

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