

REGULAR MEETING OF THE COMMON COUNCIL

Tuesday, April 28, 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, April 14, 2026 at 7:00 p.m.”

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

ABSENT: None

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; Keri Kerper, Community Development Program Coordinator; Ron Richardson, Police Chief; 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 Fair Housing Month

7. MISCELLANEOUS COMMUNICATIONS

8. CITY OFFICIAL REPORTS

9. PROPOSED LEGISLATION & REFERRALS

PL #37-26: (Sherburne) To declare the month of April 2026 as Fair Housing Month in the City of Olean. *Referred to Committee of the Whole Tuesday, April 28, 2026 by Council President.*

PL #38-26: (Sherburne) To establish the Standard Work Days pursuant to New York State and Local Retirement System Regulations 315.4. *Referred to Committee of the Whole Tuesday, April 28, 2026 by Council President.*

PL #39-26: (Sherburne) To amend the reimbursement for the Sidewalk Program to 50% of the City of Olean's contractor's cost per eligible square foot. *Referred to Committee of the Whole Tuesday, April 28, 2026 by Council President.*

PL #40-26: (Sherburne) To amend the City of Olean Code of Ordinances Section 24-136, Seasonal restrictions, to amend parking restrictions for street sweeping. *Referred to Committee of the Whole Tuesday, April 28, 2026 by Council President.*

PL #41-26: (Sherburne) To authorize the appointment of Allison Barnish as City Auditor. *Referred to Committee of the Whole Tuesday, April 28, 2026 by Council President.*

PL #42-26: (Sherburne) To authorize the appointment of Lens Martial as City Clerk. *Referred to Committee of the Whole Tuesday, April 28, 2026 by Council President.*

PL #43-26: (Sherburne) To enact a Local Law establishing an Administrative Civil Penalty System and Daily Fee Schedule for Property Maintenance and Building Code Violations. *Referred to Public Safety Committee by Council President.*

PL #44-26: (Sherburne) To enact a Local Law establishing a permitting process to ensure Brownfield Opportunity Area (BOA) remediation is conducted safely and that the developer – not taxpayers – bears the cost of municipal oversight and maintenance. *Referred to Finance Committee by Council President.*

PL #45-26: (Sherburne) To authorize the Mayor to enter into a contract between the County of Cattaraugus and the City of Olean for mosquito spraying services for the term May 1, 2026 through December 31, 2026. *Referred to Committee of the Whole Tuesday, April 28, 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 \$1,022,124.84 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 #38-26**PL #36-26**

By Alderman _____, Seconded by Alderman _____

**RESOLUTION AUTHORIZING THE TRANSFER OF FUNDS FROM VARIOUS CAPITAL FUNDS TO
REVENUE LINE A01-4-2020**

RESOLVED, that the following transfer be authorized:

Account #	Description – General	Transferred From	Transferred to
Capital Fund #185	Tree Pruning / Removal	\$8,761.50	
Capital Fund #198	Times Square Repairs	\$14,711	
Capital Fund #219	Oak Hill Park	\$100,000	
A01-4-2020	Revenue – Community Development		\$123,472.50

BE IT FURTHER RESOLVED, that this Resolution is effective June 1, 2026.

RESOLUTION #40-26**PL #37-26**

By Alderman _____, Seconded by Alderman _____

TO DECLARE THE MONTH OF APRIL 2026 AS FAIR HOUSING MONTH IN THE CITY OF OLEAN

WHEREAS, the Fair Housing Act prohibits discrimination from any property owner, landlord, property manager or other person in relation to the sale, rental, and financing of dwellings, and in other housing-related transactions because of, but are not limited to, race, color, religion, sex (including gender identity and sexual orientation), familial status, national origin, and disability; and

WHEREAS, the need for shelter is one of the most basic and fundamental human needs and plays a pivotal role in ensuring a safe and thriving community; the right freely to choose a place to live is a basic human right, and discrimination in housing-related activities is not only against the law, it goes against the core principles of our City, State, and Country, undermines economic opportunity through housing, and threatens the well-being of our community; and

WHEREAS, Fair Housing Month provides an opportunity to highlight the importance of equal and fair access to housing, reaffirm the City's commitment to these principles, and to recognize all neighbors, businesses, property managers and property owners who reside within our community, acknowledging their vital contributions, as well as the richness created by a mix of young and old, male and female, disabled and non-disabled, people of all colors, ethnic and cultural backgrounds, and religious traditions in our community;

NOW, THEREFORE, BE IT RESOLVED by the Common Council of the City of Olean, New York that the month of April 2025 is to be observed as Fair Housing Month.

