

STEBEN COUNTY ADHOC MUNICIPAL COORDINATION COMMITTEE

Wednesday, December 14, 2016

2:00 p.m.

*Legislative Committee Room
Steuben County Office Building
Bath, New York*

****MINUTES****

PRESENT: Carol A. Ferratella, Chair
Jack K. Wheeler, County Manager
Wendy Jordan, Acting Director, Real Property Tax Service Agency
Mike Ryan, Data Collector, Real Property Tax Service Agency
Katherine Gabrielle, Assessor, Towns of Corning, Cameron, Hornellsville and Prattsburgh

I. CALL TO ORDER

Mrs. Ferratella called the meeting to order at 2:00 p.m.

II. APPROVAL OF MINUTES

Mrs. Ferratella stated that since there is no quorum, the approval of the minutes from the previous meeting will be held over until the next meeting when there is a quorum.

III. NEW BUSINESS

A. **Data Collector** – Ms. Jordan introduced the new Data Collector, Mike Ryan. She stated that he will begin taking some classes shortly, but in the meantime is reading numerous materials and getting a feel for the office.

B. **1537 Agreements** – Ms. Jordan reviewed the municipalities that have indicated an interest in entering into 1537 agreements. The only exceptions are the Towns of Campbell, Fremont, Prattsburgh and Wheeler. Mrs. Ferratella suggested that perhaps the Legislators could talk with the Town Boards. She asked if any of those towns were present at the presentations that were given? Ms. Jordan replied the Supervisors from the Towns of Prattsburgh and Wheeler did attend.

C. **Goals** – Mrs. Ferratella asked do we have any goals that we are looking at for using this system and how will we measure the success? Mr. Wheeler replied he thinks goals and measures are similar and go together, as well as being separate. Some of the measures we can come up with include the number of parcels searched, data collected and the number of towns engaged. The goal, from his perspective, is to get more participation from the municipalities. He does not know how much he would press those municipalities that are not interested. However, when they talk with their counterparts, they will see the benefits and realize the County is not taking over. That is something we can work with Ms. Jordan on for 2017.

Mrs. Gabrielle commented that the focus, with a lot of the smaller towns, is they are not signing on because they are concerned of losing authority over assessing. The County wants everyone where they are and does not want to take anything else on. Mr. Wheeler commented we want to find efficiencies for the betterment of everyone. Mrs. Ferratella stated the newsletter is a good way to communicate that and we also need to get feedback from the assessors that are involved.

D. **Internship Program** – Mrs. Ferratella asked for an update. Ms. Jordan replied we have not received anything. She will get the contact information and get back in touch with the college.

E. **5217 Deed Forms** – Mrs. Gabrielle discussed how Cortland County has the capability to scan and import information from the 5217 deed forms, rather than having to manually import the information into the RP system. She suggested this might be something we would want to look into.

IV. NEXT MEETING

The next meeting will be held on Wednesday, March 15, 2016, at 10:00 a.m. in the Legislative Committee Room.

The meeting was adjourned at 2:25 p.m.

Respectfully Submitted by

Amanda L. Chapman
Deputy Clerk
Steuben County Legislature