

STEBEN COUNTY ADMINISTRATION COMMITTEE

Tuesday, June 14, 2016

9:00 a.m.

Legislative Chambers

Steuben County Office Building

Bath, New York

****AGENDA****

I. CALL TO ORDER

II. APPROVAL OF MINUTES – [May 10, 2016](#)

III. GRIEVANCES

IV. DEPARTMENT REQUESTS

A. Information Technology (*Ken Peaslee*)

1. **Request to Bid New, Used and Service Repair of Cisco Equipment**
2. **Phone Service Provider Change for County Facilities**

B. Purchasing (*Andy Morse*)

1. **Bid Awards**
 - a. *Polyethylene Bags*
 - b. *Custodial Paper Products*
 - c. *Stationery Supplies*
2. **Purchase Copier for County Clerk's Office from Copier Capital Account - \$5,956.05**
3. **Authorizing Renewal of Auctioneering Services Contract**

C. Finance (*Pat Donnelly/Tammy Hurd-Harvey*)

1. **Approval to enter into Agreement with Vendor for Acceptance of Electronic Payments**

D. County Manager (*Jack Wheeler*)

1. **Old HCF Lease**
2. **Internship Policy**
3. **[Management Salary Plan Edits](#)**

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 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.