

STEBEN COUNTY ADMINISTRATION COMMITTEE

Tuesday, August 11, 2020

9:00 a.m.

*2nd Floor Conference Rooms, Annex Building, Bath, New York,
with the public and media able to attend via Zoom teleconference.*

The Teleconference can be accessed at:

<https://steubencountyny.gov.zoom.us/j/93967447414?pwd=SUxKZDFSc0ITL3I0eW1kN0dSZW1KZz09>

Or by dialing +1 646 558 8656 US (New York)

Meeting ID: 939 6744 7414

Password: 87006942

****AGENDA****

I. CALL TO ORDER

II. APPROVAL OF MINUTES – [July 14, 2020](#)

III. GRIEVANCES

IV. DEPARTMENT REQUESTS

- A. Information Technology (*Rob Wolverton/Cody Ryan*)
 - 1. **Contracts with Multiple Municipalities for Tax Preparation**
 - 2. **Contract with Toshiba for Printer Services**
- B. Elections (*Vicki Olin/Kelly Penziul*)
 - 1. **Cyber Security Grant**
- C. Personnel (*Nate Alderman/Jennifer DeMonstoy*)
 - 1. **Authorization of Designation of EAP Services**
 - 2. **Reclassification – Department of Social Services**
- D. Real Property Tax Service Agency (*Wendy Jordan*)
 - 1. [RPSV4 Annual License Fee](#)
- E. Purchasing (*Andy Morse*)
 - 1. **Copy Paper Quarterly Bid Award**
 - 2. **Custodial Paper Products Bid Award**
 - 3. **Polyethylene Bag Bid Award**
 - 4. **Auctioneering Services RFP**
 - 5. **Online Surplus Auction Option Discussion**
- F. County Manager (*Jack Wheeler*)
 - 1. [Accepting NY Census Outreach Grant Funds](#)
 - 2. **Early Retirement Incentive**

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.