

ADMINISTRATIVE SERVICES COMMITTEE MINUTES

TIOGA COUNTY OFFICE OF REAL PROPERTY TAX SERVICES

April 8th, 2025

ATTENDANCE:

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

EX-OFFICIO: Legislative Chair Saurbrey

STAFF: County Administrator Bailey, Legislative Clerk Haskell

GUESTS: N/A

APPROVAL OF MINUTES: Motion to approve March 4th, 2025, committee meeting minutes. Motion made by Legislator Ciotoli, seconded by Legislator Monell; motion carries unanimously.

FINANCIAL:

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

OLD BUSINESS:

- Elderwood Nursing Home Tax Certiorari was discussed:
 - o Still waiting for Judge signature on the Order.
 - o County Treasurer will provide refunds from the Town & County taxes for the pertinent years as follows:
 - County - \$150,196.81.
 - Barton Fire District - \$14,356.70.
 - Town of Barton – Refund waived per settlement.
 - o Resolution D27 submitted this month to have payment approved and avoid any further delays when the Judge signs the order.
- Provided update on Image Mate conversion SDG to Schneider Geospatial – Had initial Teams meeting with vendor reps, awaiting live demo.

NEW BUSINESS:

- Discussed Maine-Endwell / Newark Valley School District boundary. Concerns were raised by a couple of property owners about one area of the boundary. After research and conversation with Maine-Endwell School District administration it was determined that the boundaries are appropriate as they exist per the Town of Newark Valley assessment roll. No further action is required.
- Discussed the County-owned parking lot located on Park Street in the Village of Owego. The lot currently consists of five (5) individual parcels.

Recommended that they be merged into a single parcel. Resolution D21 is provided.

- Provided update on Real Property responsibilities regarding erroneous assessment processing, per discussion with the County Treasurer. Moving forward, Real Property will draft resolutions for resolving erroneous assessments, which will be submitted for approval by the Administrative Services Committee. They will also be forwarded along with the application for correction or refund to the County Treasurer, who will review and submit it for approval by the Finance Committee. Once resolutions are passed, the Treasurer's office will take appropriate action, then return the application and resolution to Real Property to forward to the appropriate taxing jurisdiction for action. Resolutions D14, D22 and D23 provided.

PERSONNEL: N/A

RESOLUTIONS/PROCLAMATIONS:

- D14-Erroneous Assessment – CandorT – Huizinga-Lee - approved.
- D21-Merging County Owned Properties – Real Property - approved.
- D22-Erroneous Assessment-Brailsford – Real Property - approved.
- D23-Erroneous Assessment-Bakos-Palaia-McMahon – Real Property - approved.
- D27-Supreme Court Order-Town of Barton – Real Property - approved.

EXECUTIVE SESSION: N/A

ADJOURNMENT: 11:25 AM

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