

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

Real Property Agenda

Date: November 4th, 2025

Time: 10:30 AM

APPROVAL OF MINUTES:

- Motion to approve 10/7/2025 minutes.

FINANCIAL:

- YTD Budget Report.
 - \$525 not previously reported credited to account.
 - \$10,650 revenue billed to Towns for RPS fees.
 - \$900 in outstanding School tax invoices.
 - \$875.00 October Revenue not added to total.
- October Revenue & Expense Breakdown.

OLD BUSINESS:

- RPS Online update.
- Beacon / Imagemate update.

NEW BUSINESS:

- Final totals for Town & County.

PERSONNEL:

RESOLUTIONS:

- K14-Adopt State Equalization Reports.

PROCLAMATIONS: N/A

ADJOURNMENT:

Steven Palinosky, CCD
Real Property Director

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

October 7th, 2025

ATTENDANCE:

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

EX-OFFICIO: Legislature Chair Sauerbrey

STAFF: County Administrator Bailey, Legislative Clerk Haskell

GUESTS: N/A

APPROVAL OF MINUTES: Motion to approve September 2nd, 2025, committee meeting minutes, motion made by Legislator Monell, seconded by Legislator Ciotoli; motion carries unanimously.

FINANCIAL:

- Reviewed Real Property budget YTD and September revenue/expense. Noted significant receipt of School tax roll and bill processing payments.

OLD BUSINESS:

- Beacon data viewer - Very soon the image manager feature will be finalized. Imagemate will be retired at that time.
- RPS Online - Hamilton County will be the first one to migrate in November. The hope is to have Tioga County be one of the early ones to move.

NEW BUSINESS:

- Correction of errors procedure change - Corrections for School and Village taxes must be approved by the appropriate School or Village Board, not by the County Legislature.

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

RESOLUTIONS/PROCLAMATIONS: N/A

EXECUTIVE SESSION: N/A

ADJOURNMENT: 10:55 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 11

ACCOUNTS FOR: A General Fund	ORIGINAL APPROP	TRANSFRS/ ADJSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
A1355 Assessments							
A1355 412900 Tax Maps & Assessm	-24,000	0	-24,000	-26,771.20	.00	2,771.20	111.5%
A1355 510010 Full Time	116,018	0	116,018	92,460.06	.00	23,557.94	79.7%
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	10,650.00	.00	.00	100.0%
A1355 540480 Postage	175	0	175	38.83	.00	136.17	22.2%
A1355 540485 Printing/Paper	0	1,296	1,296	673.31	.00	622.41	52.0%
A1355 540731 Training/State Req	1,200	0	1,200	1,065.43	.00	134.57	88.8%
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	10,793.20	.00	3,362.80	76.2%
A1355 583088 Social Security Fr	8,514	0	8,514	7,165.02	.00	1,348.98	84.2%
A1355 584088 Worker's Compensat	2,390	0	2,390	1,969.88	.00	420.12	82.4%
A1355 585588 Disability Insuran	136	0	136	97.68	.00	38.32	71.8%
A1355 586088 Health Insurance F	28,570	0	28,570	25,424.96	.00	3,145.04	89.0%
A1355 588988 Eap Fringe	32	0	32	25.96	.00	6.04	81.1%
TOTAL Assessments	165,766	0	165,766	126,543.59	.00	39,222.41	76.3%
TOTAL General Fund	165,766	0	165,766	126,543.59	.00	39,222.41	76.3%
TOTAL REVENUES	-24,000	0	-24,000	-26,771.20	.00	2,771.20	
TOTAL EXPENSES	189,766	0	189,766	153,314.79	.00	36,451.21	



**Tioga County
YEAR-TO-DATE BUDGET REPORT**

FOR 2025 11

	ORIGINAL APPROP	TRANSFERS/ ADJUSTMENTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
GRAND TOTAL	165,766	0	165,766	126,543.59	.00	39,222.41	76.3%

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

Real Property Revenue and Expense Breakdown October 2025

Account	Amount	Description
450		
Payment to State	\$10,650.00	Annual RPS Fees
485		
Printing/Paper	\$5.12	Xerox Copier
731		
Training/State Req	\$234.00	NYSACDRPTS Conference Lodging
Total Expenses	\$10,889.12	
Income Sources		
Tax Roll Extracts	\$875.00	CoreLogic - School Taxes
Total Revenue	\$875.00	

REFERRED TO:

ADMINISTRATIVE SERVICES COMMITTEE

RESOLUTION NO. -25

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.