

STEBEN COUNTY ADMINISTRATION COMMITTEE

Tuesday, May 12, 2020

9:00 a.m.

Via Teleconference

Public/Media Call-In # 1-408-418-9388

Access Code 711 849 524

Please Note: Legislators and Department Heads will be sent a separate link to join meeting.

****AGENDA****

I. CALL TO ORDER

II. APPROVAL OF MINUTES – [April 14, 2020](#) and [April 27, 2020](#)

III. GRIEVANCES

IV. DEPARTMENT REQUESTS

- A. Risk Manager (*Scott Sprague*)
 - 1. **Approval to Add City of Hornell to Workers' Compensation Plan**

- B. Elections (*Vicky Olin/Kelly Penziul*)
 - 1. **Charging for Village Poll Books**
 - 2. **Election Chargebacks for Ballots Ordered for Presidential Primary**
 - 3. **CARES Covid 19 Grant - \$116,778**

- C. Information Technology (*Rob Wolverton*)
 - 1. **Approval to Purchase Video Conferencing Subscription for Use by All County Departments**

- D. County Clerk (*Judy Hunter/Sue Cranmer*)
 - 1. **[Semi-Annual Mortgage Tax Distribution](#)**

- E. Purchasing (*Andy Morse*)
 - 1. **Authorization to Issue Copy Paper Bid**

- F. Real Property Tax Service Agency (*Wendy Jordan*)
 - 1. **Tax Certiorari – City of Corning**

- G. Personnel (*Nate Alderman/Jennifer DeMonstoy*)

- H. 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 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.