

REGULAR MEETING OF THE COMMON COUNCIL

Tuesday, August 11, 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, July 28, 2026 at 6:05 p.m.”

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

ABSENT: Alderman Forney and Crawford

OFFICIALS: Mayor Amy Sherburne; Lens Martial, City Clerk; Michael Morgan, City Attorney; James Sprague, Director of Public Works; Keri Kerper, Community Development Program Coordinator; Ryan Reed, Code Enforcement Officer; Jerry Volz, IT Network Coordinator, and Tiffany Taylor, Managerial Confidential Administrative Secretary.

5. COMMITTEE REPORTS AND UNFINISHED COUNCIL BUSINESS

Report from Finance Committee on PL #92-26, to authorize the Mayor to execute a Grant Agreement between the City of Olean and the U.S. Department of Transportation Federal Aviation Administration for funding for the construction portion of the PAPIs, REILs, lighting and signage on Runway 4/22, and lighting and signage on Taxiway A and B. Committee recommends approval. Referred to City Attorney for Resolution.

Report from City Operations Committee on PL #93-26, to authorize the Mayor to execute an agreement between the County of Cattaraugus and the City of Olean for Department of the Aging and Youth Services office space at the John J. Ash Community Center. Committee recommends approval. Referred to City Attorney for Resolution.

Report from Finance Committee on PL #94-26, to authorize the Mayor to execute an Intergovernmental Agreement for the Provision of Multi-Factor Authentication Hardware Tokens between the New York State Office of Information Technology Services and the City of Olean. Committee recommends approval. Referred to City Attorney for Resolution.

Report from Finance Committee on PL #95-26, to authorize the transfer of \$20,653.34 from General Fund Contingency to line item 4068.462, Insect Control, for costs associated with mosquito spraying. Committee recommends approval. Referred to City Attorney for Resolution.

Report from Strategic Planning Committee on PL #96-26, to authorize the sale of the property located at 226 North 7th Street, Olean, to a private entity. Committee recommends approval. Referred to City Attorney for Resolution.

Report from Committee of the Whole on PL #97-26, to amend the City of Olean Charter Section 3.002 to require confirmation by the Common Council of the Mayoral appointment of the Administrative Secretary to the Common Council and City Attorney. Committee recommends approval. Referred to City Attorney for Resolution.

Report from City Operations Committee on PL #98-26, to authorize the Mayor to enter into an Arborist Agreement. Committee recommends approval. Referred to City Attorney for Resolution.

Report from City Operations Committee on PL #99-26, to authorize the Mayor to enter into a Professional Services Agreement with Ginger Schroder for legal services for employee relations. Committee recommends approval. Referred to City Attorney for Resolution.

Report from City Operations Committee on PL #100-26, to authorize the Mayor to enter into a Professional Services Agreement with Thomas Windus for consulting and engineering services. Committee recommends approval. Referred to City Attorney for Resolution.

Report from City Operations Committee on PL #104-26, to award the sewer lining contract to Skanex Pipe Services, Inc. Committee recommends approval. Referred to City Attorney for Resolution.

6. COMMUNICATIONS FROM THE MAYOR

VETO – RESOLUTION #76-26

RESOLUTION #76-26

PL #70-26

By Alderman Anastasia, Seconded by Alderman Crawford

TO AWARD THE OLEAN RECREATION CENTER POOL UPGRADES PROJECT CONSTRUCTION PORTION TO PATTERSON-STEVENSON, INC.

WHEREAS, the City of Olean is undertaking a project at the Olean Recreation Center consisting of the removal of an existing wading pool and associated equipment, full replacement of the pool filter room piping and systems, and reconstruction of the concrete pool deck, including new floor drains, cleanouts, and underground drainage piping, installation of a new 5,000-gallon backwash holding tank, and replacement of the perimeter fencing and pool gates; and

WHEREAS, bids for the construction of said upgrades were opened on April 22, 2026 and, after review of submissions, Clark Patterson Lee (CPL), the City's engineer on said project, recommends award of said portion of Patterson-Stevens, Inc. of Tonawanda, NY with a bid of \$1,093,377;

BE IT RESOLVED, that the Common Council of the City of Olean authorizes the award of the Olean Recreation Center Pool Upgrades Project construction portion to Patterson-Stevens, Inc.

RESOLVED, that this Resolution is hereby effective immediately.

