**Town of Olean**

**Minutes of the Regular Monthly Board Meeting**

**Held at the Olean Town Hall, 2634 Route 16N, Olean NY**

**On May 17, 2022**

Present: Annette Parker Supervisor

Pat Zink Highway Superintendent

Donna Howard Councilwoman

John Artlip Councilman

Scott Zink Councilman

Joshua Torrey Councilman

Jerry Dzuroff Code Enforcement Officer

Sherry Lemon Town Clerk

Absent: None

Supervisor Parker opened the meeting at 6pm with the Pledge of Allegiance.

**Resolution 1 (R:050122) APPROVAL OF MINUTES**

On a motion from Councilman Artlip, and seconded by Councilwoman Howard, the Resolution was Adopted, with 4 Ayes, and 0 nays.

**Resolved**, that the minutes of the May 17, 2022 Regular Monthly Meeting be approved.

**Resolution 2 (R:010322) APPROVAL OF ABSTRACTS**

On a motion from Councilman Artlip, and seconded by Councilwoman Howard, the Resolution was Adopted, with 4 Ayes, and 0 nays.

**Resolved**, that the bills received have been reviewed by the Town Board and are authorized for payment in the following amounts:

Highway Fund: for the sum of $21,862.89.

General Fund: for the sum of $16,864.90.

**REPORTS OF TOWN OFFICIALS**

Supervisor: The monthly bank statements were presented for review by the Board.

Code Enforcement: From April 19-May 17, 2022: 8 building permits issued, 8 complaints filed. 1 resident needs an up to date survey to receive a 911 number. The Country Gentleman needs to apply for a building permit and zoning variance to build the planned storage building. The Coatney Building on Constitution has been bought and is requesting new signage. They have been advised that they will need to apply for a building permit if they decide to change the current size and road setback.

**Resolution 3 (R:050322) BUILDING PERMINT FEE INCREASES**

On a motion made by Councilman Torrey, and seconded by Councilman Artlip, the Resolution was adopted with 4 ayes and 0 nays.

**Resolved**, that the building permit and zoning application fees are to be the same as the Town of Allegany’s fees and will be effective on June 1, 2022, and should be posted to the Town website.

Superintendent of Highways: The Town will be buying a street sweeper from the City for $3,500.00. The Back Hinsdale Road work will begin on June 16-17, at a total cost od $272,000.00 with the preapproved $70,000.00 in shared services. The City is collecting the millings they are generating from their road work and sending them to the Town for use on Town road shoulders and some limited access roads. There has been a request from a resident on the Oregon Road to oil and chip, with an offer to pay for at least part of the project. Request has been forwarded to town attorney to determine how to proceed. The 2021 Kenliworth is out for repairs. The upper part of the Two Mile Road has been graded. McDuffy Road has been ground with the zipper machine and the millings have been left in place. Resident is applying for abandonment of Moore Road, which only exists on paper. Purchase of the new grader has had legal issues with the original financing, and the Town has been advised to go with the recommended finance company for 3 payments at $90,000. The Town has opened ditches behind the Town Hall to divert water away from Town structures. The Dog Kennel building has suffered $1,200.00 in damages from an animal being held there. The dog owner will be taken to court to pay for repairs or replacement. A complaint was received about a resident on Happy Hollow digging and moving dirt without having DigSafe coming to mark where utilities are. FEMA grant application is moving forward noting an increase in materials and the federal contribution has been increased to 90% to the Town’s 10%.

Resolution 4 (R:050422) AMENDED TOWN OF OLEAN AUTHORIZATION RESOLUTION AUTHORIZING THE HIGHWAY SUPERINTENDENT OF THE TOWN OF OLEAN TO EXECUTE GRANT APPLICATIONS WITH NEW YORK STATE DIVISION OF HOMELAND SECURITY AND EMERGENCY SERVICES FOR FEDERAL EMERGENCY MANAGEMENT AGENCY HAZARD MITIGATION GRANT PROGRAM PROJECT FUNDS

Clerk: No report.

Town Justice: No report.

**OLD BUSINESS**

* Solar Law numbering was corrected and forwarded to Gary Abraham for submission to New York State.
* Further discussion about the takeover of Pleasant Valley Cemetery.

Superintendent Zink explained what the physical work and time would be required to inter the deceased and maintain the grounds throughout the year. There was discussion about who would be performing those tasks and how they would be paid. A snow blower and special equipment pads have been purchased to facilitate digging without disturbing surrounding plots.

Supervisor Parker offered to organize the files and funds for a yearly salary of $15,000.00. Council members Howard and Artlip volunteered to form a Cemetery Committee along with the Supervisor and Superintendent to oversee the transfer of ownership and administer the funds to the Town.

Further discussion was tabled pending the physical transfer of files and a meeting with the previous administrator.

* As larger Counties in New York have had funds transferred from their County to their local Towns, it was asked of our Board members to reach out to our Cattaraugus County Legislators for funds and assistance in completing grant applications for funding.

There being no further Old Business and no New Business to be presented, Councilwoman Howard moved for adjournment, with Councilman Artlip seconding the motion, and all present were in agreement. The meeting was adjourned at 8:15pm.

Respectfully submitted,

Sherry Lemon, Town of Olean Clerk