

REGULAR MEETING OF THE COMMON COUNCIL

Tuesday, March 24, 2026 – 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, March 10, 2026 at 6:25 p.m.”

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

ABSENT: Alderman Anastasia

OFFICIALS: Mayor Amy Sherburne; Frank Caputo, City Clerk; Lens Martial, City Auditor; Michael Morgan, City Attorney; Jennifer Fairbank-Black, Chief of Staff; James Sprague, Director of Public Works; Jerry Volz, IT Network Coordinator; Stephanie Olson, Principal Account Clerk; Eric Maurouard, Fire Chief, and Tiffany Taylor, Managerial Confidential Administrative Secretary.

5. COMMITTEE REPORTS AND UNFINISHED COUNCIL BUSINESS

6. COMMUNICATIONS FROM THE MAYOR

Special Proclamation for World Down Syndrome Day

Special Proclamation for Women’s History Month

7. MISCELLANEOUS COMMUNICATIONS

8. CITY OFFICIAL REPORTS

Monthly Report of the City Auditor – month ended February 2026

Quarterly Report of the City Auditor – three months ended February 28, 2026

Fiscal Summary as of February 28, 2026

9. PROPOSED LEGISLATION & REFERRALS

PL #25-26: (Sherburne) To authorize the Mayor to execute agreements between the City of Olean and the County of Cattaraugus for funding to offset operating costs at the airport. *Referred to Committee of the Whole Tuesday, March 24, 2026 by Council President.*

PL #26-26: (Sherburne) To approve the following Commercial Property Improvement Program (CPIP) application for financial assistance as recommended by the Commercial Loan Fund Committee: CPIP #77-03, in an amount not to exceed \$25,000. *Referred to Committee of the Whole Tuesday, March 24, 2026 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 \$890,235.92 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. PUBLIC COMMENT/INPUT (3 MINUTE LIMIT PER SPEAKER)

12. RESOLUTIONS

RESOLUTION #27-26

PL #25-26

By Alderman _____, Seconded by Alderman _____

TO AUTHORIZE THE MAYOR TO EXECUTE AGREEMENTS BETWEEN THE CITY OF OLEAN AND THE COUNTY OF CATTARAUGUS FOR FUNDING TO OFFSET OPERATING COSTS AT THE AIRPORT

WHEREAS, the City of Olean funds the operation of the Cattaraugus County – Olean Airport; and

WHEREAS, Cattaraugus County has submitted to the City of Olean the following agreements to provide funding to the City of Olean for operating costs at the Cattaraugus County – Olean Airport:

01/01/2025 – 12/31/2025 in an amount of \$95,000; and

01/01/2026 – 12/31/2026 in an amount of \$95,000;

BE IT RESOLVED, that the Common Council authorizes the Mayor to execute agreements between the City of Olean and the County of Cattaraugus for funding to offset operating costs at the Cattaraugus County – Olean Airport.

RESOLVED, that this Resolution is hereby effective immediately.

RESOLUTION #28-26

PL #26-26

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 Loan Fund Committee has reviewed an application for assistance and has recommended approval of:

CPIP #77-03, in an amount not to exceed \$25,000;

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.

13. ADJOURNMENT