

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