

REGULAR MEETING OF THE COMMON COUNCIL

Tuesday, July 22, 2025 – 6:00 p.m.

Council Chambers – Olean Municipal Building

1. ROLL-CALL

2. INVOCATION

3. PLEDGE

4. READING, CORRECTING, AND APPROVAL OF THE MINUTES OF THE PREVIOUS REGULAR MEETING:

“The Regular Meeting of the Olean Common Council was held on Tuesday, July 8, 2025 at 7:55 p.m.”

PRESENT: Aldermen Crawford, Bennion, McCall, Robinson, and Anastasia

ABSENT: Alderman Forney (Ward 2 vacant)

OFFICIALS: Mayor William Aiello; Frank Caputo, City Clerk; Lens Martial, City Auditor; Bridget Marshall, City Attorney; James Sprague, Director of Public Works; Capt. Dave Bauer, Code Enforcement Supervisor, and Tiffany Taylor, Managerial Confidential Administrative Secretary.

5. COMMITTEE REPORTS AND UNFINISHED COUNCIL BUSINESS

6. COMMUNICATIONS FROM THE MAYOR

Special Recognition of New York State Special Olympians

7. MISCELLANEOUS COMMUNICATIONS

8. CITY OFFICIAL REPORTS

Monthly Report of the City Auditor – month ended June 2025

Financial Summary as of June 30, 2025

9. PROPOSED LEGISLATION & REFERRALS

PL #79-25: (Crawford) To amend the City of Olean Code of Ordinances Chapter 13 to include Division 8, Food Trucks. *Referred to Regular Meeting Tuesday, July 22, 2025 for Resolution by Council President.*

PL #80-25: (Aiello) To authorize the creation of the following Capital Funds:
Capital Fund #029 Chips;

Capital Fund #102 Vehicle Replacement;
Capital Fund #103 Police Equipment Replacement;
Capital Fund #119 OATS Bus Reverse;
Capital Fund #132 Parking Lots Maint. Reserve;
Capital Fund #146 Airport Master Plan;
Capital Fund #150 Sidewalk Improvements;
Capital Fund #180 IT Upgrade;
Capital Fund #181 Zombie Grant;
Capital Fund #186 OATS Bus;
Capital Fund #193 Washington Street;
Capital Fund #195 East State Street Phase 3;
Capital Fund #201 N. Union Streetscape;
Capital Fund #213 Stimulus Fund.

Referred to Regular Meeting Tuesday, July 22, 2025 for Resolution by Council President.

PL #81-25: (Crawford) To amend the City of Olean Sidewalk Rebate Program to open the program to all residential properties and to increase the rebate cap to \$1,500 per property. *Referred to Regular Meeting Tuesday, July 22, 2025 for Resolution by Council President.*

PL #82-25: (Aiello) To authorize the transfer of \$2,250 from General Fund Contingency to line item 7110.447 for costs associated with portable toilets for City parks. *Referred to Regular Meeting Tuesday, July 22, 2025 for Resolution by Council President.*

PL #83-25: (Robinson) To authorize the removal of Deaf Child signs from South 14th Street at West Henley Street and North 21st Street at Washington Street. *Referred to Regular Meeting Tuesday, July 22, 2025 for Resolution by Council President.*

PL #84-25: (Aiello) To authorize the transfer of \$19,495.53 from General Fund Contingency to line item 4068.462 for costs associated with mosquito spraying. *Referred to Committee of the Whole Tuesday, July 22, 2025 by Council President.*

PL #85-25: (Aiello) To award the Marcus Park Collaboration Project electrical portion to KelKur Electrical Contracting, LLC in an amount not to exceed \$219,645. *Referred to Committee of the Whole Tuesday, July 22, 2025 by Council President.*

10. FINANCE-BILLS

By Alderman _____ Seconded by Alderman _____

The Auditor has processed bills and claims against the City of Olean as per list submitted to each Alderman and recommends payment thereof.

WHEREAS, the Auditor has presented to the Common Council, bills and claims against the City of Olean totaling \$804,982.56 for the budget and recommends payment thereof.

