



B. Elections

1. **2026 School Contracts** – Ms. Hauryski requested authorization to renew the contracts with the schools for use of elections machines under the same terms and conditions. The schools pay \$1,600 for one machine and an additional \$1,000 per additional machine.

**MOTION: AUTHORIZING THE COMMISSIONERS OF ELECTIONS TO RENEW THE CONTRACTS WITH PARTICIPATING SCHOOL DISTRICTS FOR THE USE OF ELECTIONS MACHINES AT A RATE OF \$1,600 FOR ONE MACHINE AND AN ADDITIONAL \$1,000 PER ADDITIONAL MACHINE MADE BY MR. VAN ETTEN. SECONDED BY MR. SCHU. ALL BEING IN FAVOR. MOTION CARRIES 5-0.**

C. Personnel

1. **Contract Renewal** – Mr. Alderman requested authorization to renew the contract with Institute for Forensic Psychology for one year under the same terms and conditions.

**MOTION: AUTHORIZING THE PERSONNEL OFFICER TO RENEW THE CONTRACT WITH INSTITUTE FOR FORENSIC PSYCHOLOGY FOR ONE YEAR UNDER THE SAME TERMS AND CONDITIONS MADE BY MR. HANNA. SECONDED BY MR. VAN ETTEN. ALL BEING IN FAVOR. MOTION CARRIES 5-0.**

2. **Corrections Unit 25-Year Retirement** – Mr. Alderman requested authorization to put all certified Corrections Officers into the 25-year retirement plan. Mr. Thew asked what is the County cost to do that? Mr. Alderman stated it will cost us approximately \$1.13 million.

**MOTION: AUTHORIZING THE PERSONNEL OFFICER TO PUT ALL CERTIFIED CORRECTIONS OFFICERS INTO THE 25-YEAR RETIREMENT PLAN MADE BY MR. SCHU. SECONDED BY MR. VAN ETTEN. ALL BEING IN FAVOR. MOTION CARRIES 5-0. Resolution Required.**

3. **Appointment Above Mid-Point** – Mr. Alderman requested authorization to appoint an Assistant Director of Temporary and Disability Assistance above the mid-point of Management Grade F at step 6 (\$65,475)

**MOTION: AUTHORIZING THE APPOINTMENT OF AN ASSISTANT DIRECTOR OF TEMPORARY AND DISABILITY ASSISTANCE ABOVE THE MID-POINT OF MANAGEMENT GRADE F, STEP 6 (\$65,475) MADE BY MR. HANNA. SECONDED BY MS. SHANNON. ALL BEING IN FAVOR. MOTION CARRIES 5-0.**

5. **Historian** – Mr. Alderman requested authorization to amend the Management Salary Plan to move the County Historian from Management Grade D (\$44,161 - \$69,050) to Management Grade F (\$53,424 - \$83,553). He also requested authorization to reclassify the County Historian from part-time to full-time.

Mr. Hanna asked are their additional responsibilities that would warrant full-time? Mr. Brewer stated we would like to expand the County Historian's role within the County as well as expand the hours at the Magee House.

**MOTION: AMENDING THE MANAGEMENT SALARY PLAN TO MOVE THE COUNTY HISTORIAN FROM MANAGEMENT GRADE D (\$44,161 - \$69,050) TO MANAGEMENT GRADE F (\$53,424 - \$83,553) MADE BY MR. VAN ETTEN. SECONDED BY MR. SCHU. ALL BEING IN FAVOR. MOTION CARRIES 5-0. Resolution Required.**

**MOTION: RECLASSIFYING THE PART-TIME COUNTY HISTORIAN TO FULL-TIME AND SETTING THE SALARY AT MANAGEMENT GRADE F, STEP 5 (\$63,467) MADE BY MR. HANNA. SECONDED BY MR. VAN ETTEN. ALL BEING IN FAVOR. MOTION CARRIES 5-0. Resolution Required.**

D. County Manager

1. **Appointment of Republican Commissioner** – Mr. Brewer stated we received a letter from the Chair of the Republican Party recommending the appointment of Brian Housel as Republican Elections Commissioner to fill the vacancy of Vicky Olin who will be retiring effective January 30, 2026.

**MOTION: CONFIRMING THE APPOINTMENT OF BRIAN HOUSEL AS REPUBLICAN ELECTIONS COMMISSIONER EFFECTIVE FEBRUARY 1, 2026 MADE BY MR. SCHU. SECONDED BY MR. VAN ETTEN. ALL BEING IN FAVOR. MOTION CARRIES 5-0. Resolution Required.**

2. **Assigned Counsel** – Mr. Brewer requested authorization to transfer \$750,000 from 2025 Undistributed Fringe into 2025 Assigned Counsel. He noted they have a negative balance of \$381,000 in the Assigned Counsel budget. This transfer will balance that budget and accommodate receiving additional vouchers through the end of March.

