COMMITTEE OF THE WHOLE MEETING MINUTES

TUESDAY, OCTOBER 28, 2025 – 6:00 p.m.
COUNCIL CHAMBERS – OLEAN MUNICIPAL BUILDING

IN ATTENDANCE WERE: ALDERMEN ROBINSON, BENNION, KEARY, McCALL, CRAWFORD, AND ANASTASIA. OTHERS: MAYOR WILLIAM AIELLO; FRANK CAPUTO, CITY CLERK; LENS MARTIAL, CITY AUDITOR; BRIDGET MARSHALL, CITY ATTORNEY; JAMES SPRAGUE, DIRECTOR OF PUBLIC WORKS; JERRY VOLZ, INFOMRATION TECHONOLOGY, AND TIFFANY TAYLOR, MANAGERIAL CONFIDENTIAL ADMINISTRATIVE SECRETARY.

Alderman Robinson called the meeting to order at 6:00 p.m. and asked that the record show that all Aldermen were present.

A motion to enter into executive session to discuss current litigation and collective negotiations pursuant to Article 14 of the Civil Service Law was made by Alderman Robinson, seconded by Alderman Keary. Voice vote, ayes all. Motion carried. Executive session began at 6:00 p.m.

A motion to adjourn from executive session was made by Alderman Robinson, seconded by Alderman McCall. Voice vote, ayes all. Motion carried. Executive session adjourned at 7:15 p.m.

1. PL #111-25: (Robinson) To reschedule the November 11, 2025 meeting of the Olean Common Council to Tuesday, November 4, 2025 at 6:00 p.m. in the Council Chambers of the Olean Municipal Building.

Alderman Robinson explained this has been brought up because the City Building is closed on November 11th for the holiday, and we don't want to pay City employees overtime just to hold a Council meeting. Alderman Bennion explained there will be a PL discussed later about changing the Code of Ordinances, as the way it is currently written Council meetings are to be held on the second and fourth Tuesdays of each month and only the time and location can be changed. Ms. Marshall explained the Council technically needs to change the Code first to allow the Council to change the dates of meetings. Alderman Robinson explained the Code change needs to be published first so that can't be voted on tonight, and Ms. Taylor explained the first date we can vote on the Code change will be November 11th due to the timing of the required publication.

Alderman Robinson asked what the Council wants to do. Alderman Crawford explained past precedence shows that we have always done this. Alderman McCall asked what we do if this does not fit with our Code. Ms. Marshall explained it is up to the Council to make the decision, she is just informing the Council legally what the Code says. Alderman McCall explained we need to change the Code to be able to have the flexibility down the road. Alderman Keary explained he would make the exception to move this meeting, since he does not want to bring people in on the holiday, and change the Code when we can.

Alderman Bennion explained he mentioned this a month ago and if it would have been dealt with then, this would not be an issue. He explained past precedence does not mean this is okay. He explained the Code says you can change the time and place, not the day, and we don't have to hold the meeting in this building. Alderman Robinson explained if this was mentioned a month ago, the Code change should have been a PL a month ago. He explained we need to decide what we are doing on the 11th. Alderman McCall explained we can convene and then adjourn, if there is an issue fitting this with the Code. Alderman Bennion explained he feels we have identified a problem and are going to work on fixing this problem, but we have to post the change in the paper before we can fix it.

A motion to approve PL #111-25 was made by Alderman Robinson, seconded by Alderman Anastasia. Voice vote, ayes all except Alderman Bennion, who voted no. Motion carried. Referred to Regular Meeting for Resolution.

2. PL #115-25: (Aiello) To authorize the Mayor to execute a Lump Sum Consultant Agreement between C&S Engineers, Inc. and the City of Olean for the design portion of the Security Gate Improvements Project at the Cattaraugus County – Olean Airport.

Director Sprague explained this, as well as the next four PL's, are a series to act on with C&S Engineering and are reflective of the Airport's Capital Improvement Plan as submitted to the FAA> He explained C&S has provided us with a separate proposal for each of the projects. Alderman McCall asked if the costs are reimbursed by the FAA. Director Sprague explained right now we are at 95% grants and a 5% local match with the County helps the City with. Mayor Aiello explained 90% of funding comes from the FAA, 5% comes from the State, and historically we have requested $95,000 from the County which helps towards our portion of the costs.

