

REGULAR MEETING OF THE COMMON COUNCIL

Tuesday, November 25, 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, November 4, 2025 at 7:10 p.m.”

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

ABSENT: Alderman Crawford

OFFICIALS: Frank Caputo, City Clerk; Lens Martial, City Auditor; 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

8. CITY OFFICIAL REPORTS

Monthly Report of the City Auditor – month ended October 2025

Fiscal Summary as of October 31, 2025

9. PROPOSED LEGISLATION & REFERRALS

PL #128-25: (Aiello) To authorize the purchase of a Kubota side-by-side utilizing funds from Capital Fund NYCLASS interest. *Referred to Regular Meeting Tuesday, November 25, 2025 for Resolution by Council President.*

PL #129-25: (Aiello) To authorize and direct the City Auditor to close various capital funds, and to authorize the transfer of funds associated with the closing of capital funds. *Referred to Regular Meeting Tuesday, November 25, 2025 for Resolution by Council President.*

PL #130-25: (Aiello) To award the 2025-2026 City of Olean Tree Removal Contract to Scutt Stump Grinding. *Referred to Regular Meeting Tuesday, November 25, 2025 for Resolution 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 \$1,720,054.72 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 #123-25

PL #127-25

By Alderman _____, Seconded by Alderman _____

TO AUTHORIZE THE MAYOR TO EXECUTE A CHANGE ORDER WITH MILLENNIUM CONSTRUCTION FOR THE WALKABLE OLEAN PHASE III – EAST STATE STREET PROJECT IN AN AMOUNT OF \$58,394 FOR QUANTITY OVERRUNS, AS WELL AS WORK ON DECORATIVE LIGHTING AND LIGHTING CIRCUIT WIRING FOR ORNAMENTAL CHRISTMAS LIGHTING IN THE VICINITY OF THE BARRY STREET ROUNDABOUT

WHEREAS, Section 2-174 of the City of Olean Code of Ordinances, Change Order Policy, requires that the Mayor and Common Council approve all cane orders that exceed a cost of \$25,000; and

WHEREAS, cost overruns as well as work on decorative lighting and lighting circuit wiring for ornamental Christmas lighting in the vicinity of the Barry Street roundabout have caused a change order prior to the contractor closeout of the Walkable Olean Phase III – East State Street Project;

NOW, THEREFORE, BE IT RESOLVED, that the Common Council authorizes the Mayor to execute a Change Order with Millennium Construction for the Walkable Olean Phase III – East State Street Project in an amount of \$58,394 for quantity overruns, as well as work on decorative lighting and lighting circuit wiring for ornamental Christmas lighting in the vicinity of the Barry Street roundabout.

RESOLVED, that this Resolution is hereby effective immediately.

RESOLUTION #124-25

PL #120-25

By Alderman _____, Seconded by Alderman _____

**TO AMEND THE CITY OF OLEAN CODE OF ORDINANCES CHAPTER 28, ZONING, SECTIONS
10.7.1 AND 10.7.5 TO AMEND VERTICAL SIGHT REQUIREMENTS**

RESOLVED, that the City of Olean Code of Ordinances Chapter 28, Zoning, Section 10.7.1 is hereby amended as follows:

10.7.1. Where a driveway meets a street, no hedge, wall or other planting shall be installed and maintained which exceeds three feet in height for a distance of eight feet from the public right-of-way.

BE IT FURTHER RESOLVED, that the City of Olean Code of Ordinances Chapter 28, Zoning, Section 10.7.5 is hereby amended as follows:

10.7.5. The clear vision area shall contain no plantings, fences, walls, structures, or temporary or permanent obstructions exceeding three feet in height measured from the top of the street pavements, unless such plantings have all branches and foliage removed to a height of seven feet above the finished grade.

RESOLVED, that this Resolution is hereby effective immediately.

RESOLUTION #126-25

PL #128-25

By Alderman _____, Seconded by Alderman _____

**TO AUTHORIZE THE USE OF \$37,382.15 OF CAPITAL FUND NY CLASS INTEREST TO PURCHASE
A SIDE-BY-SIDE FOR THE PARKS DEPARTMENT**

RESOLVED, that the Common Council authorizes the City of Olean to use \$37,382.15 of Capital Fund NY CLASS interest to purchase a side-by-side for the Parks Department.

RESOLVED, that this Resolutions is effective immediately.

RESOLUTION #127-25

PL #129-25

By Alderman _____, Seconded by Alderman _____

**RESOLUTION AUTHORIZING THE TRANSFER OF FUNDS FROM CAPITAL FUND #227 TO CAPITAL
#180, AND TO AUTHORIZE AND DIRECT THE CITY AUDITOR TO CLOSE VARIOUS CAPITAL FUNDS**

RESOLVED, that the following transfers be authorized:

<u>Account</u>	<u>Description-General</u>	<u>Transferred from</u>	<u>Transferred to</u>
Capital Fund #227	iWorQ Software	\$1,375	
Capital Fund #180	IT Upgrades		\$1,375

RESOLVED, that the Common Council authorizes and directs the City Auditor to close the following Capital Funds:

Capital Fund #215 – Comprehensive Development Plan;
Capital Fund #217 – BBGP Marketing Assistance Program;
Capital Fund #218 – BBGP Real Estate Assistance Program;
Capital Fund #224 – Forness Park Lighting; and
Capital Fund #227 – iWorQ Software.

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

RESOLUTION #128-25

PL #130-25

By Alderman _____, Seconded by Alderman _____

TO AWARD THE CITY OF OLEAN TREE REMOVAL CONTRACT 2025-2026 TO SCUTT STUMP GRINDING

WHEREAS, after a request for proposals, the City of Olean has received and reviewed bids received and recommends the Common Council reassign the City of Olean Tree Removal Contract 2025-2026 to Scutt Stump Grinding;

RESOLVED, that the Common Council authorizes the reassignment of the City of Olean Tree Removal Contract 2025-2026 to Scutt Stump Grinding.

RESOLVED, that this Resolution is hereby effective immediately.

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

13. ADJOURNMENT