

STEBEN COUNTY ADMINISTRATION COMMITTEE

Tuesday, February 10, 2026

9:00 a.m.

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

****MINUTES****

COMMITTEE: William Thew, Chair Brian C. Schu, Vice Chair K. Michael Hanna
Deborah Shannon Scott J. Van Etten

STAFF: Jack K. Wheeler Christopher Brewer Tim Rosell
Curtis Warner Rochelle Casselbury Mitch Alger
Stacy Housworth Nate Alderman Jennifer DeMonstoy
Lindsay Rice Larry Roach Melissa Edwards

LEGISLATORS: Kelly H. Fitzpatrick Robert V. Nichols Nicholas D. Pelham
Frederick G. Potter Joseph Tobia

OTHERS: Eddie Van Stine, Communications Specialist

I. CALL TO ORDER

Mr. Thew called the meeting to order at 9:00 a.m. and asked Mr. Hanna to lead the Pledge of Allegiance.

II. APPROVAL OF MINUTES

MOTION: APPROVING THE MINUTES OF THE JANUARY 13, 2026, MEETING MADE BY MR. VAN ETTEN. SECONDED BY MR. HANNA. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

III. DEPARTMENT REQUESTS

A. Law Department

1. **Notice of Claim(s)** – Mr. Rosell reported they have no claims other than those relating to tax surplus.

B. Purchasing

1. **Printing Services Bid**

MOTION: AWARDING THE PRINTING SERVICES BID TO THE FOLLOWING BIDDERS ON A LINE-ITEM BASIS: CHECKOMATIC, INC.; COURIER PRINTING CORP.; IMAGE NOW; AND RIDGEWOOD PRESS MADE BY MR. SCHU. SECONDED BY MR. VAN ETTEN. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

C. Personnel

1. **Contract Renewal** – Mr. Alderman requested authorization to renew the contract with Guthrie Occupational Medicine to provide fitness exam for deputy sheriffs at rate of \$218.00 per exam.

MOTION: AUTHORIZING THE PERSONNEL OFFICER TO RENEW THE CONTRACT WITH GUTHRIE OCCUPATIONAL MEDICINE TO PROVIDE FITNESS EXAMS FOR DEPUTY SHERIFFS AT A RATE OF \$218.00 PER EXAM MADE BY MR. HANNA. SECONDED BY MR. SCHU. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

2. **District Attorney's Office**

- *Appoint Three Part-Time Investigators in the Office of the District Attorney Above the Mid-Point*

MOTION: APPOINTING THREE (3) PART-TIME INVESTIGATORS IN THE OFFICE OF THE DISTRICT ATTORNEY ABOVE THE MID-POINT OF MANAGEMENT GRADE H, STEP 11 (\$45,689), MADE BY MR. HANNA. SECONDED BY MR. VAN ETTEN. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

D. County Manager

1. **Assigned Counsel** – Mr. Wheeler requested authorization to appropriate \$250,000 from Undistributed Fringe to pay the remaining 2025 invoices. If this trend continues, we will need additional funds for 2026. We intend to investigate the cause of these increases. We do know that increased caseload and the new rates are contributing factors. Mr. Thew suggested looking at an incentive for attorneys to do assigned counsel in Steuben County to help decrease travel time costs. Mr. Wheeler stated they will look at that.

MOTION: AUTHORIZING AN APPROPRIATION OF \$250,000 FROM THE 2025 UNDISTRIBUTED FRINGE LINE TO ASSIGNED COUNSEL TO COVER REMAINING 2025 EXPENDITURES MADE BY MR. VAN ETTEN. SECONDED BY MR. HANNA. ALL BEING IN FAVOR. MOTION CARRIES 5-0. Resolution Required.

2. **Claim (City of Corning** – Mr. Wheeler requested authorization to pay an amount not to exceed \$10,000 to cover attorney fees for the City of Corning relative to the Hoad Matter. Mr. Rosell explained the intent is to cover two employees that came over to the SWAT Team and we have some responsibility minimally, for their attorney fees. Mr. Thew asked if we have gotten the agreement signed and returned? Mr. Wheeler stated we contacted the city again last week. Mr. Thew asked we have been waiting on the city? We should make any payments contingent upon receiving that executed agreement. It appears they are not addressing this. Mr. Rosell stated there are two issues; the first is the attorney fees for the incident and the second issue is the agreement. Ms. Fitzpatrick asked can we discuss this with the Sheriff and ask the city to not participate on the SWAT Team until the agreement is in place? Mr. Van Etten stated we had that discussion. Mr. Wheeler stated we discussed that 10 or 11 months ago. He stated he and Mr. Rosell can work on this. Discussion followed.

MOTION: AUTHORIZING PAYMENT OF AN AMOUNT NOT TO EXCEED \$10,000.00 TO COVER ATTORNEY FEES FOR THE CITY OF CORNING RELATIVE TO THE CLAIM BY THE HOAD ESTATE MADE BY MR. VAN ETTEN. SECONDED BY MR. SCHU. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

MOTION: TO ADJOURN REGULAR SESSION AND RECONVENE IN EXECUTIVE SESSION RELATIVE TO PUBLIC OFFICERS' LAW, ARTICLE 7§ 105(1)(F) MATTERS REGARDING THE EMPLOYMENT HISTORY OF A PARTICULAR PERSON AND ARTICLE 7§ 105(1)(H) THE PROPOSED ACQUISITION OF REAL PROPERTY MADE BY MR. SCHU. SECONDED BY MR. VAN ETTEN. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

MOTION: AUTHORIZING CONTINUED DISCUSSIONS RELATIVE TO THE PROPERTY SITUATE AT 121 LIBERTY STREET MADE BY MR. VAN ETTEN. SECONDED BY MR. SCHU. MOTION CARRIES 4-1. (LEGISLATOR HANNA OPPOSED)

MOTION: TO ADJOURN EXECUTIVE SESSION AND RECONVENE IN REGULAR SESSION MADE BY MR. SCHU. SECONDED BY MR. VAN ETTEN. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

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

Respectfully Submitted by

Amanda L. Chapman
Deputy Clerk
Steuben County Legislature

****NEXT MEETING SCHEDULED FOR****

Tuesday, March 10, 2026

9:00 a.m.

Please send agenda items to the Clerk of the Legislature's Office

NO LATER THAN NOON

Wednesday, March 4, 2026