NOW, THEREFORE, BE IT RESOLVED, that the same be and are hereby audited and allowed, and the Auditor is hereby authorized and directed to draw warrants for the payment thereof at the amounts set opposite each respective claim.

11. RESOLUTIONS

RESOLUTION #77-25

PL #79-25

By Alderman _____, Seconded by Alderman _____

TO AMEND THE CITY OF OLEAN CODE OF ORDINANCES CHAPTER 13 TO INCLUDE DIVISION 8, FOOD TRUCKS

BE IT RESOLVED, that the City of Olean Code of Ordinances Chapter 13 is hereby amended to include the following:

DIVISION 8. FOOD TRUCKS

Sec. 13-304. License required.

- (a) It shall be unlawful for any person to operate a food truck within the City without having first obtained a license and paid the license fee, hereinafter provided.
- (b) The license provided in this division shall be in addition to and not in lieu of any other consent or permit as may be otherwise required by law.

Sec. 13-305. Applications.

- (a) An application for a license pursuant to this division shall be submitted no later than 30 days prior to the start date requested for this license.
- (b) This application shall be in a form prescribed by the City Clerk and shall contain the information as set forth in Section 13-248 of this Code.

Sec. 13-306. License fee.

The license fee for a food truck shall be specified below, payable in advance; no refunds will be given for failure to use the license on the date(s) it is issued for.

- (a) The license fee per day shall be \$20.
- (b) The license fee for a continuous thirty day period shall be \$250.
- (c) The license fee for a continuous six month period shall be \$1,250.
- (d) The license fee for a continuous twelve month period shall be \$2,000.

Sec. 13-307. Restrictions.

- (a) Food trucks shall not be parked on North Union Street between State Street and the railroad tracks or on South Street without prior consent of the City of Olean.
- (b) Food trucks shall not be parked on the street where operating overnight.

(c) Food trucks shall not operate after 10:00 p.m. without prior consent of the City of Olean.

RESOLVED, that this Resolution shall be effective August 1, 2025.

RESOLUTION #78-25

PL #80-25

By Alderman _____, Seconded by Alderman _____

TO AUTHORIZE THE CREATION OF CAPITAL FUNDS

RESOLVED, that the Common Council authorizes the creation of the following Capital Funds:

Capital Fund #029 Chips;
Capital Fund #102 Vehicle Replacement;
Capital Fund #103 Police Equipment Replacement;
Capital Fund #119 OATS Bus Reverse;
Capital Fund #132 Parking Lots Maint. Reserve;
Capital Fund #146 Airport Master Plan;
Capital Fund #150 Sidewalk Improvements;
Capital Fund #180 IT Upgrade;
Capital Fund #181 Zombie Grant;
Capital Fund #186 OATS Bus;
Capital Fund #193 Washington Street;
Capital Fund #195 East State Street Phase 3;
Capital Fund #201 N. Union Streetscape;
Capital Fund #213 Stimulus Fund.

RESOLVED, that this Resolution is hereby effective immediately.

RESOLUTION #79-25

PL #81-25

By Alderman _____, Seconded by Alderman _____

TO AMEND THE CITY OF OLEAN SIDEWALK REBATE PROGRAM

WHEREAS, the Common Council, through Resolution #28-19, established the Sidewalk Rebate Program to aid in the improvement and enhancement of the safety, walking conditions and ADA compliance of sidewalks through the City's residential neighborhoods; and

WHEREAS, the Common Council wishes to amend the program;

RESOLVED, that the City of Olean Sidewalk Rebate Program is hereby amended to allow for applicants for all residential properties, regardless if the property is owner-occupied.

BE IT FURTHER RESOLVED, that the rebate amount of \$8 per square foot shall be available for the mainline sidewalk for residential properties with a \$1,500 cap per property.

RESOLVED, that this Resolution is hereby effective immediately.

