**Town of Olean**

**Minutes of the Regular Monthly Board Meeting**

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

**On December 20, 2022**

Present: Annette Parker Supervisor

Pat Zink Highway Superintendent

Donna Howard Councilwoman

John Artlip Councilman

Joshua Torrey Councilman

Scott Zink Councilman

Sherry Lemon Town Clerk

Absent: Jerry Dzuroff Code Enforcement Officer

Supervisor Parker opened the meeting at 6:30pm with the Pledge of Allegiance.

Recognition of others: Jim Hannon, Engineer, update to Board regarding upcoming solar energy installations.

**Resolution 1 (R:120122) 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 October 18, 2022 Board Meeting be approved as presented.

**Resolution 2 (R:120222) 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 $5,070.01. General Fund: for the sum of $17,104.33.

**REPORTS OF TOWN OFFICIALS**

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

Code Enforcement: From November 15, 2022, to December 20, 2022, list submitted has: 4 building permits issued; continuing complaints about 1716 & 1718 Andrews St; 1722/1726 Butler Ave. Permits for solar installations are pending until all applicable reports are made.

Superintendent of Highways: Plowing and sand/salt treatment of roads has begun with the change in weather; NYS now allows green running lights on plow trucks for greater visibility and have been installed on Town trucks; radios have been installed in the Town equipment that were vandalized and in newly acquired equipment; a letter has been sent to Mr. Croft to remove vehicles to allow for snow plowing; BridgeNY grant is available and will be applied for to replace a culvert on Godfrey Hollow.

Cemetery: Burials continue at 5 to 6 per month.

**Resolution 3 (R:120322) EASEMENT AT CEMETERY**

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

**Resolved**, that New York State Department of Transportation be granted a temporary easement for the replacement of a culvert between the highway and Pleasant Valley Cemetery.

**Resolution 4 (R:120422) BID AWARD**

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

**Resolved**, that Kristner Concrete Products has submitted the lowest bid and will be awarded the contract to replace a culvert on the Back Hinsdale Road.

Clerk: No report.

Town Justice: No report.

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 7:50pm.

Respectfully submitted,

Sherry Lemon, Town of Olean Clerk