

STEUBEN COUNTY ADMINISTRATION COMMITTEE

Tuesday, June 13, 2023

9:00 a.m.

Legislative Chambers, 3rd Floor, Annex Building, Bath, New York

This meeting may also be accessed via Zoom teleconference at:

<https://steubencountynygov.zoom.us/j/88590643590?pwd=b2VFVDJqTDF2VW5JTxdzQIRleDdBUT09>

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

Meeting ID: 885 9064 3590

Password: 88061137

****AGENDA****

I. CALL TO ORDER

II. APPROVAL OF MINUTES – [May 9, 2023](#) and [May 22, 2023](#)

III. GRIEVANCES

IV. DEPARTMENT REQUESTS

A. Purchasing (*Andy Morse*)

1. **Bid Award - Printing**

B. Clerk of the Legislature (*Brenda Scotchmer*)

1. [Rules of Procedure](#)

C. Elections (*Vicky Olin/Colleen Hauryski*)

1. **Accept the Technology Innovation and Resource (TIER) Grant - \$96,920.62**
2. **Accept the Absentee Ballot Pre-Paid Postage Grant - \$27,821.26**
3. **Accept the Temporary Poll Site Improvement Grant Extension - \$10,623.42**

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

1. **Finance**

- a. *Reclassify One (1) Vacant Senior Account Clerk-Typist Position, CSEA Grade I (\$41,369 - \$61,194) to Accounting Manager, Management Grade H (\$59,216 - \$92,595) and Amending the Management Salary Plan to Add the Title of Accounting Manager to Management Grade H*

2. **Sheriff's Office**

- a. *Memorandum of Agreement – Deputy Sheriff's Association*

3. **Real Property**

- a. *Appointing Deputy Director of Real Property Above the Mid-Point at Management Grade G, Step 6 (\$65,968) and Amending the Management Salary Plan to Add the Title of Deputy Director of Real Property to Management Grade G*

4. **Community Services**

- a. **16B Waiver** – *Create Two (2) Staff Social Worker Positions, CSEA Grade L (\$47,890 - \$70,839)*
- b. *Reclassify One (1) Vacant Staff Psychologist Position, CSEA Grade T (\$70,755 - \$104,662) to Mental Health Program Coordinator, CSEA Grade T (\$70,755 - \$104,662)*

E. County Manager (*Jack Wheeler/Chris Brewer*)

V. OTHER BUSINESS

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.