

Olean Urban Renewal Agency

Governance Committee Meeting

October 15, 2025

8:48 a.m. Room 119

Olean Municipal Building

Present: Members – Chairman William Aiello and Linda Witte. Staff – Keri Kerper, Community Development Program Coordinator, Michael Morgan, Attorney, and Tiffany Taylor, Managerial Confidential Administrative Secretary.

1. Roll Call

Mayor Aiello called the meeting to order at 8:48 a.m. and asked that the record show that all committee members were present except Adam Jester, who was excused.

2. Bills and Communications

None

3. Report of the Treasurer

None

4. Report of Committee

None

5. Unfinished Business

None

6. New Business

i. Time & Attendance Policy

Ms. Kerper explained she has not updated the Time and Attendance Policy since its last review, and asked committee members to review the policy to see if any updates or revisions are needed.

A motion to approve the Time and Attendance Policy was made by Ms. Witte, seconded by Mayor Aiello. Voice vote, ayes all. Motion carried.

7. Executive Session

None

8. Adjournment

A motion to adjourn was made by Ms. Witte, seconded by Mayor Aiello. Voice vote, ayes all. Motion carried. Meeting adjourned at approximately 8:50 a.m.