

REGULAR MEETING OF THE COMMON COUNCIL

Tuesday, September 9, 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, August 26, 2025 at 7:40 p.m.”

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

ABSENT: Aldermen Forney and Crawford

OFFICIALS: Mayor William Aiello; Frank Caputo, City Clerk; Bridget Marshall, City Attorney; James Sprague, Director of Public Works, and Tiffany Taylor, Managerial Confidential Administrative Secretary.

5. COMMITTEE REPORTS AND UNFINISHED COUNCIL BUSINESS

6. COMMUNICATIONS FROM THE MAYOR

7. MISCELLANEOUS COMMUNICATIONS

Application for a Liquor License – Taco Mexican Olean LLC – 315 North Union Street, Olean

8. CITY OFFICIAL REPORTS

9. PROPOSED LEGISLATION & REFERRALS

PL #94-25: (Aiello) To authorize the transfer of banks to Community Bank, N.A., and to authorize the execution of all contracts and forms required for said transfer. *Referred to Committee of the Whole Tuesday, September 9, 2025 by Council President.*

PL #95-25: (Aiello) To authorize and direct the City Auditor to close Capital Fund #119, OATS Reserve, and Capital Fund #186, OATS bus. *Referred to Regular Meeting Tuesday, September 9, 2025 for Resolution by Council President.*

PL #96-25: (Aiello) To authorize the creation of Capital Fund #255, Code Enforcement Cleanup Fund. *Referred to Regular Meeting Tuesday, September 9, 2025 for Resolution by Council President.*

PL #97-25: (Aiello) To authorize the transfer of funds from General, Water, and Sewer Fund Balances to Capital Fund #180 for costs associated with IT Upgrades and budgeting software. *Referred to Regular Meeting Tuesday, September 9, 2025 for Resolution by Council President.*

PL #98-25: (Aiello) To authorize the transfer of \$82,880.55 from General Fund Balance to Capital Fund #102, Vehicle Replacement Fund. *Referred to Committee of the Whole Tuesday, September 9, 2025 by Council President.*

PL #99-25: (Aiello) To approve the following Commercial Property Improvement Program (CPIP) application for financial assistance as recommended by the Commercial Loan Fund Committee: CPIP #75-03, in an amount not to exceed \$30,000. *Referred to Committee of the Whole Tuesday, September 9, 2025 by Council President.*

PL #100-25: (Aiello) To authorize the transfer of \$15,000 from General Fund Contingency to line item 5110.301 for costs associated with the salt shed foundation design. *Referred to Committee of the Whole Tuesday, September 9, 2025 by Council President.*

10. FINANCE-BILLS

11. RESOLUTIONS

RESOLUTION #41-25 **PL #41-25**

REVISED

By Alderman _____, Seconded by Alderman _____

RESOLUTION ESTABLISHING THE STANDARD WORK DAYS PURSUANT TO NEW YORK STATE AND LOCAL RETIREMENT SYSTEM REGULATION 315.4

BE IT RESOLVED, that the City of Olean / Location code 20039 hereby establishes the following as standard work days for elected and appointed officials and will report the following days worked to the New York State and Local Employees' Retirement System based on the record of activities maintained and submitted by these officials to the Clerk of this body. This information is pursuant to Regulation 315.4(b).

Title and Name	Standard Work Day 315.4(b)(i)	Term Begin/End 315.4(b)(ii)	Days/Mths based on record 315.4(b)(iv)	No ROA Received
Elected Officials				
John Crawford, Alderman	6	8/12/25-12/31/26	5.01	
Jennifer Forney, Alderman	6	1/1/23-12/31/25		X
Appointed Officials				

Steven Rogers, Zoning Board	6	1/1/25-12/31/31	.42	
Kelly Sweet Zoning Board	6	11/18/22- 11/18/29	.35	

RESOLVED, that this resolution will be effective immediately.

RESOLUTION #85-25

PL #87-25

By Alderman _____, Seconded by Alderman _____

TO AUTHORIZE THE REMOVAL OF UNUSED, NON-WORKING LIGHTING ON NORTH UNION STREET

RESOLVED, that the Common Council authorizes the removal of unused, non-working lighting on North Union Street.

RESOLVED, that this Resolution is hereby effective immediately.

RESOLUTION #90-25

PL #92-25

By Alderman _____, Seconded by Alderman _____

TO REASSIGN THE CITY OF OLEAN TREE REMOVAL CONTRACT 2025-2026 TO DECKER TREE SERVICE

WHEREAS, after a request for proposals, the City of Olean selected Great Lakes Tree Service for the City of Olean Tree Removal Contract 2025-2026; and

WHEREAS, Great Lakes Tree Service has withdrawn from this contract award due to unforeseen circumstances; and

WHEREAS, the City of Olean has reviewed bids received and recommends the Common Council reassign the City of Olean Tree Removal Contract 2025-2026 to Decker Tree Service;

RESOLVED, that the Common Council authorizes the reassignment of the City of Olean Tree Removal Contract 2025-2026 to Decker Tree Service.

RESOLVED, that this Resolution is hereby effective immediately.

