STEUBEN COUNTY ADMINISTRATION COMMITTEE  
Tuesday, October 12, 2021  
9:00 a.m.  
Legislative Chambers, 3rd Floor, Annex Building, Bath, New York

This meeting may also be accessed via Zoom teleconference at:  
https://steubencountynygov.zoom.us/j/85383260569?pwd=SW93ejhGV3d1UEpxODNyNzM5bExmQT09  
Or by dialing +1 646 558 8656 US (New York)  
Meeting ID: 853 8326 0569  
Password: 20978940

**AGENDA**

I. CALL TO ORDER

II. APPROVAL OF MINUTES – September 8, 2021

III. GRIEVANCES

IV. DEPARTMENT REQUESTS  
A. Real Property Tax Service Agency (Wendy Jordan)  
   1. Authorization to Correct Terms of Contract with SDG

B. Purchasing (Andy Morse)  
   1. Bid Awards  
      a. Custodial Paper Products  
      b. Polyethylene Bags  
      c. Printing Services

C. Personnel (Nate Alderman/Jennifer DeMonstoy)  
   1. Department of Community Services – Reclassification  
      a. Reclassify One (1) Vacant Senior Stenographer Position, Grade VIII to Principal Clerk Position, Grade VIII

   2. Conflict Defender – 16B Waiver

D. County Manager (Jack Wheeler)  
   1. 2022 Management Salaries

V. OTHER BUSINESS  
A. Executive Session Pursuant to Public Officers’ Law, Article 105.1.F. – Personnel Matters

VI. ADJOURNMENT

Please note that the opportunity for Public Comment is only offered at the monthly Legislative Meetings which are held the 4th Monday of each month at 10:00 a.m., unless otherwise noted on the Legislative Calendar. If you have an issue you wish to discuss with a Standing Committee, you must receive the permission of the Chairman of the Standing Committee prior to that meeting and be placed on the agenda.

If you have a disability and need accommodations, please call the Clerk of the Legislature’s Office at (607) 664-2247 at least 48 hours prior to the scheduled meeting to advise what accommodations will be necessary.