RESOLUTION #41-26

PL #38-26

By Alderman _____, Seconded by Alderman _____

**RESOLUTION ESTABLISHING THE STANDARD WORK DAYS PURSUANT TO NEW YORK STATE
AND LOCAL RETIREMENT SYSTEM REGULATION 315.4**

BE IT RESOLVED, that the City of Olean / Location code 20039 hereby establishes the following as standard work days for elected and appointed officials and will report the following days worked to the New York State and Local Employees' Retirement System based on the record of activities maintained and submitted by these officials to the Clerk of this body. This information is pursuant to Regulation 315.4(b).

Title and Name	Standard Work Day 315.4(b)(i)	Term Begin/End 315.4(b)(ii)	Days/Mths based on record 315.4(b)(iv)	No ROA Received
Elected Officials				
John Crawford, Alderman	6	8/12/25-12/31/26		X
Jennifer Forney, Alderman	6	1/1/25-12/31/26		X
Appointed Officials				
Michael Morgan, City Attorney	6	01/02/26- 12/31/29	5.25	
Steven Rogers, Zoning Board	6	1/1/25-12/31/31	.42	
Kelly Sweet Zoning Board	6	11/18/22- 11/18/29	.35	

RESOLVED, that this resolution will be effective immediately.

RESOLUTION #42-26

PL #39-26

By Alderman _____, Seconded by Alderman _____

TO AMEND THE CITY OF OLEAN SIDEWALK REBATE PROGRAM

WHEREAS, the Common Council, through Resolution #28-19, established the Sidewalk Rebate Program to aid in the improvement and enhancement of the safety, walking conditions and ADA compliance of sidewalks through the City's residential neighborhoods; and

WHEREAS, the Common Council wishes to amend the program;

RESOLVED, that the City of Olean Sidewalk Rebate Program is hereby amended to allow for applicants for all residential properties, regardless if the property is owner-occupied.

BE IT FURTHER RESOLVED, that the rebate amount of 50% of the City of Olean's contractor's cost per eligible square foot shall be available for the mainline sidewalk for residential properties with a \$1,500 cap per property.

RESOLVED, that this Resolution is hereby effective immediately.

RESOLUTION #43-26

PL #41-26

By Alderman _____, Seconded by Alderman _____

TO CONFIRM THE MAYORAL APPOINTMENT OF ALLISON BARNISH AS CITY AUDITOR

WHEREAS, the Mayor of the City of Olean, New York, is authorized to appoint a City Auditor; and

WHEREAS, pursuant to Section 3.002 of the Charter of the City of Olean, New York, any appointment of a City Auditor by the Mayor must be confirmed by a majority vote of the Common Council; and

WHEREAS, the Common Council feels that the appointment has been made with the best interests of the City of Olean staff and residents in mind;

NOW, THEREFORE, BE IT RESOLVED, that the City of Olean Common Council hereby confirms the Mayoral appointment of Allison Barnish as City Auditor.

RESOLVED, that this Resolution is effective May 11, 2026.

RESOLUTION #44-26

PL #42-26

By Alderman _____, Seconded by Alderman _____

TO CONFIRM THE MAYORAL APPOINTMENT OF LENS MARTIAL AS CITY CLERK

WHEREAS, the Mayor of the City of Olean, New York, is authorized to appoint a City Clerk; and

WHEREAS, pursuant to Section 3.002 of the Charter of the City of Olean, New York, any appointment of a City Clerk by the Mayor must be confirmed by a majority vote of the Common Council; and

WHEREAS, the Common Council feels that the appointment has been made with the best interests of the City of Olean staff and residents in mind;

NOW, THEREFORE, BE IT RESOLVED, that the City of Olean Common Council hereby confirms the Mayoral appointment of Lens Martial as City Clerk.

RESOLVED, that this Resolution is effective May 11, 2026.

RESOLUTION #45-26

PL #45-26

By Alderman _____, Seconded by Alderman _____

**TO AUTHORIZE THE MAYOR TO ENTER INTO A CONTRACT BETWEEN THE COUNTY OF
CATTARAUGUS AND THE CITY OF OLEAN FOR MOSQUITO SPRAYING SERVICES FOR THE TERM
MAY 1, 2026 THROUGH DECEMBER 31, 2026**

WHEREAS, the County of Cattaraugus and the City of Olean have historically entered a contract to spray for mosquitoes; and

WHEREAS, the contract is beneficial to the City because of the health risks that mosquitoes may cause;

BE IT RESOLVED, that the Mayor is authorized to enter into and execute a contract between the County of Cattaraugus and the City of Olean for mosquito spraying services for the term May 1, 2026 through December 31, 2026.

RESOLVED, that this Resolution is effective immediately.

13. ADJOURNMENT