

# COMMITTEE OF THE WHOLE MEETING MINUTES

*TUESDAY, AUGUST 10, 2021 – 6:30 p.m.*  
**COUNCIL CHAMBERS – OLEAN MUNICIPAL BUILDING**

IN ATTENDANCE WERE: ALDERMEN CRAWFORD, WITTE, GONZALEZ, BARNARD, ROBINSON, AND ANASTASIA. OTHERS: MAYOR WILLIAM AIELLO; LENS MARTIAL, CITY CLERK; KERI KERPER, COMMUNITY DEVELOPMENT PROGRAM COORDINATOR; BOB RING, DIRECTOR OF PUBLIC WORKS, AND TIFFANY TAYLOR, MANAGERIAL CONFIDENTIAL ADMINISTRATIVE SECRETARY.

Alderman Crawford called the meeting to order at 6:30 p.m. and asked that the record show that all Aldermen were present except Alderman Panus, who was excused.

1. PL #47-21: (Aiello) to approve the following Downtown Property Improvement Program (DPIP) application for financial assistance as recommended by the Revolving Loan Fund Committee: DPIP #70-04, in an amount not to exceed \$30,000.

Ms. Kerper explained that the Revolving Loan Fund Committee reviewed this application last week, including the applicant's personal and business financial information and various quotes for repairs. She explained that the applicant would use the funds for emergency repairs to the façade, as well as window and electrical upgrades. She noted that the upper floor usage is for commercial use, not residential. Ms. Kerper explained that under this program, the City pays the contractor directly. The funding is 20% grant and 80% loan which is financed over five years at prime rate.

Alderman Witte asked if there is anyone who has failed to pay the City back, and Ms. Kerper responded very rarely. She explained that the City has a really great loan portfolio. Every January she puts out a memorandum and report to the Council which includes the information on all of the current loan participants.

A motion to approve PL #47-21 was made by Alderman Witte, seconded by Alderman Barnard. Voice vote, ayes all. Motion carried. Referred to Regular Meeting for Resolution.

2. PL #48-21: (Aiello) To authorize the transfer of \$5,714.80 from General Fund Contingency to line item 1010.41 for costs associated with the 2018-2020 City of Olean Code of Ordinances update.

Mayor Aiello explained that as the Council can recall, money was moved from Contingency to this line item in last year's budget, the bill never came in until now and the funding was not encumbered so it rolled back into the General Fund. He explained that we are asking that this funding be allocated so we can pay the bill for the Code update. Alderman Crawford added that this puts all of the paper codes to the website eCode for everyone to access.

A motion to approve PL #48-21 was made by Alderman Crawford, seconded by Alderman Anastasia. Voice vote, ayes all. Motion carried. Referred to Regular Meeting for Resolution.

### 3. Adjournment

A motion to adjourn was made by Alderman Crawford, seconded by Alderman Gonzalez. Voice vote, ayes all. Motion carried. Meeting adjourned at approximately 6:35 p.m.