

STRATEGIC PLANNING

Tuesday, November 17, 2020 – 6:25 p.m.

via Zoom

Present: Members: Chairman Crawford, Vice Chairman Dougherty, Alderman Witte, Alderman Gonzalez, and Alderman Robinson. Others: Alderman Panus; Alderman Anastasia; Mayor William Aiello; Fred Saradin, City Auditor, and Tiffany Taylor, Managerial Confidential Administrative Secretary.

1. Roll Call

Alderman Crawford called the meeting to order at 6:25 p.m. and asked that the record show that all committee members were present.

2. Approval of Minutes of the Previous Committee Meetings (Tuesday, October 20, 2020)

A motion to approve the minutes of the October 20, 2020 meeting was made by Alderman Crawford, seconded by Alderman Dougherty. Voice vote, ayes all. Motion carried.

3. Unfinished Business

None

4. New Referrals for Consideration

- a. PL #71-20: (Crawford) To amend the City of Olean Charter Article III, Division 4, to include Section 3.090 containing qualifications for the City Auditor.

Alderman Crawford explained that he brought this up a couple of months ago and that he would like to close up deliverables by the end of this year. He explained that he would like to include qualifications for the City Auditor in the Charter, including that the Auditor needs to be a licensed Certified Public Accountant in the State of New York. He explained that there are qualifications included for other key department heads, such as a qualification requiring that the Director of Public Works be a licensed engineer and the City Attorney needing to be a licensed attorney in New York State.

Alderman Crawford explained that the City's Audit and Compliance Committee looks at the City as an organization, and they have recommended this requirement for the City Auditor. He explained that he feels that the role of City Auditor should include looking to expand income and investments, being an expert in taxes as well as forecasting and analysis. He feels that this requirement would make the organization stronger and more efficient.

Alderman Crawford explained that he understands that a CPA would require a higher salary, but per the Charter the Council establishes pay for positions when the budget is passed. He explained that certain education and ethical standards come with a CPA.

Mayor Aiello explained that he believes that years ago a CPA was required, but it was difficult to get qualified candidates so it was changed. He explained that the Council will need to pay for a candidate to fill this position with the new requirement \$90,000 or more per year. He explained that he is not saying that we should consider just the cost. He explained that Alderman Crawford lays out some good benefits of having a CPA as auditor.

Alderman Crawford explained that this would not go into effect for the current person in the position, but would take effect rather with the next City Auditor. He explained that we have a heavy reliance on BWB and we do pay an individual to review statements. Mayor Aiello explained that he is not sure if this independent auditor would still be required if the City were to have a CPA as Auditor. He asked if it is the State or our Charter that requires the independent audit by BWB each year. Mr. DiCerbo responded that it is the State Comptroller's Office that requires that we provide them with an audited financial statement each year. He explained that he believes that it is required to be an independent audit, but he is not sure.

Alderman Crawford asked about the independent auditor, and Mayor Aiello explained that someone comes in each month for about two hours and reconciles the City's checkbooks. He explained that this was a recommendation of BWB and the State Comptroller's Office when their Deficit Financing Representative was here. He noted that this individual is not from BWB.

Alderman Crawford explained that most companies require a CPA, and he is confident that we would be able to find someone to fill this position.

A motion to approve PL #71-20 was made by Alderman Crawford, seconded by Alderman Robinson. Voice vote, ayes all. Motion carried. Referred to City Attorney for Resolution.

b. Discussion – Sale of City-Owned Property Located at 1013 Washington Street

Alderman Crawford explained that the Palumbos own the neighboring property to 1013 Washington Street. He explained that 1013 Washington Street was a blighted home that the City took ownership of and demolished. There were multiple parties interested in purchasing the empty lot, and the Palumbos had the highest bid of \$2,000 to purchase the property. Mayor Aiello explained that this has been talked about for quite some time.

