

**Olean Local Development Corporation
101 East State Street
Olean, NY 14760**

Olean Local Development Corporation Meeting Minutes

Thursday, December 19, 2019

8:30 a.m.

Room 119

Olean Municipal Building

Attendance: Members: Mayor Aiello
 David Carucci
 Rick Moore
 Bob Ring
 Keri Stephen
 Fred Saradin
 Meme Yanetsko

Other(s): Kathleen Monroe
 Bob Clark, Olean Times Herald

1. Roll Call

David Carucci called the meeting to order at 8:35 a.m. and requested the roll call show all members present except JR Bennion, John Crawford, Nick DiCerbo, Jr. and Colleen Taggerty.

2. Reading and approval of the September 19, 2019 meeting minutes

A motion was made by Meme Yanetsko, seconded by Keri Stephen to approve the September 19, 2019 meeting minutes. Voice vote, ayes all. Motion carried.

3. Elections

There was no business at this time.

4. Bills and Communications

Mr. Saradin advised that \$1,000 was paid to BWB for audit services as previously approved by members.

5. Report from the Treasurer

Mr. Saradin referred to the financial statements provided and advised there is a \$2,057.40 cash balance in the Community Bank, N.A. account and the income statement shows a net loss of \$1,000 after payment was made to BWB for audit services.

A motion to accept the Treasurer's report was made by Keri Stephen, seconded by Rick Moore. Voice vote, ayes all. Motion carried.

6. Report of Committees

There was no business at this time.

7. Unfinished Business

i. HK Olean Hotel, LLC Project Update

Ms. Stephen referred to the monthly job report provided by the Krog Group (included in member packets) and advised that construction is on schedule and expected to be completed in May 2020. She advised the City Attorney is currently reviewing the loan closing documents. Ms. Stephen explained loan repayments would begin once work is complete and the funds for the furnishings and fixtures have been reimbursed to the applicant.

Ms. Stephen requested members give thought as to the direction of the OLDC and how the repayment of funds may be used for future endeavors to make an impact on the community.

ii. William O. Smith Recreation Center and OATS Advertisement

There was no update at this time.

iii. Vision

Mr. Ring advised there are three projects he would like to see come to fruition at the Bradner Stadium. He suggested the installation of a locker room including restrooms for umpires, new light poles and extended netting at the facility. Mayor Aiello indicated the locker room facilities should include showers for the umpires and an employee area that would eliminate the need for additional staff at the William O. Smith Recreation Center. Mr. Moore explained the Olean City School District (OCSD) Shop Class has been working on community projects and suggested the class may be able to offer their assistance with building the facility. Mr. Ring indicated if the City utilizes the assistance of the OCSD, project construction would need to occur in the Spring while school is in session.

Mr. Carucci suggested prioritizing projects and indicated he would like to see turf installed at Bradner Stadium. He indicated the City and OCSD collaboration would help to promote the trades as a career choice and provide community support for the project.

Mr. Moore advised the OCSD has proposed a \$24 million Capital Project, which includes converting the Olean Intermediate Middle School field to turf. He explained the project would require no local share and would be funded with State Aid and Capital funds. Mr. Moore advised the OCSD would continue to utilize the Stadium and hold football games and other events at the facility.

Mayor Aiello suggested the City research additional Ralph C. Wilson, Jr. Foundation grant opportunities that may assist with funding to allow for the installation of the Bradner Stadium turf. Mr. Ring indicated adding turf to the stadium would cost approximately \$1.5 to \$1.7 million. It was noted the City would be required to provide a maintenance plan and a plan to replace the turf after it has reached its 10-year useful life.

Mayor Aiello indicated Bradner Stadium upgrades are a great opportunity to attract people to the area and promote the community.

Mayor Aiello advised a committee would be meeting at the first of the year to discuss City parks and efforts to help ensure the parks are inclusive to community members.

8. New Business

i. Authority Budget Office Policies

Ms. Stephen referred to the Defense and Indemnification, Salary and Compensation and the Time and Attendance policies prepared on behalf of the OLDC and advised that the ABO has listed these policies in the Annual Report and has suggested these policies be adopted. She explained the OLDC has no employees; however, if the corporation finds it necessary to hire a position in the future it would have the policies in place to help guide the Board.

After brief discussion, a motion to adopt the Defense and Indemnification Policy was made by Meme Yanetsko, seconded by David Carucci. Voice vote, ayes all. Motion carried.

A motion to adopt the Time and Attendance Policy was made by Keri Stephen, seconded by Bob Ring. Voice vote, ayes all. Motion carried.

A motion to adopt the Salary and Compensation Policy was made by Keri Stephen, seconded by David Carucci. Voice vote, ayes all. Motion carried.

Ms. Stephen advised the newly adopted policies would be placed on the OLDC website and reported to the ABO in the 2020 Annual Report.

A motion to accept the OLDC 2020 meeting schedule was made by David Carucci, seconded by Rick Moore. Voice vote, ayes all. Motion carried.

9. Executive Session

There was no business at this time.

10. Adjournment

The next Olean Local Development Corporation meeting has been scheduled for Thursday, March 19, 2019 at 8:30 a.m. A motion to adjourn was made by Meme Yanetsko, seconded by Rick Moore. Voice vote, ayes all. Motion carried. The meeting ended at approximately 9:05 a.m.