

**STEBEN COUNTY ADMINISTRATION COMMITTEE**

*Tuesday, April 10, 2018*

*9:00 a.m.*

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

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

**I. CALL TO ORDER**

**II. APPROVAL OF MINUTES – [March 13, 2018](#) and [March 26, 2018](#)**

**III. GRIEVANCES**

**IV. DEPARTMENT REQUESTS**

A. Real Property Tax Service Agency (*Wendy Jordan*)

1. **Tax Certiorari – Town of Erwin**

B. Purchasing (*Andy Morse*)

1. **Issuance of Annual Copy Paper Bid**

C. Personnel (*Nate Alderman/Jennifer DeMonstoy*)

1. **Upgrade – Public Works**
  - a. *Motor Equipment Operator Supervisor Position, Grade XII (\$35,582 - \$50,235) to Motor Equipment Operator Supervisor Position, Grade XIII (\$37,260 - \$52,601)*

D. Commissioner of Finance (*Pat Donnelly/Tammy Hurd-Harvey*)

1. **Contract Extension – PMI Document Solutions**
2. **Approval of Agreement with M&T Bank**
3. **RFP for Audit and Accounting Services**

E. County Manager (*Jack Wheeler*)

1. **Use of Vehicle – B&G**

**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.*