

**Sylvania City Council
March 21, 2011**

**6:30 p.m. Utilities & Environment Committee- Request to accept sewage from Whiteford
Twp., Mich., and proposed lease with Cingular Wireless PCS**

**7:30 p.m. Council Meeting
Agenda**

1. Roll call.
2. Pledge of Allegiance to the United States of America led by Mrs. Husman.
3. Additions to the agenda.
4. Approval of the March 7 meeting minutes.
5. Dave DiManna, Sylvania School Levy co-chair, requesting Council's endorsement.
6. Beth Yeager and Claudia Gootte asking that Council ban the retail sales of dogs and cats in the City limits.
7. Proposed Resolution 7-2011, commending Sylvania Southview's Cougarettes Dance Team.
8. Erie Street Bridge No. 122 Replacement Project;
 - a. Service Director's report and recommendation; and,
 - b. proposed Ordinance 19-2011, entering into a Joint Cooperation Agreement with Lucas County.
9. Traffic Signal Upgrades;
 - a. Service Director's report and recommendation; and,
 - b. proposed Ordinance 20-2011, entering into a Joint Cooperation Agreement with Lucas County.
10. Service Director's report on the Harroun Park Improvements, and authorize the clerk to advertise for bids for same.
11. Confirmation of Mayor Stough's re-appointments to the Sylvania Tree Commission.
12. Committee reports.
13. Committee referrals.

Information

- A. Minutes of the March 16 Planning Commission meeting.
- B. Minutes of the March 16 Board of Architectural Review meeting.



SYLVANIA CITY COUNCIL
MARGARET LINTNER, MMC, CLERK

Committee Meeting Notice
Sylvania City Council

Utilities & Environment Committee
March 21, 2011 6:30 p.m.

The Utilities & Environment Committee will meet on Monday, March 21, 2011, at 6:30 p.m. in Council Chambers, located in the Police and Council Chambers Building, 6635 Maplewood Avenue, Sylvania, Ohio 43560 to consider the request to accept sewage from a portion of Whiteford Township, Michigan, the proposed lease with Cingular Wireless, PCS, and any other business the committee members vote to discuss.

Minutes of the Meeting of Council
March 7, 2011

The Council of the City of Sylvania, Ohio met in regular session on Monday, March 7, 2011 at 7:30 p.m. with Mayor Craig A. Stough in the chair. Roll was called with the following members present: Katie Cappellini, Doug Haynam, Sandy Husman, Mark Luetke, Todd Milner, Mary J. Westphal (6); absent: V. Michael Brown, excused by Mayor Stough (1). Roll call: Brown absent, excused.

Mr. Haynam led the Pledge of Allegiance to the United States of America. Pledge of Alleg.

Mayor Stough stated that Council will now consider agenda item 3.

Requests were made for the following additions to the agenda: Additions to the agenda.
4a. Report on the public meeting for the zoning code changes.
4b. Josh Nolan with an update on the Michigan wind farm hearings.
13. Request from Whiteford Township, Michigan to accept sewage that would come from certain areas of Ottawa Lake.

Mr. Haynam moved, Mr. Luetke seconded, to approve the agenda as amended; roll call vote being: Cappellini, Haynam, Husman, Luetke, Milner, Westphal (6) yeas; (0) nays. The motion carried.

Mayor Stough stated that Council will now consider agenda item 4.

Mr. Milner presented the February 22 minutes. Mr. Milner moved, Mr. Haynam seconded, that since the Mayor, members of Council, and others had been furnished copies of these minutes prior to this meeting, Council dispense with the reading of these minutes at this time, and the journal of the minutes of the regular meeting of February 22, 2011 be approved as submitted, provided there are no amendments from other members of Council; roll call vote being: Haynam, Husman, Luetke, Milner, Westphal, Cappellini, (6) yeas; (0) nays. The motion carried. Approval of the February 22 minutes.

Mr. Haynam reported that a public meeting was held at 5:30 on the proposed zoning code changes. Planning Commission and Board of Zoning Appeals members were present along with other interested parties. Progress is being made and the project is moving forward. The code has been referred to the Planning Commission for review and recommendation. Zoning code meeting report.

Josh Nolan, 6140 Sunny Lake, reported that Riga Township is holding a public hearing on the zoning amendments for the proposed wind turbine farms. This is the only hearing the township is required to have. He asked the City to take some action on formerly opposing the project even though it has not been fully studied by the Utilities Riga Twp. wind turbine farms.

Minutes of the Meeting of Council
March 7, 2011

& Environment Committee at this time. He asked that representatives attend the hearing, and asked for correspondence similar to that provided by the Sylvania Township Trustees requesting a one year moratorium. After discussion, Council concurred that the issue should not be removed from committee at this time. Mr. Milner did say he will represent the City at the hearing on March 10.

Mayor Stough stated that Council will now consider agenda item 5.

Law Director James Moan explained the reasons for the license agreement over a portion of City right-of-way at the site of the new Rite-Aid. Mrs. Husman presented and read aloud by title only, proposed Ordinance No. 14-2011, a written copy of same having been previously furnished to each member of Council, "Granting to WXZ/PW Retail Group/MS, LLC a license to enter a portion of City owned right-of-way to install a two foot concrete slab, an underground footer, an entrance canopy and an awning; authorizing the Mayor and Director of Finance to sign the license agreement; and declaring an emergency." Mrs. Husman moved, Mr. Haynam seconded, that Council dispense with the Second and Third Readings of said Ordinance; roll call vote being: Husman, Luetke, Milner, Westphal, Cappellini, Haynam (6) yeas; (0) nays. The motion carried.