7. MISCELLANEOUS COMMUNICATIONS

8. CITY OFFICIAL REPORTS

9. PROPOSED LEGISLATION & REFERRALS

PL #105-26: (Sherburne) To require a Road Use Agreement for all major projects in the City of Olean. *Referred to Finance Committee by Council President.*

PL #106-26: (Sherburne) To amend the City of Olean Code of Ordinances Chapter 13, Article VII, Division 3 to enact a Contractor Accountability Program. *Referred to Public Safety Committee by Council President.*

PL #107-26: (Sherburne) To authorize the Mayor to enter into an Engineering Agreement with Larson Design for sanitary sewer cleaning, televising, and rating associated with the Department of Environmental Conservation Order on Consent utilizing funding from the Environmental Facilities Corporation Planning Grant. *Referred to City Operations Committee by Council President.*

PL# 108-26: To approve the following Commercial Property Improvement Program (CPIP) application for financial assistance as recommended by the Commercial Loan Fund Committee. CPIP #78-03, in an amount not to exceed \$30,000. *Referred to City Operations Committee by Council President.*

PL# 109-26: To repeal and replace Article 25 Section 25-5 in the City of Olean Code or Ordinances, establishing regulations governing CAMPING, SLEEPING AND ENCAMPMENTS ON PUBLIC PROPERTY IN THE CITY OF OLEAN. *Referred to City Operations Committee by Council President.*

PL#110-26: To expand Paychex HR PRO, for a 90 day trial, at the conclusion of the trial, the Auditor shall have the authority to determine whether the program should be continued, modified, or discontinued based upon the department results of the trial. *Referred to City Operations Committee by Council President.*

10. FINANCE-BILLS

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

12. RESOLUTIONS

RESOLUTION #94-26

PL #92-26

By Alderman Bennion, Seconded by Alderman McCall

TO AUTHORIZE THE MAYOR TO EXECUTE A GRANT AGREEMENT BETWEEN THE CITY OF OLEAN AND THE U.S. DEPARTMENT OF TRANSPORTATION FEDERAL AVIATION ADMINISTRATION FOR FUNDING FOR THE CONSTRUCTION PORTION OF PAPIs, REILs, LIGHTING, AND SIGNAGE ON RUNWAY 4/22, AND LIGHTING AND SIGNAGE ON TAXIWAY A AND B

WHEREAS, the City of Olean has submitted to the FAA a Project Application dated May 12, 2026, for a grant of federal funds for a project at or associated with the Cattaraugus County – Olean Airport, which is included as part of this Grant Agreement; and

WHEREAS, the FAA has approved a project for the Cattaraugus County – Olean Airport (herein called the “Project” consisting of the following:

Reconstruct existing Precision Approach Path Indicators (PAPIs) for Runway 4/22, at both Runway thresholds – Construction;

Reconstruct existing Runway End Identification Light System (REILs) for Runway 4/22, at both thresholds – Construction;

Reconstruct existing lighting on Runway 4/22 – Construction;

Reconstruct existing parallel Taxiway A Lighting, including existing stub Taxiway B – Construction;

Reconstruct existing Runway 4/22 signage – Construction; and

Reconstruct existing parallel Taxiway A signage, including existing stub Taxiway B signage – Construction; and

WHEREAS, pursuant to and for the purpose of carrying out Title 49, United States Code (USC), Chapters 471 and 475; 49 USC §§40101 et. seq. and 48103; Consolidated Appropriations Act, 2024 (Public Law Number (P.L.) 118-42); Consolidated Appropriations Act, 2025 (P.L. 119-4); Consolidated Appropriations Act, 2026 (P.L. 119-75); FAA Reauthorization Act of 2024 (P.L. 118-63); Infrastructure Investment and Jobs Act of 2021 (IIJA) (P.L. 117-58) (as applicable); and the representations contained in the Project Application, the Federal Aviation Administration, on behalf of the United States, hereby offers and agrees to pay 95% of the allowable costs incurred accomplishing the Project as the United States’ share of the Project;

NOW, THEREFORE, BE IT RESOLVED, that the Common Council authorizes the Mayor to execute a Grant Agreement between the City of Olean and the U.S. Department of Transportation Federal Aviation Administration for funding for the construction portion of PAPIs, REILs, lighting, and signage on Runway 4/22, and lighting and signage on Taxiway A and B.