RESOLUTION #80-25

PL #82-25

By Alderman _____, Seconded by Alderman _____

**RESOLUTION AUTHORIZING THE TRANSFER OF FUNDS FROM GENERAL FUND CONTINGENCY
TO LINE ITEM 7110.557 FOR COSTS ASSOCIATED WITH PORTABLE TOILETS FOR CITY PARKS**

RESOLVED, that the following transfer be authorized:

Account #	Description – General	Transferred From	Transferred to
A-01-5-1990.590	General Fund Contingency	\$2,250	
A-01-5-7110.447	Parks – Misc. Fees for Services		\$2,250

BE IT FURTHER RESOLVED, that this Resolution is effective immediately.

RESOLUTION #81-25

PL #83-25

By Alderman _____, Seconded by Alderman _____

TO AUTHORIZE THE REMOVAL OF DEAF CHILD SIGNS

BE IT RESOLVED, that the Common Council authorizes the removal of Deaf Child signs from the following locations:

South 14th Street at West Henley Street; and
North 21st Street at Washington Street.

RESOLVED, that this Resolution is hereby effective immediately.

RESOLUTION #83-25

PL #85-25

By Alderman _____, Seconded by Alderman _____

**TO AWARD THE MARCUS PARK COLLABORATION PROJECT ELECTRICAL CONTRACT TO
KELKUR ELECTRICAL CONTRACTING, LLC IN AN AMOUNT NOT TO EXCEED \$219,645**

WHEREAS, the City of Olean Common Council desires to proceed with a project to rehabilitate Marcus Park into an accessible park, the first of its kind in the City of Olean, to include a playground, dog park, restroom, picnic areas, connections to the existing Allegheny River Valley Trail, and accessible parking area, identified a priority project in the draft 2025-2045 Comprehensive Development Plan; and

WHEREAS, the park is a much needed recreational resource for families and children, both disabled and non-disabled, to play together like all children should be able to do; and

WHEREAS, the City of Olean is collaborating with Intandem, created in 2017 by the joining of The Rehabilitation Center, based in Olean, New York, and Opportunities Unlimited, based in Niagara Falls, New York, is a unified brand honoring a six-decade history within the communities in which it serves, honoring both the heritage of each agency and the combined mission to improve the lives of individuals with disabilities; and

WHEREAS, through Intandem fundraising efforts, businesses, individuals, and families within the community who understand the importance of having an inclusive playground in Olean have come together to support the Project to provide a total contribution of \$600,000 towards the Project; and

WHEREAS, in order to proceed with the project; the City of Olean Common Council entered into an agreement with Molly Vendura Landscape and Design Architects, PLLC for the design and construction administration of the Marcus Park Collaboration Project with Intandem; and

WHEREAS, the Common Council and Intandem have received and reviewed the design plan from Molly Vendura Landscape and Design Architects, PLLC and desire to continue with the construction phase of the Marcus Park Collaboration Project; and

WHEREAS, funding currently available for said Project is as follows:

Empire State Development	\$752,675.20,
NYS Office of Parks	\$500,000,
Intandem	\$600,000;
City of Olean	\$205,853; and

Whereas, the City of Olean awarded the site work portion of said project to Gardenville, LLC on June 24, 2025 via Resolution #70-25; and

WHEREAS, the City of Olean advertised for proposals for site lighting and electrical work including, but not limited to: site lighting poles and associated foundations, fixtures, branch circuits and lighting controls; receptacles, lighting and associated branch circuits in the new shelter pavilion; coordination with site contractor for phasing of work; and site restoration of areas required for electrical trenching where no site grading is being performed by others or in areas where electrical contractor did not perform trenching and backfill prior to site contractor completing the restoration work; and

WHEREAS, the City has received and reviewed said bids and recommends the contract for site work be awarded to KelKur Electrical Contracting, LLC, the lowest responsible bidder, in an amount not to exceed \$219,645;

NOW, THEREFORE, BE IT RESOLVED, that the Common Council authorizes the award of the Marcus Park Collaboration Project electrical portion to KelKur Electrical Contracting, LLC in an amount not to exceed \$219,645.

RESOLVED, that this Resolution is hereby effective immediately.

12. PUBLIC COMMENT/INPUT (3 MINUTE LIMIT PER SPEAKER)

13. ADJOURNMENT