Ordinance 14-2011, "Granting ...a license to enter a portion of City owned right-of-way..."

Mrs. Husman moved, Mr. Milner seconded, that Ordinance No. 14-2011 be enacted as an emergency measure as declared therein; roll call vote being: Luetke, Milner, Westphal, Cappellini, Haynam, Husman (6) yeas; (0) nays. The motion carried.

Mayor Stough stated that Council will now consider agenda item 6.

Service Director Jeffrey Ballmer's report on the change order for the Alexis Road improvements was placed on file. Mr. Milner presented and read aloud by title only, proposed Ordinance No. 15-2011, a written copy of same having been previously furnished to each member of Council, "Authorizing the Mayor and Director of Finance to approve Change Order No. 8 to this City's agreement with Gerken Paving, Inc. for the SR 184 (Alexis Road) Improvement project which reflects as-built quantities to remove and repair a portion of the intersection of Alexis and Roberts Road; decreasing the City's portion of the contract amount by \$1,797.83; and declaring an emergency." Mr. Milner moved, Mr. Haynam seconded, that Council dispense with the Second and Third Readings of said Ordinance; roll call vote being: Milner, Westphal, Cappellini, Haynam, Husman, Luetke (6) yeas; (0) nays. The motion carried.

Ordinance 15-2011, "...approve Change Order No. 8...Alexis Road Improvement..."

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Mr. Milner moved, Mr. Luetke seconded, that Ordinance No. 15-2011 be enacted as an emergency measure as declared therein; roll call vote being: Westphal, Cappellini, Haynam, Husman, Luetke, Milner (6) yeas; (0) nays. The motion carried.

Mayor Stough stated that Council will now consider agenda item 7.

After brief discussion Mr. Milner moved, Mr. Luetke seconded, to refer proposed Ordinance No. 16-2011, authorizing a lease to New Cingular Wireless for a portion of the water tower in Burnham Park, to the Utilities & Environment Committee for review and recommendation; roll call vote being: Cappellini, Haynam, Husman, Luetke, Milner, Westphal (6) yeas; (0) nays. The motion carried.

Ordinance 16-2011 referred to Utilities Comm.

Mayor Stough stated that Council will now consider agenda item 8.

Mr. Milner presented and read aloud by title only, proposed Ordinance No. 17-2011, a written copy of same having been previously furnished to each member of Council, "Authorizing an agreement with S. Vitale Pyrotechnic Industries, Inc., d/b/a Pyrotecnico for the Independence Day celebration on July 3, 2011 at Centennial Terrace and Quarry; authorizing the Mayor and Director of Finance to sign an agreement for the fireworks display which will cost twenty-seven thousand five hundred dollars (\$27,500); authorizing a 50% deposit payment upon the signing of the agreement which will be shared by the City, Sylvania Township, Coca-Cola Corporation and the Sylvania Area Joint Recreation District; and declaring an emergency." Mr. Milner moved, Mrs. Westphal seconded, that Council dispense with the Second and Third Readings of said Ordinance; roll call vote being: Haynam, Husman, Luetke, Milner, Westphal, Cappellini (6) yeas; (0) nays. The motion carried.

Ordinance 17-2011, "...agreement...Pyrotechnic..Independence Day celebration on July 3..."

Mr. Milner moved, Mrs. Westphal seconded, that Ordinance No. 17-2011 be enacted as an emergency measure as declared therein; roll call vote being: Husman, Luetke, Milner, Westphal, Cappellini, Haynam (6) yeas; (0) nays. The motion carried.

Mayor Stough stated that Council will now consider agenda item 9.

Personnel Director George Eichenauer gave an update on personnel and department changes. Mr. Luetke presented and read aloud by title only, proposed Ordinance No. 18-2011, a written copy of same having been previously furnished to each member of Council, "Amending Section 129.03 - Division of Taxation of the Codified Ordinances of Sylvania, 1979, as amended; and declaring an emergency." Mr. Luetke moved, Mr. Milner seconded, that Council dispense with the Second and Third Readings of said Ordinance; roll call vote being: Luetke, Milner, Westphal, Cappellini, Haynam, Husman (6) yeas; (0) nays. The motion carried.

Ordinance 18-2011, "Amending Section 129.03 - Division of Taxation..."

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Mr. Luetke moved, Mrs. Westphal seconded, that Ordinance No. 18-2011 be enacted as an emergency measure as declared therein; roll call vote being: Milner, Westphal, Cappellini, Haynam, Husman, Luetke (6) yeas; (0) nays. The motion carried.

Mayor Stough stated that Council will now consider agenda item 10.

Mayor Stough presented the Service Director's report on the Highland Meadows and Griffith Park Improvements - East Phase. Mr. Milner moved, Mr. Haynam seconded, to authorize the clerk to advertise for bids for the project; roll call vote being: Westphal, Cappellini, Haynam, Husman, Luetke, Milner (6) yeas; (0) nays. The motion carried.

Clerk to advertise for Highland Meadows/Griffith Park improvements.

There were no items for 10 or 11, and Mayor Stough stated that Council will now consider agenda item 13.

