

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

Real Property Agenda

Date: October 7th, 2025

Time: 10:30 AM

APPROVAL OF MINUTES:

- Motion to approve 9/2/2025 minutes.

FINANCIAL:

- YTD Budget Report.
- September Revenue & Expense Breakdown.

OLD BUSINESS:

- Beacon final upgrade pending, Imagemate to be retired.
- RPS Online update.

NEW BUSINESS:

- Correction of errors procedure change.

PERSONNEL: Director to NYSACDRPTS Fall Conference 20-22 October.

RESOLUTIONS:

PROCLAMATIONS: N/A

ADJOURNMENT:

Steven Palinosky, CCD
Real Property Director

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

September 2nd, 2025

ATTENDANCE:

LEGISLATORS: Committee Chair Brown, Legislator Monell, Legislator Ciotoli,
Legislator Standing

EX-OFFICIO: Legislature Chair Sauerbrey

STAFF: County Administrator Bailey, Legislative Clerk Haskell

GUESTS: N/A

APPROVAL OF MINUTES: Motion to approve August 5th, 2025, committee meeting minutes, motion made by Legislator Standing, seconded by Legislator Standing; motion carries unanimously.

FINANCIAL:

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

OLD BUSINESS:

- Noted that School tax roll and bill process is complete.
- Provided an update on Assessor reappointments - all Tioga County Assessors have been reappointed for a new 6-year term that begins 1 October.

NEW BUSINESS: N/A

PERSONNEL: N/A

RESOLUTIONS/PROCLAMATIONS:

- I06-Establish Equalization Rates.
- I07-Erroneous Assessment – Village of Owego tax – Village of Owego.

EXECUTIVE SESSION: N/A

ADJOURNMENT: 10:38 AM

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



TIOGA COUNTY, NEW YORK

Tioga County
YEAR-TO-DATE BUDGET REPORT

FOR 2025 10

ACCOUNTS FOR:		ORIGINAL	TRANSFRS/ ADJUSTMTS	REVISED	YTD	ENCUMBRANCES	AVAILABLE	PCT
A	General Fund	APPROP		BUDGET	ACTUAL		BUDGET	USE/COL
A1355 Assessments								
A1355 412900	Tax Maps & Assessm	-24,000	0	-24,000	-16,121.20	.00	-7,878.80	67.2%*
A1355 510010	Full Time	116,018	0	116,018	83,569.68	.00	32,448.32	72.0%
A1355 540180	Dues	525	0	525	475.00	.00	50.00	90.5%
A1355 540320	Leased/Service Equ	2,400	-1,450	950	909.84	.00	40.44	95.7%
A1355 540420	Office Supplies	4,000	0	4,000	411.62	.00	3,588.38	10.3%
A1355 540450	Payment To State	10,650	0	10,650	.00	.00	10,650.00	.0%
A1355 540480	Postage	175	0	175	38.83	.00	136.17	22.2%
A1355 540485	Printing/Paper	0	1,296	1,296	668.19	.00	627.53	51.6%
A1355 540731	Training/State Req	1,200	0	1,200	831.43	.00	368.57	69.3%
A1355 540733	Training/All Other	1,000	154	1,154	1,154.00	.00	.00	100.0%
A1355 581088	State Retirement F	14,156	0	14,156	9,812.00	.00	4,344.00	69.3%
A1355 583088	Social Security Fr	8,514	0	8,514	6,512.02	.00	2,001.98	76.5%
A1355 584088	Worker's Compensat	2,390	0	2,390	1,790.80	.00	599.20	74.9%
A1355 585588	Disability Insuran	136	0	136	88.80	.00	47.20	65.3%
A1355 586088	Health Insurance F	28,570	0	28,570	23,113.60	.00	5,456.40	80.9%
A1355 588988	Eap Fringe	32	0	32	23.60	.00	8.40	73.8%
TOTAL Assessments		165,766	0	165,766	113,278.21	.00	52,487.79	68.3%
TOTAL General Fund		165,766	0	165,766	113,278.21	.00	52,487.79	68.3%
TOTAL REVENUES		-24,000	0	-24,000	-16,121.20	.00	-7,878.80	
TOTAL EXPENSES		189,766	0	189,766	129,399.41	.00	60,366.59	

Real Property Revenue and Expense Breakdown September 2025

Account	Amount	Description
485		
Printing/Paper	\$190.46	Xerox Copier
	\$424.25	Staples
Total Expenses	\$614.71	
Income Sources		
Tax Maps & Copies	\$45.00	September Cash Revenue
	\$30.00	Levine Gouldin & Thompson
Tax Roll & Bill Processing	\$185.90	Marathon CSD
	\$261.95	Maine-Endwell CSD
	\$5,737.95	Owego-Apalachin CSD
	\$2,433.30	Tioga Central School
	\$1,280.15	Union-Endicott CSD
	\$226.90	Whitney Point Central School
Tax Roll Extracts	\$350.00	Lereta - School Taxes
Total Revenue	\$10,551.15	