**MOTION: AUTHORIZING A TRANSFER OF \$750,000 FROM THE 2025 UNDISTRIBUTED FRINGE LINE INTO THE 2025 ASSIGNED COUNSEL BUDGET MADE BY MR. VAN ETTEN. SECONDED BY MR. HANNA. ALL BEING IN FAVOR. MOTION CARRIES 5-0. Resolution Required.**

3. **Claim (City of Corning)** – Mr. Brewer stated last month we had discussed a claim received from the Hoad estate. The claim relates to a SWAT team incident. At the time, the SWAT team included a member(s) from the Corning City Police Department, however, there was no agreement on file. Last month there was discussion about this, and the approval was not reported out in the minutes. The City of Corning did receive a legal bill in the amount of \$3,465.50. The Board did discuss and approve covering this cost. He requested authorization to pay that invoice.

**MOTION: AUTHORIZING PAYMENT OF THE INVOICE THE CITY OF CORNING RECEIVED IN THE AMOUNT OF \$3,465.50 RELATIVE TO THE CLAIM BY THE HOAD ESTATE MADE BY MR. SCHU. SECONDED BY MR. VAN ETTEN. ALL BEING IN FAVOR. MOTION CARRIES 5-0.**

Ms. Fitzpatrick asked do we know what the status is on those inter-municipal agreements? We need to stay on top of that and make sure those agreements are in place. Mr. Warner stated this is something that Mr. Rosell has been handling. Mr. Brewer stated we will find out the status of this and share that with the committee.

4. **Grant Writing Services** – Mr. Brewer stated Purchasing has vetted a contract that we would be able to piggyback off another county's bid with Millenium Strategies. This would be an annual contract in the amount of \$57,000 and we do have money budgeted in 2026 for this. We feel this will be very beneficial to the County, especially considering the numerous cuts that we will all face. This company will write grants in conjunction with departments and will also seek out new grant opportunities.

Mr. Van Etten commented if we approve this, we will be adding \$57,000 of fixed costs per year to the budget and if it is successful, it will pay for itself. We have been writing grants with our current staff. With this agreement, will that free up staff to do other work? Mr. Brewer stated he would say so. Most of our departments, especially the larger ones are stretched, and they are not applying for as many grants as they could if they had more staff. All grant awards would go through standing committee and the Full Legislature.

**MOTION: AUTHORIZING THE COUNTY MANAGER TO ENTER INTO A CONTRACT WITH MILLENIUM STRATEGIES FOR ONE YEAR FOR AN ANNUAL COST OF \$57,000 MADE BY MR. SCHU. SECONDED BY MR. VAN ETTEN. ALL BEING IN FAVOR. MOTION CARRIES 5-0.**

**V. NEW BUSINESS**

A. *Animal Abuser Registry* – Ms. Fitzpatrick stated she would like to put on the committee’s radar that she would like to discuss passing a local law relative to setting up an animal abuser registry.

B. *Social Media* – Mr. Pelham stated I think that Mr. Van Stine has been doing a fantastic job in the role that he currently has, but I do not feel that we are really getting our narrative out. He stated he would like the committee to look at the possibility of having Mr. Van Stine do some podcasts so that we can get our narrative out, in an atmosphere that we can control, and be more communicative with the community at large. Mr. Van Stine stated this is something that we should definitely start looking at; something that is new and upcoming. Podcasts are definitely something on other government agencies’ radars. Explore Steuben has a podcast called “What the FLX”, which is doing well. NYS Department of Transportation also has their own podcast. The meaning of this is just to get a clear vocabulary out there of what you guys are doing here. It could be as simple as sitting here for 20 minutes with each of you weekly or bi-weekly and going over your concerns to your constituents or having the department heads come in and talk about their priorities and what is going on in each of their departments. Mr. Van Stine stated he had talked with a couple of the Legislators about this and wanted the okay to start researching this because this is the future of communication. This is something to look at instead of just throwing out Facebook posts all the time and press releases.

C. *Committee Priorities* – Mr. Van Etten asked what is the timeline for setting committee priorities? Ms. Fitzpatrick stated she is thinking that the first Chair’s meeting prior to the January Legislative Meeting will be a legislative roundtable to discuss priorities among the entire group and then they can pass through the committees. That way everybody gets a chance to voice their concerns/priorities.

**MOTION: TO ADJOURN MADE BY MR. VAN ETTEN. SECONDED BY MR. HANNA. ALL BEING IN FAVOR. MOTION CARRIES 5-0.**

Respectfully Submitted by

Amanda L. Chapman  
Deputy Clerk  
Steuben County Legislature

**\*\*NEXT MEETING SCHEDULED FOR\*\*  
Tuesday, February 10, 2026  
9:00 a.m.**

**Please send agenda items to the Clerk of the Legislature’s Office  
NO LATER THAN NOON  
Wednesday, February 4, 2026**