

COMMITTEE OF THE WHOLE MEETING MINUTES

TUESDAY, MARCH 24, 2026 – 6:00 p.m.

COUNCIL CHAMBERS – OLEAN MUNICIPAL BUILDING

IN ATTENDANCE WERE: ALDERMEN ROBINSON, BENNION, KEARY, FORNEY, McCALL, CRAWFORD, AND ANASTASIA. OTHERS: MAYOR AMY SHERBURNE; JENNIFER FAIRBANKS-BLACK, CHIEF OF STAFF; MIKE MORGAN, CITY ATTORNEY; FRANK CAPUTO, CITY CLERK; LENS MARTIAL, CITY AUDITOR; KERI KERPER, COMMUNITY DEVELOPMENT PROGRAM COORDINATOR; JAMES SPRAGUE, DIRECTOR OF PUBLIC WORKS; STEPHANIE OLSON, PRINCIPAL ACCOUNT CLERK, 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.

1. 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.

Mayor Sherburne explained this is the same agreement we had in the past, and explained we are ensuring we sign the paperwork so we are able to receive the funds from the County. Alderman Robinson explained he supports anything that will help with offsetting City resident's costs.

A motion to approve PL #25-26 was made by Alderman Robinson, seconded by Alderman McCall. Voice vote, ayes all. Motion carried. Referred to regular meeting for resolution.

2. 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.

Ms. Kerper explained the Commercial Property Loan Fund Committee met March 20, 2026 and reviewed the application, financial information and proposed improvements for this applicant. She explained the Committee recommends the Common Council approve the applicant for up to \$25,000 at the Federal prime rate for up to seven years. She explained this will be for concrete repairs, roofline masonry weatherproofing, and window replacement for a downtown business, Ms. Kerper advised she will work with Code Enforcement and the applicant on the progress of the contractor's work,

A motion to approve PL #26-26 was made by Alderman Anastasia, seconded by Alderman Keary. Voice vote, ayes all. Motion carried. Referred to regular meeting for resolution.

3. Adjournment

A motion to adjourn was made by Alderman Robinson, seconded by Alderman Anastasia. Voice vote, ayes all. Motion carried. Meeting adjourned at 6:02 p.m.