

STEUBEN COUNTY ADMINISTRATION COMMITTEE

Tuesday, March 10, 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://steubencountynyny.gov.zoom.us/j/83674777108?pwd=rNY0CWm4QB2cPnoREyt3aCVscXX0YX.1>

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

Webinar ID: 836 7477 7108

Password: 86963301

****AGENDA****

I. CALL TO ORDER

II. APPROVAL OF MINUTES – [February 10, 2026](#)

III. GRIEVANCES

IV. DEPARTMENT REQUESTS

- A. Law Department (*Tim Rosell/Curtis Warner*)
1. **Notice of Claim(s)**
- B. Information Technology (*Rob Wolverton/Cody Ryan*)
1. **Corrective Action Plan**
- C. Real Property Tax Service Agency (*Larry Roach/Melissa Edwards*)
1. **Extend Current Contract for Tax Bill Printing and Mailing for 2026**
 2. **Tax Certiorari – Town of Hornellsville**
 3. **Amending Local Law Relative to Enrolled Volunteer Firefighter or Ambulance Worker**
 4. **Amending Local Law Relative to Senior Citizens Exemption Sliding Scale**
- D. Commissioner of Finance (*Mitch Alger/Stacy Housworth*)
1. **Granicus Contract Extension**
 2. **Authorization to Contract with Orrick, Herrington & Sutcliffe, LLP as Bond Counsel for Landfill Expansion**
 3. [Armory Associates, LLC Contract Extension](#)
- E. Personnel (*Nate Alderman/Jennifer DeMonstoy*)
1. **Community Services**
 - *Create One (1) Senior Social Work Assistant Position, CSEA Grade L (\$53,273 - \$78,801)*
 2. **Social Services**
 - *Create Two (2) Help Desk Technical Assistant Positions, CSEA Grade G (\$41,740 - \$61,743)*
 - *Create Two (2) Caseworker Positions, CSEA Grade K (\$50,736 - \$75,049)*
 - *Create One (1) Computer Operations Supervisor Position, CSEA Grade N (\$58,712 - \$86,878)*
- F. County Manager (*Jack Wheeler/Chris Brewer*)
1. **Enterprise Fleet Management Contract**
 2. **Empire Access Contract Extension**
 3. **City of Corning Claim - not to exceed \$12,147.90**
 4. **Recruiting Services RFP**
 5. [Administrative Code Amendment\(s\)](#)

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.