

## CITY OPERATIONS

Tuesday, November 7, 2017 – 5:30 p.m.

Police Training Room – Olean Municipal Building

Present: Members: Chairman Smith, Vice Chair Gonzalez, Alderman Dougherty, Alderman Andreano, and Alderman George. Others: Alderman Witte; Alderman Crawford; Mayor William Aiello; Nicholas DiCerbo, Jr., City Attorney; Fred Saradin, City Auditor; Bob Ring, Director of Public Works; Jeff Rowley, Police Chief; Jason Wells, IT Department; Ed Jennings, Code Enforcement Supervisor, and Tiffany Taylor, Managerial Confidential Administrative Secretary.

### 1. Roll Call

Alderman Smith called the meeting to order at 5:30 p.m. and asked that the record show that all committee members were present.

### 2. Approval of Minutes of the Previous Committee Meeting (Tuesday, October 17, 2017)

A motion to approve the minutes of the October 17, 2017 committee meeting was made by Alderman Smith, seconded by Alderman Andreano. Voice vote, ayes all. Motion carried.

### 3. Unfinished Business

- a. PL #81-17: (Aiello) That the Common Council authorizes the Mayor to enter into an agreement with Clark Patterson Lee for engineering services in connection with Walkable Olean – Phase II, Main Street (North Union to Front Street).  
*Referred to next City Operations Committee Meeting.*

### 4. New Referrals for Consideration

- a. PL #93-17: (Aiello) To authorize the installation of three (3) signs for the Olean Public Library in the following locations: North Union Street, near its intersection with Laurens Street; North Fourth Street, near its intersection with Laurens Street; and West State Street between South Fourth Street and South Fifth Street.

Mayor Aiello stated that historically, signs have been along North Union Street directing people to the Olean Public Library. During the North Union Street Project, the two existing signs were tossed out by the contractor. We would like to place three new signs to best direct people to the library. One of the original sign locations is not viable for the new signs, as you cannot turn left on North Union Street onto Laurens Street.

Alderman Andreano questioned if the signs are made in house, and Mayor Aiello responded that they will be ordered from the County.

A motion to approve PL #93-17 was made by Alderman Dougherty, seconded by Alderman George. Voice vote, ayes all. Motion carried.

b. Discussion – Purchase of a Backhoe (Aiello)

Mayor Aiello stated that the Fleet Committee discussed the need for a backhoe at its last meeting. He stated that we currently only have the one that is used in the water division. The Council had discussed purchasing a new one when the previous one was damaged by the County. The Fleet Committee would like to see the backhoe paid 1/3 from the Vehicle Replacement Fund, 1/3 from water and 1/3 from sewer.

Mr. Ring stated that it takes thirty to sixty days to get the machine in after it is ordered. He anticipates both machines needing to be used every day.

Alderman Andreano questioned if we are still renting a machine, and Mr. Ring replied that we bought the mini excavator that we were previously renting. Alderman Andreano questioned if insurance money was used for this, and Mayor Aiello replied that \$20,000 in insurance money was used for this. He stated that the way we calculate it, the City is still owed \$23,000 from the County for the cost of the rental. We are still in negotiations with them for that.

Alderman Andreano questioned why we can't use the mini excavator in place of the backhoe. Mr. Ring replied that he relies on Mr. Donahue's expertise with such equipment, and Mr. Donahue has brought to his attention that we are using the mini excavator past its capabilities on an almost daily basis. He is concerned that we are using the machine past its capabilities and we need a backup. With the winter coming up, we are concerned that water line and main breaks will cause the need for this backhoe sooner, rather than later.

Alderman Crawford questioned how often the backhoe is used, and how we make the decision to outsource. Mr. Ring replied that it depends on the size and scope of a job. He stated that we try to do as much as we possibly can internally, as we save cost when we do work in house. Bigger, long term projects can possibly require help from an outside firm.

Alderman Crawford questioned, if the mini excavator is over used, how often is it used? Mr. Ring replied that it is used daily.

Alderman Smith questioned if the mini excavator purchase included credit for time it was rented, and Mayor Aiello stated that it did. Alderman Smith stated that we would have been out the entire amount of the rent money if we did not buy the machine, so it was a good decision.

Alderman Gonzalez stated that outsourcing, like Alderman Crawford mentioned, is always something to consider. However, we need to look at capabilities within the City, as well as operating time. Outside firms look for larger jobs, not small fish, like what we need this backhoe for. It is important to have this capability in house.

Alderman Andreano questioned if we could borrow the County's backhoe, and Mr. Ring replied that he is not sure if they have one available, or if it would work into a shared services agreement. Alderman Witte questioned if we could work with the Town of Olean. Mayor Aiello stated that the reason he brought this forward was to discuss options. Alderman Gonzalez stated that if we share services, we will have to share the equipment and will not have it daily as it is needed.