Alderman Crawford explained that there will be a PL and Resolution on next week's agenda for this.

c. Discussion – Handicapped Parking, 1214 West State Street

Alderman Robinson explained that he had a constituent contact him about designating a handicapped parking space at 1214 West State Street. He explained that he sent out a map and photos to show the building and the intersection that it is at. He explained that the constituent is the president of Southern Tier Security, who provides guard watch and patrol services and have been in business since 2016. He explained that they are currently renting the property on West State Street and will be providing Olean and surrounding residents with a training center for their company, and will also do fingerprinting services for employment in New York State and background checks.

Alderman Robinson explained that it is required that they have one ADA parking spot, and he was hoping to have one placed in the last spot heading east on West State Street heading to 12th Street. He explained that he asked Chief Rowley and Mr. Ring about this and if they have any problems, and neither had any concerns. He explained that he would like to get this done as soon as possible, as the business is set to open on or around 12/14/2020.

Alderman Panus asked if the curbing would need to be redone, and Alderman Robinson responded that to his knowledge, there is a spot on front of the end of the curb for access, if necessary. He noted that the constituent also mentioned that the parking spot can be temporary, such as Monday through Friday from 8 a.m. to 5 p.m. in order to offer parking for other businesses during off hours.

Alderman Gonzalez asked why this space is needed. Alderman Robinson explained that this is a part of the New York State Division of Criminal Justice Service requirements. Alderman Panus noted that there is no off street parking at this location. Mr. DiCerbo explained that this company will be doing a considerable amount of business with the government, and the government requires that you have ADA accessible ramps, parking, and more, so it is probably a requirement that he has this space in order to have a contract with DCJS, homeland security and whoever else.

Alderman Witte explained that she think that this is a corner that was brought to the Council's attention previously. She explained that she believes that there is a drain right there, and she does not feel that it is safe right now. She explained that it is her only concern that the City take a look at the location to see what she is talking about.

Alderman Panus explained that he is curious, if the cut at the corner will allow for space for ADA compliance. He explained that he knows that when a handicapped space is put in that the sidewalk needs to be engineered a certain way. Mr. Ring explained that we have handicapped spots all over town where people still step over the curb, and he does not feel that a ramp or curb cut is required. He explained that the intersection of 12th and 13th Streets with West State Street are probably the most dangerous intersections in town. He explained that there was a

plan to upgrade all of the ramps, as they are all broken from trucks running over them. He explained that there are plans to redo the curbing as well, but there is no funding for it now. He explained that if the business asked for a handicapped spot that we can do that but that the curbing and ramps need to be addressed.

Alderman Gonzalez explained that we should consider that this is a new startup business in Olean, and Alderman Robinson explained that they are actually currently located in a building near Lincoln Park. He explained that he is renting this new location to create a training center and provide services for licensing, fingerprinting and background checks. He explained that a cell phone service provider is renting another storefront in this building, and the third has been rented out to another business that has not moved in yet.

Alderman Gonzalez explained that he is not against this, but historically speaking and moving forward we need to be careful about making changes to signs. He explained that something that seems innocuous now could be a big deal down the road. He explained that we want to make sure that we are doing something that is helping the entire community. This is something to be mindful of.

Alderman Witte explained that Hospice is right across the street, and if this handicapped spot is placed there she can see other people utilizing it. She feels though, that we could be opening a can of worms.

Alderman Panus explained that he doesn't want to do something that seems simple and ignorance gets us into a horrible spot because someone has a complaint with ADA over this spot because it does not meet their standards.

Alderman Dougherty explained that he's opening in December, and we can't do a curb cut and pour concrete in this weather. He explained that he doesn't think that this guy is asking for a van accessible spot but rather a convenient spot. He asked if we are responsible if someone has a complaint regarding ADA responsibility. Mr. Ring explained that he has learned that parking is a really hot topic and it is hard to make a decision. He explained that there is limited parking in front of businesses and he knows that it is a requirement but he does not recommend changing parking very often. He recommended that letters be sent out to obtain input from other businesses. He explained that he would want to look at the design and requirements to ensure that this will work in the future.