RESOLUTION #92-25

PL #94-25

By Alderman _____, Seconded by Alderman _____

TO AUTHORIZE THE TRANSFER OF BANKS TO COMMUNITY BANK, N.A. AND TO AUTHORIZE THE EXECUTION OF ALL CONTRACTS AND FORMS REQUIRED FOR SAID TRANSFER

WHEREAS, in the course of the City of Olean's business it has an established relationship with a bank for purposes including, but not limited to, depository of City funds; and

WHEREAS, the City of Olean has found it is in the best interests of the City to switch financial institutions moving forward;

BE IT RESOLVED, that the Common Council of the City of Olean authorizes the City to transfer its accounts to Community Bank, N.A.

RESOLVED, that the Common Council authorizes the Mayor and City Auditor to execute all contracts, agreements, and forms required and related to said transfer.

RESOLVED, that the Common Council authorizes the City Clerk, City Auditor and Mayor to be authorized signatories on said transferred accounts.

RESOLVED, that this Resolution is hereby effective immediately.

RESOLUTION #93-25

PL #95-25

By Alderman _____, Seconded by Alderman _____

TO AUTHORIZE AND DIRECT THE CITY AUDITOR TO CLOSE CAPITAL FUNDS #119 AND #185

WHEREAS, the City of Olean has determined Capital Fund #119, OATS Reserve, and Capital Fund #186, OATS Bus, have no balance and are no longer being used,

RESOLVED, that the Common Council authorizes and directs the City Auditor to close Capital Fund #119, OATS Reserve, and Capital Fund #186, OATS Bus.

RESOLVED, this Resolution is effective immediately.

RESOLUTION #94-25

PL #96-25

By Alderman _____, Seconded by Alderman _____

**RESOLUTION AUTHORIZING THE CREATION OF CAPITAL FUND #255, CODE ENFORCEMENT
CLEANUP FUND**

RESOLVED, that the following Capital Fund be created:

Capital Fund #255 – Code Enforcement Cleanup Fund.

RESOLVED, that this Resolution is effective immediately.

RESOLUTION #95-25

PL #97-25

By Alderman _____, Seconded by Alderman _____

**RESOLUTION AUTHORIZING THE TRANSFER OF FUNDS FROM GENERAL, WATER, AND SEWER
FUND BALANCES TO CAPITAL FUND #180**

RESOLVED, that the following transfer be authorized for costs associated with upgrading the Exchange server, budgeting software, data server upgrades and replacement of wireless access points throughout the Municipal Building:

Account #	Description – General	Transferred From	Transferred to
<i>A-01-3-909.000</i>	General Fund Balance	\$62,500	
<i>F-06-3-909.000</i>	Water Fund Balance	\$31,250	
<i>G-07-3-909.000</i>	Sewer Fund Balance	\$31,250	
Capital Fund #180	IT Upgrades		\$125,000

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

RESOLUTION #96-25

PL #98-25

By Alderman _____, Seconded by Alderman _____

**RESOLUTION AUTHORIZING THE TRANSFER OF FUNDS FROM GENERAL FUND BALANCE TO
CAPITAL FUND #102, VEHICLE REPLACEMENT FUND**

RESOLVED, that the following transfer be authorized for costs associated with the purchase of a new mower for the Parks Department:

Account #	Description – General	Transferred From	Transferred to
<i>A-01-3-909.000</i>	Genera Fund Balance	\$82,880.55	
Capital Fund #102	Vehicle Replacement Fund		\$82,880.55

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

RESOLUTION #97-25

PL #99-25

By Alderman _____, Seconded by Alderman _____

**RESOLUTION APPROVING A COMMERCIAL PROPERTY IMPROVEMENT PROGRAM LOAN TO A
LOCAL BUSINESS**

WHEREAS, the City of Olean has designed a Commercial Property Improvement Program (CPIP) that provides financial incentives for commercial property owners and businesses to rehabilitate their buildings, reduce downtown commercial vacancy rates, create employment opportunities, and preserve and expand the tax base of the City of Olean; and

WHEREAS, assistance to property owners and businesses will be in the form of low interest loans/grants for commercial/business improvement projects; and

WHEREAS, the Olean Commercial Development Loan Fund Committee has reviewed an application for assistance and has recommended approval of:

DPIP #75-03, in an amount not to exceed \$30,000;

BE IT RESOLVED, that the Common Council of the City of Olean has approved said application for assistance under the Commercial Property Improvement Program.

IT IS FURTHER RESOLVED, that this Resolution will be effective immediately.

RESOLUTION #98-25

PL #100-25

By Alderman _____, Seconded by Alderman _____

**RESOLUTION AUTHORIZING THE TRANSFER OF FUNDS FROM GENERAL FUND CONTINGENCY
TO LINE ITEM 5110.301**

RESOLVED, that the following transfer be authorized for costs associated with the salt shed foundation design:

Account #	Description – General	Transferred From	Transferred to
A-01-5-1990.590	General Fund Contingency	\$15,000	
A-01-5-5110.301	Maintenance of Streets – Capital Outlay		\$15,000

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

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

13. ADJOURNMENT