

Town of Olean
Minutes of the Regular Monthly Board Meeting
Held at the Olean Town Hall, 2634 Route 16N, Olean NY
On March 17, 2026

Present: John Artlip Councilman
 Josh Torrey Councilman
 Scott Zink Councilman
 Pat Zink Highway Superintendent
 Jerry Dzuroff Code Enforcement Officer
 Sherry Lemon Town Clerk

Absent: Annette Parker, Supervisor; Donna Howard, Councilwoman; Robin Pearl, Court Clerk

Deputy Supervisor Artlip opened the Board Meeting at 6:30pm with the Pledge of Allegiance.

Guests: None.

Resolution 1 (R:03012026) ACCEPTANCE OF BOARD MEETING MINUTES

On a motion from Councilman Artlip, and seconded by Councilman Zink, the Resolution was Adopted, with 3 Ayes, and 0 nays it is

Resolved, that the meeting minutes of February 17, 2025, are accepted as presented.

Resolution 2 (R:03022026) APPROVAL OF ABSTRACTS

On a motion from Councilman Artlip, and seconded by Councilman Zink, the Resolution was Adopted, with 3 Ayes, and 0 nays it is

Resolved, that the bills received in February 2026 and paid in March 2026 have been reviewed by the Town Board and are authorized for payment in the following amounts:

Highway Fund: for the sum of \$53,881.54 for vouchers #13-28.

General Fund: for the sum of \$56,421.32 for vouchers #15-31.

REPORTS OF TOWN OFFICIALS

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

Code Enforcement: Written report reviewed from February 17, 2026, to March 17, 2026, has 3 permits issued and 2 pending permits. There was discussion on how to handle issues with the unimproved portion of Cherry Street to access an otherwise inaccessible property. Deed review shows that properties on either side of Cherry Street own to the centerline of the street and that the Town has never paved or maintained Cherry Street to the end. Cattaraugus County Maps indicates that regardless of any street improvements, property owners do have 'road frontage' as required to build. Request to purchase a full set of the newest Code Enforcement Rules and Laws. Request to order a new set of tax maps from the County for less than \$100.

Resolution 2 (R:03032026) APPROVAL TO PURCHASE

On a motion from Councilman Artlip, and seconded by Councilman Zink, the Resolution was Adopted, with 3 Ayes, and 0 nays it is

Resolved, that the Code Enforcement Officer requested that the Town purchase the latest printed editions of the New York State Building, Energy and Fire Codes for reference in the course of his duties.

Cemetery: burials continue with the weather.

Superintendent of Highways: Salt Barn evaluation is waiting for the weather to break; the Town Barn is having structural issues and needs to be repaired or replaced due to age (it was built in 1970), looking into grants from USDA and Clark Patterson has been contacted to design/engineer a new Town Barn; one employee is retiring in May and applications will be accepted for several weeks, with the posting being published in the newspaper and on the Town website; 3 letters were sent out regarding private driveway debris washing into the roadways and the need for the property owners to remedy the issues; the backhoe is out for repairs. There was lengthy discussion regarding the status of the unimproved section of Cherry Street and the status of Hadley Street, with more research needed before decisions are to be made.

Clerk: The Clerk's office collected a total of \$477.00 in February 2026, for dog license fees, certified copies, and building permit applications. \$13.00 was paid to NYS Dept. of Ag & Markets for Animal Population Control Program, and \$490.00

was paid to the Supervisor. First Amendment Auditor from Erie County has been to Cattaraugus County municipalities with a FOIL request for credit card policy and spending reports.

Town Justice/Court: A letter from the Board to the Town Court was drafted asking for regular monthly reports. The report shows the Vehicle and Traffic Law violations adjudicated and the total amount of fines billed. Further court actions that remain open will not be included in these reports. This report does not reflect the amount of fines collected by the court. The current Town Prosecutor as appointed by the District Attorney will be resigning as of April 1, and a new Prosecutor has been nominated by the District Attorney and endorsed by the Town Justice. Councilman Torrey raised concerns about the lack of candidate options. He advocated for a formal posting or similar process to ensure multiple qualified candidates could be considered and the best selection made.

Assessor: Cattaraugus County Real Property Services sent a report dated March 4, 2026, and made a request to change Grievance Day to the second Monday in June. This is required to be done as a Local Law and the Board requested that the Clerk prepare the document to present for approval. The Board has reviewed the proposal and set a Public Hearing for April 16 at 6pm at the Town Hall.

Resolution 4 (R:03042026) APPROVAL TO CREATE A LOCAL LAW CHANGING THE GRIEVANCE DAY

On a motion from Councilman Artlip, and seconded by Councilman Zink, the Resolution was Adopted, with 3 Ayes, and 0 nays it is

Resolved, that after a Public Hearing and at the next Board Meeting a Local Law to change the Grievance Day as proposed by the County Assessor's Office be presented for approval and to begin the filing process.

OLD BUSINESS

Supervisor: absent and no written report given.

NEW BUSINESS

The Zoning Board of Appeals and their attorney have asked to schedule another public hearing regarding the ZBA vote on their local law interpretations and variance actions brought on behalf of the Dugan Road Solar, LLC proposed solar energy installation. That Public Hearing will be scheduled for Tuesday, April 14,

2026, at 4:00pm at the Town Hall, with a Notice in the newspaper and posted to the Town website.

**Resolution 5 (R:03052026) APPROVAL TO CONTRACT WITH
CATTARAUGUS COUNTY FOR MOSQUITO CONTROL SERVICES**

On a motion from Councilman Artlip, and seconded by Councilman Torrey, the Resolution was Adopted, with 3 Ayes, and 0 nays it is

Resolved, that in prior years the Town has contracted with the County for mosquito population control through aerial spraying, and will contract this year with the County for this service.

There being no other Old Business or further New Business to be presented, Councilman Zink moved for adjournment, with Councilman Torrey seconding the motion, and all agreed. The meeting was adjourned at 8:00pm.

Respectfully submitted,

Sherry Lemon, Town of Olean Clerk