

**STEBEN COUNTY ADMINISTRATION COMMITTEE**

*Tuesday, February 14, 2017*

*9:00 a.m.*

**\*\*PLEASE NOTE CHANGE\*\*** *Legislative Chambers* **\*\*PLEASE NOTE CHANGE\*\***

*Steuben County Office Building*

*Bath, New York*

**\*\*AGENDA\*\***

**I. CALL TO ORDER**

**II. APPROVAL OF MINUTES – [January 10, 2017](#)**

**III. GRIEVANCES**

**IV. DEPARTMENT REQUESTS**

A. Purchasing (*Andy Morse*)

1. **Quarterly Copy Paper Bid Award**
2. **Authorization to Purchase Finisher from Copier Capital Project Account - \$832.40**
3. **Authorization to Bid**
  - *Custodial Paper Products*
  - *Polyethylene Bags*
  - *Stationery Supplies*
  - *Copy Paper Annual Bid (Awarded Quarterly)*

B. Information Technology (*Ken Peaslee*)

1. **Change to New Security Software**

C. County Manager (*Jack Wheeler*)

**V. OLD BUSINESS**

**VI. NEW BUSINESS**

**VII. ADJOURNMENT**

*Please note that the opportunity for Public Comment is only offered at the monthly Legislative Meetings which are held the 4<sup>th</sup> 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.*