Alderman Gonzalez explained that he wants this to be a successful business endeavor, but he asks what if they aren't and now we have a handicapped spot that we don't need. Mayor Aiello explained that he is in business and he has a good business, but if the Council is going to approve a handicapped spot there, that he would recommend staying away from a temporary spot. He

explained that a handicapped person would still use that spot after 5 p.m., so he recommends putting the spot in and leaving it as such.

Alderman Crawford explained that it will be up to Alderman Robinson to put in a formalized PL on this. Alderman Robinson explained that he will work with Mr. Ring and go door to door to the businesses to get their input. Alderman Crawford explained that it would be very helpful to get some buy in from the adjoining and adjacent businesses. Mr. Ring explained that you could pass a resolution contingent upon the business being there, and Ms. Taylor explained that this would actually be a Code change so additional resolutions would be required if the space is to be removed in the future.

Alderman Crawford explained that there may be spaces like these in other wards and questions if changes need to be made. Alderman Gonzalez asked what the closest handicapped spot is to that location, and asked if this is the only one on West State Street. He explained that if this is the only one, then it is possible that we may need to revisit handicapped spaces in general. Alderman Robinson explained that Ms. Taylor sent the Code section regarding handicapped spaces out to the Aldermen, and there are currently none on West State Street.

Alderman Panus asked if there is guidance regarding handicapped spaces. Mr. Ring explained that he would approach this like North Union Street where there is some kind of metric, but he is not sure if a street design like this requires handicapped spaces.

Alderman Robinson noted that the lot on the side of the building belongs to Class Cars, and this business only has on street parking. Alderman Crawford explained that we are an old City with not a lot of parking for street businesses. Alderman Gonzalez asked if Form Based Code abbreviated parking requirements for buildings like this, and Mayor Aiello explained that it eliminated parking restrictions, but only the North Union Street area is covered by Form Based Code, not the entire City. Alderman Dougherty explained that this would not get the business owner out of the Federal requirement, either.

Alderman Dougherty explained that if not neighbors have a problem then he doesn't have an issue approving this. He explained that if the City needs to do more than just designate the space and install signage, such as performing a curb cut, that he feels that the business owner should discuss with Class Cars renting a space along the side of the building.

d. Discussion – Free Holiday Parking

Mayor Aiello explained that as long as he has been here, and before that, the Council has passed a resolution to allow for free parking on North Union Street, West State Street and in City-owned lots. He explained that he is proposing doing this for this year from November 27 to January 1, 2021. He explained that there will be a resolution on the agenda for next Tuesday

unless the Council has any other ideas. He explained that he is just trying to give shoppers a boost through the City. He is hopeful that employees will not take it upon themselves to park on North Union Street and take parking away from customers. He explained that two hour parking will not be enforced, or parking meters, but permitted parking will still be enforced.

Alderman Crawford asked if it is definitive that the Santa Clause Lane parade has been cancelled, or if they are still trying to come up with something. Mayor Aiello explained that it has been cancelled. He explained that the Chamber tried to come up with a reverse parade with floats that people drive by but there were concerns about the number of people in the area where the floats would be so the parade was cancelled for this year. He explained that he believes that the fire engine will have Santa and Mrs. Clause on it and go by different points, and then the lights will be turned on at the end. He noted that there will be two extra nights for the Santa Clause house and kids will not be sitting on Santa's lap. Rather, they will be waving through a screen and telling him what they want, and then leaving their list. He explained that the Chamber will be keeping social distancing. He noted that Allegany will not have their Santa Clause house open this year, which is very sad. Alderman Robinson asked what day Santa will be riding on the fire truck, and Mayor Aiello responded that he will be on the day after Thanksgiving.

5. Approval of Committee Reports

A motion to approve committee reports was made by Alderman Crawford, seconded by Alderman Witte. Voice vote, ayes all. Motion carried.

6. Adjournment

A motion to adjourn was made by Alderman Crawford, seconded by Alderman Gonzalez. Voice vote, ayes all. Motion carried. Meeting adjourned at approximately 7:05 p.m.