Alderman Robinson asked if the City's portion for all five agreements is collectively over $95,000. Ms. Taylor explained the cost for PL #115-25 is $35,000, the cost for PL #116-25 is 98,000, the cost for PL #117-25 is $92,000, the cost for PL #118-25 is 63,380, and the cost for PL #119-25 is $56,811. Alderman McCall asked if this is just for the consulting cost, and Director Sprague explained this is correct. Alderman Bennion explained our 5% match is around $16,000.

A motion to approve PL #115-25 was made by Alderman Robinson, seconded by Alderman McCall. Voice vote, ayes all. Motion carried. Referred to Regular Meeting for Resolution.

3. PL #116-25: (Aiello) To authorize the Mayor to execute a Lump Sump Consultant Agreement between C&S Engineers, Inc. and the City of Olean for the design portion of the Automated Weather Observing System (AWOS) Project at the Cattaraugus County – Olean Airport.

A motion to approve PL #116-25 was made by Alderman Keary, seconded by Alderman Robinson. Voice vote, ayes all. Motion carried. Referred to Regular Meeting for Resolution.

4. PL #117-25: (Aiello) To authorize the Mayor to execute a Lump Sum Consultant Agreement between C&S Engineers, Inc. and the City of Olean for the design portion of the Terminal Building Septic Improvements Project at the Cattaraugus County – Olean Airport.

A motion to approve PL #117-25 was made by Alderman Anastasia, seconded by Alderman McCall. Voice vote, ayes all. Motion carried. Referred to Regular Meeting for Resolution.

5. PL #118-25: (Aiello) To authorize the Mayor to execute a Cost Plus Fixed Fee Consultant Agreement between C&S Engineers, Inc. and the City of Olean for the construction observation and administration portion of the Automobile Parking and Lighting Improvements Project at the Cattaraugus County – Olean Airport.

A motion to approve PL #118-25 was made by Alderman Robinson, seconded by Alderman Keary. Voice vote, ayes all. Motion carried. Referred to Regular Meeting for Resolution.

6. PL #119-25: (Aiello) To authorize the Mayor to execute a Cost Plus Fixed Fee Consultant Agreement between C&S Engineers, Inc. and the City of Olean for the construction observation and administration portion of the Apron Rehabilitation Project at the Cattaraugus County – Olean Airport.

A motion to approve PL #119-25 was made by Alderman McCall, seconded by Alderman Anastasia. Voice vote, ayes all. Motion carried. Referred to Regular Meeting for Resolution.

7. PL #121-25: (Bennion) To amend the City of Olean Code of Ordinances Section 2-38 to authorize the date, time, and location of Regular Council meetings to be amended by Council Resolution.

Alderman Robinson explained this was discussed with PL #111-25, and explained Alderman Bennion has brought this forward to fix a wrong that has gone on for many years.

A motion to approve PL #121-25 was made by Alderman Bennion, seconded by Alderman Robinson. Voice vote, ayes all. Motion carried. Referred to Regular Meeting Tuesday, November 25, 2025 for Resolution.

8. PL #123-25: (Aiello) To authorize the Mayor to sign and submit a grant application to the Department of Homeland Security and Emergency Services State and Local Cybersecurity Grant Program (SLCGP).

Mr. Volz explained about a year ago, he and Mr. Wells signed up with a State-wide security group, and through this group were able to get 10 point security software on our computers for free. He explained they have announced a grant for multi-factor authentication devices. He explained if we are awarded the grant, we are given the devices to plug in for an added layer of security logging into City computers. He explained there is no cost to us, no match and no money involved, they just give those awarded the grant the devices themselves. He explained there is some recording that would need to be done on our end as well as installation and training for everyone who uses the devices. He explained cyber security groups recommend these and have asked if we have them before, but we have not had them due to the costs. He explained this is a chance to have these devices with no cost to the City. Alderman Keary asked if these are chips that will work with a reader, and Mr. Volz explained they have not specified the type of device that will be provided.

A motion to approve PL #123-25 was made by Alderman McCall, seconded by Alderman Keary. Voice vote, ayes all. Motion carried. Referred to Regular Meeting for Resolution.

9. Adjournment

A motion to adjourn was made by Alderman Robinson, seconded by Alderman Anastasia. Voice vote, ayes all. Motion carried. Meeting adjourned at approximately 7:40 p.m.