Mayor Stough presented the request from Whiteford Township, Michigan to accept sewage from certain areas of Ottawa Lake to connect to Sylvania's sewer system. Mr. Luetke moved, Mrs. Westphal seconded, to refer the letter to the Utilities & Environment Committee for review and recommendation; roll call vote being: Cappellini, Haynam, Husman, Luetke, Milner, Westphal (6) yeas; (0) nays. The motion carried.

Whiteford Twp. request to Utilities Comm.

Mayor Stough noted that the 2010 Annual Report had been distributed to all Council members.

Annual Report.

The Mayor also said that the Sylvania Area Chamber of Commerce is recognizing the City as a governmental non-profit in a ceremony March 25 to be held at the Chamber's Showcase Preview. Then at the regular luncheon meeting on April 5 the City will be highlighted as the spotlight business.

Chamber recognition.

Mayor Stough stated that all items on the agenda had been considered. Mrs. Westphal moved, Mr. Milner seconded, that this meeting adjourn. All present voting yea (6); (0) nays. The motion carried and the meeting adjourned at 8:30 p.m.

Adjournment.

Clerk of Council

Mayor

Resolution

NO. 7-2011

A RESOLUTION OF THE COUNCIL OF THE CITY OF SYLVANIA COMMENDING SYLVANIA SOUTHVIEW HIGH SCHOOL'S COUGARETTES DANCE TEAM ON ITS FIRST PLACE FINISH IN THE JAZZ DIVISION IN THE OHIO ASSOCIATION OF SECONDARY SCHOOL ADMINISTRATORS STATE CHEERLEADING AND DANCE TEAM CHAMPIONSHIP; AND DECLARING AN EMERGENCY.

WHEREAS, the 2011 Ohio Association of Secondary School Administrators State Cheerleading and Dance Team Championship was held February 26, 2011 at St. John's Arena on The Ohio State University campus; and,

WHEREAS, Sylvania Southview High School's Cougarettes Dance team finished first in the Jazz Division and finished second in the Pom Division at the State Cheerleading and Dance Team Championship; and,

WHEREAS, congratulations to **Marisa Kruszewski, Kristen Darah, Amy Horwitz, Ellie Bostwick, Alexandria Bieringer, Kassie Bishop, Stephanie Meyer, Lauren Gant, Elise Conklin, Emily Micsko, Lizzy Barmash, Paige Galecki, Taylor Lumm, Rachel Dawson, Mariana Parisca and Taylor Zaborski**, the members of the Cougarettes Dance Team, for their outstanding performance at the State Championship; and,

WHEREAS, congratulations also to coach **Heather Smith** whose talent, creativity, enthusiasm and dedication led her team to a State Championship in the Jazz Division and runner-up in the Pom Division.

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Sylvania, Lucas County, Ohio, _____ members elected thereto concurring:

SECTION 1. That this Council recognizes the accomplishments and talents of the Sylvania Southview High School Cougarettes Dance team and its achievement in placing first in the Jazz Division and placing second in the Pom Division.

SECTION 2. That the Clerk of Council is hereby directed to present **THE SYLVANIA SOUTHVIEW HIGH SCHOOL COUGARETTES DANCE TEAM** with a certified copy of this Resolution and to proudly post a copy of this Resolution in the Office of the Clerk of Council in the Municipal Building pursuant to ARTICLE III, Section 12, of the Charter of this City.

SECTION 3. That this Resolution is hereby declared to be an emergency measure necessary for the immediate preservation of the public peace, health, safety, property and welfare and for the further reason that this Resolution is a necessary step in commending the Sylvania Southview Cougarettes Dance Team for their outstanding performance at the OASSA State Cheerleading and Dance Team Championship and therefore this Resolution should be effective immediately. Provided this Resolution receives the affirmative vote of five (5) or more members elected to Council, it shall take effect and be in force thirty (30) days after it is approved by the Mayor or as otherwise provided by the Charter.

Vote dispensing with the second and third readings: Yeas _____ Nays _____

Passed, _____, 2011, as an emergency measure.

President of Council

ATTEST:

OTHER MEMBERS OF COUNCIL:

Clerk of Council

APPROVED:

Mayor

Date

APPROVED AS TO FORM:

Director of Law



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City Of Sylvania

DEPARTMENT OF PUBLIC SERVICE

JEFFREY P. BALLMER, PE. PS. DIRECTOR

March 11, 2011

To: The Mayor and Members of Sylvania City Council

Re: **Erie Street Bridge No. 122**

Dear Mr. Mayor and Council Members:

We have received a joint cooperation agreement from the office of the Lucas County Engineer to assist in the replacement of the above-mentioned.

This bridge is actually a twin culvert that carries Schrieber Ditch under Erie Street. During previous inspections, it was found that the west culvert had about a foot of silt built up and the east culvert concrete bottom was delaminating and the reinforcing steel was exposed.

We met with the Lucas County Engineer and they have agreed to provide plan review, right-of-way acquisition and construction as in-kind services. They have also agreed to provide \$50,000 toward's the construction cost.

We will also be applying for an OPWC grant of up to \$283,000 this fall for the 2012 construction year.

We would recommend that the Joint Cooperation Agreement between Lucas County and the City of Sylvania for the Erie Street Bridge No. 122 be approved.

Very truly yours,

Jeffrey P. Ballmer
Director of Public Service
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JOINT COOPERATION AGREEMENT

FOR

ERIE STREET BRIDGE NO. 122 (OVER SCHREIBER DITCH)

This Agreement by and between the City of Sylvania, Ohio hereinafter referred to as the **CITY**, and the Board of Lucas County Commissioners, hereinafter referred to as the **COUNTY**.

