	.00	.00	10,650.00	.0%
A1355 540480	Postage	200	0	200	35.91	.00	164.09	18.0%
A1355 540650	Taxes	3,000	0	3,000	2,905.34	.00	94.66	96.8%
A1355 540731	Training/State Req	400	0	400	.00	.00	400.00	.0%
A1355 540733	Training/All Other	1,500	0	1,500	339.00	.00	1,161.00	22.6%
A1355 581088	State Retirement F	10,331	0	10,331	6,681.83	.00	3,649.27	64.7%
A1355 583088	Social Security Fr	7,629	0	7,629	6,206.56	.00	1,422.10	81.4%
A1355 584088	Worker's Compensat	2,449	0	2,449	1,518.07	.00	930.61	62.0%
A1355 585588	Disability Insuran	136	0	136	80.91	.00	54.81	59.6%
A1355 586088	Health Insurance F	25,721	0	25,721	8,741.88	.00	16,978.62	34.0%
A1355 588988	Eap Fringe	29	0	29	17.36	.00	11.76	59.6%

TOTAL Assessments

TOTAL General Fund

TOTAL REVENUES
TOTAL EXPENSES

151,405	0	151,405	95,892.74	.00	55,512.04	63.3%
151,405	0	151,405	95,892.74	.00	55,512.04	63.3%
-24,000	0	-24,000	-11,604.00	.00	-12,396.00	
175,405	0	175,405	107,496.74	.00	67,908.04	

Tioga County Real Property
Revenue/Expense Breakdown September 2022

Acct	Amount	Expense Description
320		
Leased Service Equipment	\$94.85	Xerox Copier Charges
Total Expenses	\$94.85	
Income Sources		
Tax Bill Printing	\$29.70	Marathon CSD
Total Revenue	\$29.70	

REFERRED TO:

ADMINISTRATIVE SERVICES COMMITTEE

RESOLUTION NO. -22

ADOPT STATE EQUALIZATION REPORTS

RESOLVED: That the State Equalization Reports for County Tax be and the same hereby are approved, and that the County tax rates be the rates used in computing taxes in the several Towns.

REFERRED TO: ADMINISTRATIVE SERVICES COMMITTEE
PERSONNEL COMMITTEE

RESOLUTION NO. -22 AUTHORIZE APPOINTMENT OF
DIRECTOR OF REAL PROPERTY TAX SERVICES

WHEREAS: Legislative approval is required for the appointment of any Management/Confidential position within Tioga County; and

WHEREAS: Resolution 125-22 authorized the creation and filling of a temporary Acting County Director of Real Property Tax Services for a duration not to exceed December 31, 2022 at an annual salary of \$65,000; and

WHEREAS: Resolution 125-22 also resolved that following the qualification review by the NYS ORPTS and no later than December 2022, Steven Palinosky shall be further considered for appointment to the title of County Director of Real Property Tax Services; and

WHEREAS: NYS ORPTS concluded their qualification review and determined Steven Palinosky meets the minimum qualification standards for County Director, as documented in a letter to the Chair of the Legislature dated November 7, 2022; and

WHEREAS: The County Legislature would like to appoint Mr. Palinosky as the Director of Real Property Tax Services for a six-year term; therefore be it

RESOLVED: That Steven Palinosky is hereby appointed as Director of Real Property Tax Services to fill the current six-year term cycle effective November 16, 2022 through September 30, 2025, and the temporary Acting Director of Real Property Tax Services will be abolished effective November 16, 2022; and be it further

RESOLVED: That Mr. Palinosky may receive an increase after 6 months contingent upon a satisfactory evaluation, per the Management/Confidential benefits policy.