RESOLVED, that this Resolution is hereby effective immediately.

RESOLUTION #95-26

PL #93-26

By Alderman Keary, Seconded by Alderman McCall

TO AUTHORIZE THE MAYOR TO EXECUTE AN AGREEMENT BETWEEN THE COUNTY OF CATTARAUGUS AND THE CITY OF OLEAN FOR DEPARTMENT OF THE AGING AND YOUTH SERVICES OFFICE SPACE AT THE JOHN J. ASH COMMUNITY CENTER

WHEREAS, the County of Cattaraugus, through its Department of the Aging and Youth Services, hereinafter referred to as “Department,” wishes to utilize office space to allow a staff social worker or other department personnel to meet confidentiality with older adults and/or their caregivers; and

WHEREAS, City of Olean has the John J. Ash Community Center containing available office space for use;

BE IT RESOLVED, that the Common Council authorizes the Mayor to execute an agreement between the County of Cattaraugus and the City of Olean for Department of the Aging and Youth Services office space at the John J. Ash Community Center.

RESOLVED, that this Resolution is hereby effective immediately.

RESOLUTION #96-26

PL #94-26

By Alderman Keary, Seconded by Alderman Bennion

TO AUTHORIZE THE MAYOR TO EXECUTE AN INTERGOVERNMENTAL AGREEMENT FOR THE PROVISION OF MULTI-FACTOR AUTHENTICATION HARDWARE TOKENS BETWEEN THE NEW YORK STATE OFFICE OF INFORMATION TECHNOLOGY SERVICES AND THE CITY OF OLEAN

WHEREAS, the New York State Office of Information Technology Services (“ITS”) is responsible for protecting New York State Government’s (“the State’s”) cybersecurity infrastructure and does so by employing a multi-faceted approach that includes coordinating policies, standards and programs on cyber security across the State, partnering with State agencies and law enforcement, monitoring the State’s technology assets and responding to abnormalities and threats to their systems; and

WHEREAS, the New York State Division of Homeland Security and Emergency Services (“DHSES”) is the federally-designated State Administrative Agency (“SAA”) responsible for the allocation and administration of grant funds in accordance with the established program requirements, and furthermore is responsible for working with federal, state, local and private entities to protect New York’s critical

infrastructure from cyber threats and vulnerabilities and to coordinate and facilitate information and intelligence sharing amongst these entities to assist in the early identification of and response to natural and man-made disasters; and

WHEREAS, the City of Olean has applied for New York State’s Combined FY2022 and FY2023 State and Local Cybersecurity Grant Program and has been selected by DHSES as a recipient of the multi-factor authentication tokens shared service; and

WHEREAS, the City of Olean remains committed to ensuring the safety of its respective critical infrastructure by investing in technology for strengthening cyber security and resiliency in the face of evolving threats; and

WHEREAS, the City of Olean recognizes that multi-factor authentication is a foundational cybersecurity best practice to appropriately secure information systems;

NOW, THEREFORE, BE IT RESOLVED, that the Common Council of the City of Olean authorizes the Mayor to execute an Intergovernmental Agreement for the Provision of Multi-Factor Authentication Hardware Tokens between the New York State Office of Information Technology Services and the City of Olean.

RESOLVED, that this Resolution is hereby effective immediately.

RESOLUTION #97-26
PL #95-26

By Alderman Anastasia, Seconded by Alderman McCall

**RESOLUTION AUTHORIZING THE TRANSFER OF FUNDS FROM GENERAL FUND CONTINGENCY TO LINE
ITEM 4068.462**

RESOLVED, that the following transfer be authorized for costs associated with mosquito larvae spraying:

Account #	Description – General	Transferred From	Transferred to
A-01-5-1990.590	General Fund Contingency	\$20,653.34	
A-01-5-4068.462	Insect Control		\$20,653.34

BE IT FURTHER RESOLVED, that this Resolution is effective immediately.