WITNESSETH

WHEREAS, Erie Street is also known as Sylvania-Metamora Road (County Road No. 4) which is an extension of a County road into the **CITY**, and

WHEREAS, the Lucas County Engineer hereinafter referred to as the **ENGINEER** has ranked the Erie Street Bridge No. 122 as 4 (Poor Condition) and suggested to the **CITY** that the bridge deterioration be addressed, and

WHEREAS, the **CITY** has engaged a consultant to make recommendations regarding the **ENGINEER'S** ranking and observations for the Erie Street Bridge No. 122, and

WHEREAS, the **CITY** has engaged a consultant to prepare detail construction plans which will be reviewed by both the **CITY** and **ENGINEER**, and

WHEREAS, the **CITY** and the **COUNTY** desire to replace the twin pipe, head walls, end walls, approach slabs along with miscellaneous repairs to the substructure and certain roadway work, hereinafter referred to as the **PROJECT**, and

WHEREAS, it is the policy of the **ENGINEER** to assist municipalities with major reconstruction of bridges such as this **PROJECT** which is on an extension of a **COUNTY** road, and

WHEREAS, the **CITY** and the **COUNTY** agree the construction of said **PROJECT** would be beneficial to the citizens of the **CITY** and **COUNTY**, and

WHEREAS, through a **CITY** and **COUNTY** joint effort, the **CITY** will apply for a \$283,000 Grant from the District 12 Integrating Committee for the **PROJECT**, and

WHEREAS, the **CITY** and **COUNTY** desire to conclude an Agreement which will accomplish the construction of said **PROJECT**.

NOW, THEREFORE, the **CITY** and **COUNTY** do hereby agree as follows:

1. The **CITY** will act as the lead agency for the detailed construction plans, specifications, design and environmental phase of the **PROJECT**.
2. The **COUNTY** will provide for title searches, appraisals, and negotiation costs for any necessary right of way and easements that may be required for the **PROJECT** within the **CITY**. The **CITY** will provide for the land purchase for any necessary right of way and easements.
3. The **CITY** will advertise for bids and administer the construction contract for the **PROJECT**.
4. The **COUNTY** will provide construction inspection and the **CITY** will pay for the testing.
5. Both the **CITY** and **COUNTY** agree to pay 100% of any construction or extra work items within its jurisdiction that are determined to not be eligible for State funding.
6. The **CITY** will be listed as **PROJECT** manager on the State funding agreements and will complete the disbursement requests.
7. The **COUNTY** will agree to pay a lump sum of \$50,000 toward the cost of the construction of the **PROJECT**. The **CITY** will invoice the **COUNTY** after the **CITY** finalizes all the **PROJECT**

costs. The **COUNTY** will provide plan review, right of way acquisition and construction inspection as in-kind services.

8. It is the intent of this Agreement that the **CITY** and **COUNTY** shall each properly and expeditiously discharge any requirements that may devolve upon them from time to time during the period this Agreement will be in force.
9. Attached to this agreement is the current estimate for the **PROJECT** which gives the approximate levels of financial participation for the **COUNTY** and **CITY** with the said potential State funding.

IN WITNESS WHEREOF, the **CITY** and **COUNTY** have adopted the provisions of this Agreement and have directed the execution of the same by their duly authorized representatives on the date hereinafter shown.

CITY OF SYLVANIA

Mayor

Director of Finance

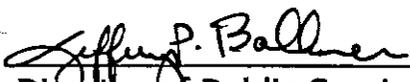
Date: _____

Approved as to Form:

Director of Law

Date: _____

Approved as to Content:



Director of Public Service

Date: March 8, 2011

BOARD OF LUCAS COUNTY COMMISSIONERS

Pete Gerken, President

Tina Skeldon Wozniak

Carol Contrada

Date: _____

Approved as to Form:

Asst. Lucas County Prosecutor

Date: _____

Approved as to Content:

Lucas County Engineer

Date: _____

CURRENT PROJECT ESTIMATE

ERIE STREET BRIDGE NO. 122

Design, Engineering and Environmental	\$ 62,300.00	City
Plan Review	\$ 8,000.00	City/County
Right of Way Acquisition	\$ 8,500.00	City/County
Bidding and Advertising	\$ 1,300.00	City
Construction	\$ 475,000.00	City/County
Construction Inspection	\$ 22,000.00	City/County
Construction Testing	\$ 2,000.00	City
TOTAL PROJECT COST:	\$ 579,100.00	

OPWC Grant	\$ 283,000
Local Share	\$ 296,100
Total Project Cost	\$ 579,100

CITY'S CONTRIBUTION

(37%)

Design & Environmental	\$ 62,300.00
Plan Review	\$ 1,600.00
R/W Acquisition	\$ 6,000.00
Bidding & Advertising	\$ 1,300.00
Construction	\$ 142,000.00
Construction Inspection	\$ 1,000.00
Testing	\$ 2,000.00
TOTAL	\$ 216,200.00

COUNTY'S CONTRIBUTION

(14%)

Plan Review	\$ 6,400.00
R/W Acquisition/Land	\$ 2,500.00
Construction	\$ 50,000.00
Construction Inspection	\$ 21,000.00
TOTAL	\$ 79,900.00

OPWC'S CONTRIBUTION

(49%)

Grant	\$283,000
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ORDINANCE NO. 19 -2011

AUTHORIZING THE MAYOR AND DIRECTOR OF FINANCE TO ENTER INTO A JOINT COOPERATION AGREEMENT ON BEHALF OF THIS CITY OF SYLVANIA WITH THE BOARD OF LUCAS COUNTY COMMISSIONERS, RELATIVE TO THE ERIE STREET BRIDGE NO. 122 REPLACEMENT PROJECT; APPROPRIATING \$216,200 FOR SAID PROJECT; AND DECLARING AN EMERGENCY.

