

STRATEGIC PLANNING

Tuesday, September 7, 2021 – 6:15 p.m.
Council Chambers – Olean Municipal Building

Present: Members: Chairman Crawford, Vice Chairman Gonzalez, Alderman Witte, Alderman Barnard, and Alderman Robinson. Others: Alderman Jason Panus; Mayor William Aiello; Jack Hart, City Attorney; Bob Ring, Director of Public Works; Ron Richardson, Police Chief, and Tiffany Taylor, Managerial Confidential Administrative Secretary.

1. Roll Call

Alderman Crawford called the meeting to order at 6:15 p.m. and asked that the record show that all committee members were present.

2. Approval of Minutes of the Previous Committee Meeting (Tuesday, August 3, 2021)

A motion to approve the minutes of the August 3, 2021 meeting was made by Alderman Crawford, seconded by Alderman Witte. Voice vote, ayes all. Motion carried.

3. Unfinished Business

None

4. New Referrals for Consideration

- a. PL #52-21: (Witte) To adopt the City of Olean Employee Social Media Policy.

Alderman Witte explained that the Diversity Committee has been working on policies, and among other things, they have been working on revising the City's Employee Social Media Policy. She explained that she wanted to present the draft document to the committee so that they had time to read through the policy and ask any questions that they may have. She explained that both the City Attorney and labor attorney have had a chance to review the policy. She explained that if there is anything that the Council is not comfortable with, that they should let her know. She wants to get this on as a resolution to change the policy, and she wanted everyone to have a copy.

Alderman Gonzalez asked if this is about using phones during work hours or if this is for social media use by employees at any time. Alderman Crawford explained that he would relate this to a Code of Conduct. Mayor Aiello explained that this not only covers employees while they are working but also conduct while they are not working. Alderman Panus asked if we currently have a policy in place, and Alderman Witte explained that we do. She explained that one of the things that you have to keep in mind that if someone says something as a City employee, it can

come back on the City in different ways. Mayor Aiello explained that we have a very vague policy in place right now that doesn't cover everything that we need it to. He explained that it was a Computer Use Policy and now we are addressing social media. Alderman Gonzalez noted that he seems to remember that prior Alderman Jester looked into this at one time.

A motion to postpone PL #52-21 to the next Strategic Planning Committee meeting was made by Alderman Witte, seconded by Alderman Crawford. Voice vote, ayes all. Motion carried.

b. Discussion Items

i. D&H Excavating for Airport 4-22 Rehabilitation Project Construction

Mr. Ring explained that we have discussed this project a number of times and have passed a number of resolutions relating to it. He explained that we were awarded the grant but we have to submit a resolution showing that the contract has been awarded in order to receive the funding. He explained that this is a roughly \$2 million project that is 100% funded, and this coming Tuesday he will ask the Council to pass a resolution to award the contract to the low bid contractor. Alderman Crawford asked about the timeline of project completion, and Mr. Ring explained that the project will occur during the spring or summer of 2022.

ii. Parking Changes on Various City Streets

Mr. Ring explained that this is a follow up to an email that he sent the Council. He explained that we have talked about the Restriping Project a number of times, which covers 7 or 8 different areas around the City. He explained that we are going to want parking changes to follow closely with this project. He explained that the contractor wants Homer Street and Buffalo Street done. There are several streets where we need to have a resolution for changes to parking such as Spring Street where parking is being moved from one side to the other. He explained that the email he sent lists the changes he proposes.

Mr. Ring explained that we want to award the contract next week for striping to there will be a resolution on the agenda to award the project. He explained that we can have further discussion regarding the parking changes if necessary. Alderman Crawford explained that if any of the Aldermen have any questions pertaining to the changes in their ward to contact the Mayor.

iii. North Union Street DRI Project Contract Awards

Mr. Ring explained that for the North Union Street DRI Project, we have bid a couple of different times and received bids a couple of weeks ago. He explained that we split the project between three different contracts for wayfinding, electrical, and development of public spaces and sidewalks. He explained that he will be presenting resolutions for the wayfinding and

electrical work. The wayfinding is actually a part of five different DRI projects and he has been working with Ms. McElfresh, who is on the Historical Society, for ideas for decorative and directional signage. He explained that he recommends moving forward with these two contracts and the general contract will be rebid in the fall. He noted that we still have about \$600,000 in funding for the general contract.

5. Approval of Committee Reports

None

6. Adjournment

A motion to adjourn was made by Alderman Crawford, seconded by Alderman Robinson. Voice vote, ayes all. Motion carried. Meeting adjourned at approximately 6:30 p.m.