

STEBEN COUNTY ADMINISTRATION COMMITTEE

Tuesday, January 13, 2026

9:00 a.m.

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

This meeting may also be accessed via Zoom Webinar at:

<https://steubencountyny.gov.zoom.us/j/89747721690?pwd=gKQQGvYBo5va1EUauwypjNbJfIPiVa.1>

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

Webinar ID: 897 4772 1690

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****AGENDA****

I. CALL TO ORDER

II. APPROVAL OF MINUTES – [December 9, 2025](#) and [December 15, 2025](#)

III. GRIEVANCES

IV. DEPARTMENT REQUESTS

A. Law Department (*Tim Rosell/Curtis Warner*)

1. **Notice of Claim(s)**
2. [Contract Template](#)

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

1. **2026 School Contracts**

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

1. **Contract Renewal – Institute for Forensic Psychology**
2. **Corrections Unit 25-Year Retirement**
3. **Social Services**
 - *Appoint an Assistant Director of Temporary and Disability Assistance Above the Mid-Point of Management Grade F, Step 6 (\$65,475)*
4. **Historian**
 - *Amending the Management Salary Plan to Upgrade County Historian from Management Grade D (\$44,161 - \$69,050) to Management Grade F (\$53,424 - \$83,553)*
 - *Reclassify County Historian from Part-Time to Full-Time (Management Grade F, Step 5 - \$63,467)*

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

1. [Appointment of Republican Election Commissioner](#)
2. **Assigned Counsel**
3. **Claim (City of Corning)**
4. **Grant Writing Services**

V. NEW 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.