WHEREAS, the County and City have previously entered into Joint Cooperation Agreements to facilitate the efficient improvement of roads that are located in both jurisdictions; and,

WHEREAS, this Joint Cooperation Agreement provides for the replacement of Erie Street Bridge No. 122 for which the County will provide plan review, right-of-way acquisition and construction as in-kind services as well as contribute \$50,000 towards the construction cost; and,

WHEREAS, the Director of Public Service, in a report dated March 11, 2011, has recommended the approval of this Joint Cooperation Agreement and indicated that it is estimated that the City's share of the project cost is \$216,200 with the City applying for grant funding of up to \$283,000 from the Ohio Public Works Commission this fall for the 2012 construction season.

NOW, THEREFORE BE IT ORDAINED by the Council of the City of Sylvania, Lucas County, Ohio, _____ members elected thereto concurring:

SECTION 1. That the Mayor and Director of Finance be, and they hereby are, authorized, on behalf of the City of Sylvania, Ohio, to enter into a Joint Cooperation Agreement for the purpose of replacing Erie Street Bridge No. 122.

SECTION 2. That to provide funds for said improvements hereby authorized, there is hereby appropriated from the **CAPITAL IMPROVEMENT FUND** from funds therein not heretofore appropriated to **Account No. 401-7610-53610 – Erie Street Bridge Replacement** the total sum of Two Hundred Sixteen Thousand Two Hundred Dollars (\$216,200.00).

SECTION 3. It is hereby found and determined that all formal actions of this Council concerning and relating to the passage of this Ordinance were adopted in an open meeting of this council, and that all deliberations of this Council and of any of its committees that resulted in

such formal action, were in meetings open to the public, in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

SECTION 4. That the Clerk of Council is hereby directed to post a copy of this Ordinance in the Office of the Clerk of Council in the Municipal Building pursuant to ARTICLE III, Section 12, of the Charter of this City.

SECTION 5. That this Ordinance is hereby declared to be an emergency measure necessary for the immediate preservation of the public peace, health, safety, property and welfare and for the further reason that the Joint Cooperation Agreement should be entered into forthwith. Provided this Ordinance receives the affirmative vote of five (5) or more members elected to Council, it shall take effect and be in force immediately upon its passage and approval by the Mayor; otherwise, it shall take effect and be in force thirty (30) days after it is approved by the Mayor or as otherwise provided by the Charter.

Vote dispensing with the second and third readings: Yeas _____ Nays _____

Passed, _____, 2011, as an emergency measure.

President of Council

ATTEST:

APPROVED AS TO FORM:

Clerk of Council

Director of Law

APPROVED:

Mayor

Date



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City Of Sylvania

DEPARTMENT OF PUBLIC SERVICE

JEFFREY P. BALLMER, PE. PS. DIRECTOR

March 14, 2011

To: The Mayor and Members of Sylvania City Council

Re: **Signal Upgrades**

Dear Mr. Mayor and Council Members:

We have received a Joint Cooperation Agreement from Lucas County for the above-mentioned project which will upgrade traffic signals at Sylvania Avenue and Stonehenge Drive, Sylvania-Metamora Road and Centennial Road, and at Brint Road and Holland-Sylvania Road.

Lucas County provided the design and specifications, and will bid the project and provide construction inspection.

The City's share of the project is \$46,300 (37.16%) of the total project cost of \$124,600.

Upgrades include new LED lights, ped signals with countdown timers, black backplates to help motorists see the signal when the sun is behind the signal and the drivers' eyes and providing new strain poles at Sylvania and Stonehenge to relieve the signal heads that are sagging due to the existing wooden poles.

We feel that these upgrades will enhance the safety of both motorists and pedestrians utilizing these intersections and would recommend approval of the Joint Cooperation Agreement.

Very truly yours,

Jeffrey P. Ballmer
Director of Public Service
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Enc.

JOINT COOPERATION AGREEMENT

FOR

2011 VARIOUS TRAFFIC SIGNAL UPGRADES PROJECT (JOINT PORTION WITH CITY OF SYLVANIA)

This Agreement by and between the City of Sylvania, Ohio, hereinafter referred to as the **CITY**, and the Board of Lucas County Commissioners, hereinafter referred to as the **COUNTY**.

