

**STEBEN COUNTY ADMINISTRATION COMMITTEE**

*Wednesday, February 13, 2019*

*9:00 a.m.*

*Legislative Chambers*

*Steuben County Office Building*

*Bath, New York*

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

**I. CALL TO ORDER**

**II. APPROVAL OF MINUTES – [January 9, 2019](#)**

**III. GRIEVANCES**

**IV. DEPARTMENT REQUESTS**

A. Purchasing (*Andy Morse*)

1. **Quarterly Copy Paper Award**

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

1. **Approve Renewal of Contract with SDG for ImageMate Online Software**

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

1. **Reclassification - Public Defender's Office**

- [Reclassify One \(1\) 1<sup>st</sup> Assistant Public Defender Position, Grade E \(\\$52,677 - \\$68,104\) to a Senior Assistant Public Defender Position, Grade G \(\\$63,659 – \\$81,175\)](#)

D. Board of Elections (*Vicki Olin/Kelly Penziul*)

1. **Review of Early Voting Changes**

E. County Manager (*Jack Wheeler*)

1. [Presenting Local Law No. One for the Year 2019, Repealing Local Law No. One of 1967 and Local Law No. Six of 1999, as Amended by Local Law No. Nine of 2007, Providing for the Continuity of Steuben County Government in the Event of Disaster or Emergency](#)

**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.*