Mayor Aiello stated that he will come back to the Council with prices for the replacement, and options can be discussed at the next meeting.

c. Discussion – Deed 1202 West Sullivan Street for \$1 (Crawford)

A motion to enter into executive session to discuss the proposed sale of real estate was made by Alderman Gonzalez, seconded by Alderman George. Voice vote, ayes all. Motion carried. Executive session began at approximately 5:45 p.m.

A motion to adjourn from executive session was made by Alderman Gonzalez, seconded by Alderman Dougherty. Voice vote, ayes all. Motion carried. Executive session adjourned at approximately 6:00 p.m.

d. Discussion – Live Broadcasting of Meetings (Gonzalez)

Alderman Gonzalez stated that he hasn't had a chance to discuss this with the Council as of yet, but he has spoken with Mayor Aiello and Mr. DiCerbo. He stated that there is a lot of "noise" out there about the transparency of the Council, as well as access to Council meetings. He feels that these concerns are unfounded, but he still takes them seriously. He feels that we could do better. The meetings are currently on cable channel 6, but not everyone in the City has cable television, as some use satellite television or other streaming options. Almost everyone has the internet, so it seems like a better option to present meetings.

He continued in stating that he worked with Mr. Wells in the IT Department, who has gotten a quote from a local vendor for equipment, technical support, and various other aspects involved in broadcasting meetings live. He presented the proposal to the Council for review. Ultimately, he would like to see regular Council meetings be live broadcasted, and down the road, we can look into the broadcasting of committee meetings. This also allows for the archiving of

meetings to be viewed at a later date, and will aid when an Alderman is not able to make a meeting to catch up on what was missed. He stated that there are a lot of cities doing this.

Alderman Andreano questioned if this would allow for the capability to allow Council members to phone or Skype into meetings. Mr. Wells stated that we can currently do this, but the meeting would need to be held in the Council Chambers in order to have a Council member Skype in. Alderman Gonzalez added that if a Council member calls in, they have no voting power in the meeting. If they Skype in, they are able to vote, but only if they publicize where they are attending from the meeting from, as it then becomes a location where the public can gather to view the meeting.

Alderman Witte questioned if there is an additional cost for the interpreters, and Mayor Aiello stated that there would be if we were to broadcast committee meetings, as they are currently not broadcasted.

Alderman Dougherty questioned if this is similar to what the County had just discussed, and Alderman Gonzalez stated that it is. Alderman Dougherty noted that there was a lower cost estimate for the County, and Alderman Gonzalez replied that it was for audio only. He feels that the City can do better than audio only.

Mayor Aiello stated that, right now, we don't know how many people are watching our meetings. He questioned if we could see how many people are watching the streamed meetings. Mr. Wells stated that we could see both how many people watch live, and how many watch after the meeting is over.

Alderman George stated that if we are looking at doing this to appease our critics, that we will not be able to make everyone happy. We do not want critic's opinions to sway our choices on this matter.

Alderman Gonzalez stated that he feels that a lot of people have no idea what is really going on in Council meetings.

Alderman Witte questioned if we would still broadcast on channel 6, and Mr. Wells replied that we will, as it is a free service. Alderman Witte questioned if we will be going out to RFP for this, and Mr. Wells stated that we can, but he doubts we will find this cheaper.

Alderman Smith questioned if this means that meetings will no longer be held in the Police Training Room, and Alderman Gonzalez replied that committee meetings will only be moved if we decide to broadcast them. He questioned if there is any concern regarding the City's internet capabilities, and Mr. Wells replied that he has no concerns whatsoever. We will simply need to add a live access point in the courtroom.

Alderman Crawford questioned if we are thinking of fitting this cost into the next budget, or if we want to find funding now. Alderman Gonzalez stated that it is ultimately up to the entire Council to decide. He stated that he does not want to use contingency, as this is not an emergency purchase. He would consider using the fund balance, as this is a one-time purchase that is not “groceries”.

Alderman Crawford questioned if there is any funding available in the IT budget, and Mr. Wells replied that we would need to speak with Mr. Volz in the department, as he is the one that handles the budget.

Alderman Andreano stated that, if we are going to do this, that should broadcast our budget meetings, so the public has a better understanding of what the Council goes through to make decisions on the City’s finances.

Alderman Gonzalez questioned if the Council has pretty positive feelings regarding this, and there was a general consensus that there were.

#### 5. Approval of Committee Reports

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

#### 6. Adjournment

A motion to adjourn was made by Alderman Smith, seconded by Alderman Andreano. Voice vote, ayes all. Motion carried. Meeting adjourned at approximately 6:45 p.m.