WITNESSETH

WHEREAS, the project includes traffic signal upgrades to the intersection of Sylvania Avenue and Stonehenge Drive, where Sylvania Avenue which is also known as County Road #5 which is also an extension of a County road into the **CITY**, and

WHEREAS, the project includes traffic signal upgrades to the intersection of Sylvania – Metamora Road and Centennial Road, where Sylvania – Metamora Road which is also known as County Road #4 and where Centennial Road which is also known as County Road #69 are also extensions of County roads into the **CITY**, and

WHEREAS, the project includes traffic signal upgrades to the intersection of Holland – Sylvania Road and Brint Road, where Holland – Sylvania Road which is also known as County Road #1572 and where Brint Road which is also known as County Road #8 are also extensions of County roads into the **CITY**, and

WHEREAS, the Lucas County Engineer hereinafter referred to as the **ENGINEER** has prepared detailed construction plans for the traffic signal upgrades and has recommended to the **CITY** that the intersections be improved to address operation and safety, and

WHEREAS, the **CITY**, and the **COUNTY** desire to complete various traffic signal upgrade improvements at the intersections of: Sylvania Avenue and Stonehenge Drive; Centennial Road and Sylvania-Metamora Road; and Brint Road and Holland – Sylvania Road, hereinafter referred to as the **PROJECT**, and

WHEREAS, the **CITY**, and **COUNTY** agree the construction of said **PROJECT** would be beneficial to the citizens of the **CITY**, and **COUNTY**, and

WHEREAS, the **CITY**, and the **COUNTY** desire to conclude an agreement which will accomplish the construction of said **PROJECT**,

NOW, THEREFORE, the **CITY**, and **COUNTY** do hereby agree as follows:

1. The **ENGINEER** has prepared and completed, with his engineering staff, detailed construction plans, specifications, and estimates for the **PROJECT**.
2. The **COUNTY** will advertise for bids and administer the construction contract for the **PROJECT** including inspection and testing performed by the **ENGINEER**.
3. The total cost of the **PROJECT** is now estimated to be \$124,600. The **CITY** shall pay 37.16% of the **PROJECT** cost. The **CITY'S** contribution is 37.16% of \$124,600 which equates to \$46,300. The **COUNTY** shall pay the remaining 62.84% of the **PROJECT** cost. The **COUNTY'S** contribution is 62.84% of \$124,600 which equates to \$78,300.

The **COUNTY** will invoice the **CITY** for a lump sum payment of \$46,300 after the construction contract is awarded.

4. It is the intent of this Agreement that the **CITY** and **COUNTY** shall each properly and expeditiously discharge any requirements that may devolve upon them from time to time during the period this Agreement will be in force.
5. Attached to this Agreement is the current estimate for the **PROJECT** which gives the approximate levels of financial participation for the **COUNTY** and **CITY** with the said potential State/Federal funding.

IN WITNESS WHEREOF, the Board of Lucas County Commissioners pursuant to Resolution _____ adopted on ____ day of _____, 2011, and the City of Sylvania, by its Mayor and Director of Finance pursuant to Ordinance Number _____ passed this ____ day of _____, 2011, have affixed their signatures respectively.

CITY OF SYLVANIA

**BOARD OF LUCAS COUNTY
COMMISSIONERS**

Mayor

Pete Gerken, President

Director of Finance

Tina Skeldon Wozniak

Carol Contrada

PROJECT ESTIMATE

(BASED ON 2011 DOLLARS)

FOR

2011 VARIOUS TRAFFIC SIGNAL UPGRADES PROJECT (JOINT PORTION WITH CITY OF SYLVANIA)

Design, Engineering	\$ 23,000	County (Engineer)
Bidding and Advertising	\$ 3,000	County (Engineer)
Construction (Let 1st Quarter / Construct 2011)	\$ 89,600	City / County (Engineer)
Construction Inspection / Testing	\$ 9,000	County (Engineer)
TOTAL PROJECT COST	\$ 124,600	

CITY'S CONTRIBUTION (37.16%)

Cash \$ 46,300

COUNTY'S CONTRIBUTION (62.84%)

In-Kind and/or Cash \$ 78,300

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ORDINANCE NO. 20 -2011

AUTHORIZING THE MAYOR AND DIRECTOR OF FINANCE TO ENTER INTO A JOINT COOPERATION AGREEMENT ON BEHALF OF THIS CITY OF SYLVANIA WITH THE BOARD OF LUCAS COUNTY COMMISSIONERS, RELATIVE TO VARIOUS TRAFFIC SIGNAL UPGRADES PROJECT; APPROPRIATING \$46,300 FOR SAID PROJECT; AND DECLARING AN EMERGENCY.

WHEREAS, the County and City have previously entered into Joint Cooperation Agreements to facilitate the efficient improvement of traffic signals and roads that are located in both jurisdictions; and,

WHEREAS, this Joint Cooperation Agreement provides for upgrading traffic signals at Sylvania Avenue and Stonehenge Drive, Sylvania-Metamora Road and Centennial Road, and at Brint Road and Holland-Sylvania Road; and,

WHEREAS, the Director of Public Service, in a report dated March 14, 2011, has recommended the approval of this Joint Cooperation Agreement and indicated that it is estimated that the City's share of the project cost is \$46,300.

NOW, THEREFORE BE IT ORDAINED by the Council of the City of Sylvania, Lucas County, Ohio, _____ members elected thereto concurring:

SECTION 1. That the Mayor and Director of Finance be, and they hereby are, authorized, on behalf of the City of Sylvania, Ohio, to enter into a Joint Cooperation Agreement for the purpose of upgrading traffic signals at Sylvania Avenue and Stonehenge Drive, Sylvania-Metamora Road and Centennial Road, and at Brint Road and Holland-Sylvania Road.

SECTION 2. That to provide funds for said improvements hereby authorized, there is hereby appropriated from the **CAPITAL IMPROVEMENT FUND** from funds therein not heretofore appropriated to **Account No. 401-7635-53543 – Traffic Signal Project** the total sum of Forty-Six Thousand Three Hundred Dollars (\$46,300.00).