RESOLUTION #98-26
PL #96-26

By Alderman Bennion, Seconded by Alderman McCall

TO AUTHORIZE THE SALE OF 226 NORTH SEVENTH STREET TO A PRIVATE ENTITY

WHEREAS, on October 25, 2016 the Common Council enacted Local Law #01-2016, adopting a policy for the sale or franchise of City-owned property; and

WHEREAS, said Local Law authorizes the Common Council to authorize a private sale of City-owned property not needed for public or municipal purposes, if said sale is in the best interests of the City; and

WHEREAS, Antonio Scordo, the owner of (“Owner”) of 227 North Sixth Street, has submitted to the Common Council a purchase offer for City owned property (“City Property”) located 226 North Seventh Street, and

WHEREAS, the City Property is located directly across the street from the property of the Owner and said purchase offer requires resident to adhere to restrictions and covenants as set forth by the City of Olean Common Council;

NOW, THEREFORE, BE IT RESOLVED, THAT the Common Council declares that the City Property identified as 226 North Seventh Street (s/b/l: 94.064-4-74) as property that is no longer needed for public or municipal purposes; and,

BE IT FURTHER RESOLVED, that the Common Council determines that the sale of the property to Antonio Scordo, with the condition that the property be used as a vacant green space, to be maintained in accordance with the City of Olean Code of Ordinances by the Owner in the best interests of the City, and

BE IT FURTHER RESOLVED, THAT the City will sell and convey its rights, title and interest in and to the real property identified as 226 North Seventh Street (s/b/l: 94.064-4-74) to Antonio Scordo for \$1.00 and the costs of the conveyance, and

RESOLVED, that the deed conveying title to the property shall contain the following restrictive and reversionary language which are intended to run with the land:

1. No structures of any type may be erected on the property without a duly authorized resolution of the Common Council.
2. The property is to be used solely as a green space.
3. The Owner will be responsible to maintain the lot in accordance with requirements set forth within the City of Olean Code of Ordinances.

RESOLVED, that the deed shall not be executed and delivered to the Grantee until the time period specified in Local Law 01-2016, for the filing of a petition demanding a public referendum on the proposed sale, has expired.

RESOLVED, that this Resolution is effective immediately.

RESOLUTION #99-26

PL #97-26

By Alderman Robinson, Seconded by Alderman Keary

**TO AMEND THE CITY OF OLEAN CHARTER SECTION 3.002 TO REQUIRE CONFIRMATION BY THE
COMMON COUNCIL OF THE MAYORAL APPOINTMENT OF THE ADMINISTRATIVE SECRETARY TO THE
COMMON COUNCIL AND CITY ATTORNEY**

RESOLVED, that the City of Olean Charter Section 3.002 is hereby amended to include the following:

- (c) The mayor shall appoint, subject to confirmation by a majority vote of the Common Council, the Administrative Secretary to the Common Council and City Attorney.

RESOLVED, that this Resolution is hereby effective immediately.

RESOLUTION #100-26

PL #98-26

By Alderman Bennion, Seconded by Alderman Anastasia

TO AUTHORIZE THE MAYOR TO ENTER INTO AN ARBORIST AGREEMENT

RESOLVED, that the Common Council authorizes the Mayor to execute an Arborist Agreement for the City of Olean.

RESOLVED, that this Resolution is hereby effective immediately.

RESOLUTION #101-26

PL #99-26

By Alderman Keary, Seconded by Alderman McCall

**TO AUTHORIZE THE MAYOR TO ENTER INTO A PROFESSIONAL SERVICES AGREEMENT WITH GINGER
SCHRODER FOR LEGAL SERVICES**

RESOLVED, that the Common Council authorizes the Mayor to execute a Professional Services Agreement with Ginger Schroder for legal services.

RESOLVED, that this Resolution is hereby effective immediately.

RESOLUTION #102-26

PL #100-26

By Alderman Bennion, Seconded by Alderman McCall

**TO AUTHORIZE THE MAYOR TO ENTER INTO A PROFESSIONAL SERVICES AGREEMENT WITH
THOMAS WINDUS FOR CONSULTING AND ENGINEERING SERVICES**

RESOLVED, that the Common Council authorizes the Mayor to execute a Professional Services Agreement with Thomas Windus for consulting and engineering services.

RESOLVED, that this Resolution is hereby effective immediately.

RESOLUTION #103-26

PL #104-26

By Alderman Bennion, Seconded by Alderman Keary

TO AWARD THE CONTRACT FOR SEWER LINING FOR FISCAL YEAR 2026-2027

RESOLVED, that the Common Council authorizes the award of the contract for sewer lining for fiscal year 2026-2027 to Skanex Pipe Services, Inc.

RESOLVED, that this Resolution is hereby effective immediately.

13. ADJOURNMENT