SECTION 3. It is hereby found and determined that all formal actions of this Council concerning and relating to the passage of this Ordinance were adopted in an open meeting of this council, and that all deliberations of this Council and of any of its committees that resulted in

such formal action, were in meetings open to the public, in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

SECTION 4. That the Clerk of Council is hereby directed to post a copy of this Ordinance in the Office of the Clerk of Council in the Municipal Building pursuant to ARTICLE III, Section 12, of the Charter of this City.

SECTION 5. That this Ordinance is hereby declared to be an emergency measure necessary for the immediate preservation of the public peace, health, safety, property and welfare and for the further reason that the Joint Cooperation Agreement should be entered into forthwith.

Provided this Ordinance receives the affirmative vote of five (5) or more members elected to Council, it shall take effect and be in force immediately upon its passage and approval by the Mayor; otherwise, it shall take effect and be in force thirty (30) days after it is approved by the Mayor or as otherwise provided by the Charter.

Vote dispensing with the second and third readings: Yeas _____ Nays _____

Passed, _____, 2011, as an emergency measure.

President of Council

ATTEST:

APPROVED AS TO FORM:

Clerk of Council

Director of Law

APPROVED:

Mayor

Date



10

City Of Sylvania

DEPARTMENT OF PUBLIC SERVICE

JEFFREY P. BALLMER, PE. PS. DIRECTOR

March 17, 2011

To: The Mayor and Members of Sylvania City Council

Re: **Harroun Park Site Improvements**

Dear Mr. Mayor and Council Members:

Plans and specifications for the above-mentioned project are now complete. This project extends sanitary sewer and a waterline into the west side of Harroun Park to serve the Lathrop House, the shelter and a future restroom. Also to be provided are conduits from Main Street to the Lathrop House for electric, phone, cable and gas. Two hydrants and a fire line are part of the construction as well as a fire lane to the north side of the house and paving the ADA trail on the south side. The northerly entrance drive will be repaved and extended easterly so that we can have access to the City's designated parking spaces for the Lathrop House and Harroun Park.

The estimated cost of the project is \$322,723.75.

We would be opening bids on May 25 so that this construction would begin after the St. Joe's Festival and after school is out for the summer.

We would request that the Clerk of Council be authorized to advertise for bids.

Very truly yours,



Jeffrey P. Ballmer
Director of Public Service
tid



11

City Of Sylvania

OFFICE OF THE MAYOR

CRAIG A. STOUGH, MAYOR

March 18, 2011

To: Members of Sylvania City Council

Re: Re-Appointments to the Sylvania Tree Commission

Dear Council Members:

Read Backus and Judi Young have expressed their interest in continuing to serve on the Sylvania Tree Commission.

Dr. Backus and Ms. Young have been members of the Sylvania Tree Commission and have demonstrated their active interest and commitment to Sylvania through their service to the community.

Therefore, I am pleased to announce the re-appointments of Read Backus and Judi Young to the Sylvania Tree Commission for terms commencing January 1, 2011 and expiring December 31, 2013, and request that you confirm these appointments.

Respectfully submitted,

Craig A. Stough
Mayor



City Of Sylvania

DIVISION OF PARKS & FORESTRY
PAT O'BRIEN, SUPERINTENDENT

March 1, 2011

Mayor Craig Stough and Members of Staff
City of Sylvania, Ohio 43560

Dear Mayor Stough,

Relative to the Sylvania Tree Commission, I am submitting this list of members names for extension of commission appointments.

<u>NAME</u>	<u>PHONE</u>	<u>ADDRESS</u>	<u>TERM</u>
ART LANDSEADEL City Forester	882-5808 885-8992	6329 OAKLAND CT.	3 YRS 2011-2014
READ BACKUS	882-3375	6743 VICTORIA CT.	3 YRS 2013
JUDI YOUNG (Chairman)	882-3236 824-1444	5126 BRENDEN WAY	3 YRS 2013
LOIS SHELLY	841-5398	20 WINDING CREEK PL	3 YR 2011
TONI ANDREWS	824-0317 882-8949 (o)	6853 ELEANOR CT.	3 YR. 2011
PAT O'BRIEN Forestry Div. Supt.	885-8992	8425 SYLVANIA-MET	3 YRS 2012
ROGER BARNES	885-4758 885-8992 (o)	6312 OAKLAND CT.	3 YRS 2012

Cordially,

Art Landseadel, City Forester

A

Sylvania Municipal Planning Commission

Minutes of the regular meeting of March 16, 2011. Mr. Lindsley called the meeting to order.

Members present: Read Backus, Thomas Lindsley, Mayor Craig Stough, (3) present. Ken Marciniak (1) excused. Mr. Robert Oberly present.

Dr. Backus moved, Mayor Stough seconded to approve the Minutes of the February 16, 2011, meeting as submitted. Vote being: Backus, Lindsley, Stough (3) aye; (0) nay. Motion passed by a 3 to 0 vote.

Item 3 - Replat requested by Gary Sommer, agent for Jeffrey and Debra Unverferth, for Lot 57 in Brookfield Estates, Sylvania. Mr. Gary Sommer present. Mr. Sommer asked that the agenda be corrected, they are requesting a Replat of Lot 57 in Brookfield Estates, as reflected on the drawing. The owners are proposing interior and exterior renovations to their home, and they are enlarging the footprint of the building to the north and the east. The proposed addition will extend over the building setback lines established on the recorded plat of Brookfield Estates. Since this is a corner lot, the additions do not get closer to a neighbor. The building setback is 35 feet on the plat, the city minimum setback is 25 feet on each side for the corner lot, they are requesting the setback be 28 feet on each side. There is a house across Fairmeadow Drive to the east and a house to the south. The addition on the east side will be out further than the porch on the house to the south. There are concerns about this because it affects the entire subdivision. They do think because it is on the corner and the way it sits and angling the addition at the southeast corner does not make as great an impact as a 90-degree angle would. On the north side they will add a covered porch with columns that will be open on the sides, visually there will not be a significant impairment. It was mentioned that if this lot was in the middle of the block so the house would be in front of the other houses he would be against it. Because this is a corner lot and separated by other streets, all those things taken into account, they are willing to take the risk that someone will not tear the house down and build all the way out. It is hard to stand in the way of homeowners improving their property. Mr. Ballmer has signed the Mylar. He did the calculations and reviewed the drawing, he does not have any objections to the Replat of Lot 57 in Brookfield Estates. Dr. Backus moved, Mayor Stough seconded to approve the Replat of Lot 57 in Brookfield Estates as shown on the Mylar drawing. Vote being: Stough, Backus, Lindsley (3) aye; (0) nay. Motion passed by a 3 to 0 vote.

Item 4 - Council Referral of the City of Sylvania Zoning Code Update - Final Review Draft Zoning Amendments for review and recommendation. Ms. Sandra Husman present. Ms. Husman said that she started working on the zoning code updates while on the planning commission and she continued after she was appointed to the council. This has been going on for about a year, the committee has put a lot of time in the updates and has had discussion back and forth. She would like to encourage the planning commission to look at it seriously and completely. The original code was from 1968 and what we finalize in this code will last for a few years. There are new additions for solar panels, wind turbines, and satellite dishes. Chapter 1151 the Downtown Overlay District, which is important for the planning commission to look at. Chapter 1107 Amendments was changed and then after discussion it went back to the way it was, since that has implications for the planning commission the members may want to review that chapter. She does not wish to rush the planning commission

Item 4 - continued:

but, she would like to encourage the members to get it done while it is fresh in everyone's mind. She suggested that we have special meetings of about an hour and half to get some work done. It will require some homework, to go over this at home, form your opinions and then to sit down and talk about it. Mayor Stough said that there has been a lot of work put into this, our job is to review it and think about any problems that are created by these changes. A big change in the code is the increase in lot sizes and yards, a lot of those requirements do not mean a lot unless we have a new subdivision which we do not have any space. City council cannot expect us to get it done tonight and have it ready for their next meeting. It might be nice for us to try and get it done for the April 4 council meeting which would require setting a special meeting for a working session. Our job is to look at from the work ability or enforce ability standards that council may not be looking at. The members discussed have meetings on Tuesday, March 22 and March 29 at 4:30 for working sessions. The mayor said he would like to have all members present for the discussion so we will need to see if Mr. Marciniak can make those proposed dates. We need to look at having a meeting going through it answering questions and then another meeting to put our recommendations together. We need to focus on the changes and the new chapters and definitions.

Dr. Backus moved, Mayor Stough seconded to adjourn the meeting. All present voted aye. Meeting adjourned.

Submitted by,



Barbara Taylor, Secretary
Municipal Planning Commission

B

Board of Architectural Review

Minutes of the regular meeting of March 16, 2011. Mr. Lindsley called the meeting to order.

Members present: Read Backus, Thomas Lindsley, Mayor Craig Stough, (3) present. Ken Marciniak (1) excused. Mr. Robert Oberly present.

Mayor Stough moved, Dr. Backus seconded to approve the Minutes of the February 16, 2011, meeting as submitted. Vote being: Backus, Stough, Lindsley (3) aye; (0) nay. Motion passed by a 3 to 0 vote.

Item 3 - Regulated Sign app. no. 6-2011 requested by Toledo Sign Company for Pathology Laboratories, 5137 S. Main Street, Sylvania. Mr. Dana Fairchild present. Pathology Laboratories is moving into the former Lady C space at Southbriar. They are proposing replacement faces on the existing sign, a Lexan panel to match what is on the rest of the buildings. There has been speculation that all the signs at Southbriar will be updated at a future date but the laboratory should be opening early April and they need a sign. Mayor Stough moved, Mr. Lindsley seconded to give a Certificate of Appropriateness for the new sign face for Pathology Laboratories, 5137 S. Main Street, as presented with app. no. 6-2011. Vote being: Stough, Lindsley, Backus (3) aye; (0) nay. Motion passed by a 3 to 0 vote.

Item 4 - Regulated Sign app. no. 7-2011 requested by Gregory Huffman for Association Cemetery, 6811 Convent Boulevard, Sylvania. They are updating the cemetery entrance with masonry pillars, a new gates, and a new sign on the masonry wall. This will replace the existing chain link fence with gates and the painted wooden sign. Mayor Stough suggested they consider brick for the columns and the base, they show brick around the sign and it may be more compatible with the neighborhood is they have brick pillars and base. Mayor Stough moved, Dr. Backus seconded to grant a Certificate of Appropriateness for the new sign in the masonry base with masonry pillars and a new gate as requested with app. no. 7-2011 for Association Cemetery, 6811 Convent Boulevard. Vote being: Lindsley, Backus, Stough (3) aye; (0) nay. Motion passed by a 3 to 0 vote.

Dr. Backus moved, Mayor Stough seconded to adjourn the meeting. All present voted aye. Meeting adjourned.

Submitted by,



Barbara Taylor, Secretary
Municipal Planning Commission