

Agenda
Sylvania City Council
November 5, 2012 7:30 p.m.

1. Roll call.
2. Pledge of Allegiance to the United States of America led by Mr. Brown.
3. Additions to the agenda.
4. Approval of the October 15 meeting minutes.
5. Dick Hutchinson, NW Ohio General Manager, Frontier Communications, regarding major upgrades in the City.
6. Brint & McCord Intersection Improvements
 - a. Service Director's report on professional design engineering services; and
 - b. proposed Ordinance 62-2012, for Engineering Design Services from DGL Consulting Engineers, LLC in the amount of \$11,000.
 - c. Service Director's report on OPWC Funding Application; and
 - d. proposed Resolution 12-2012, for OPWC grant application submission.
7. Brint & King Roundabout and Monroe Street Reconstruction Projects
 - a. Service Director's report on OPWC Funding Application; and
 - b. proposed Resolution 13-2012, authorizing the submission of application.
8. Council Appointments:
 - a. Proposed Resolution 14-2012, re-appointing Richard Sands to the Zoning Board of Appeals.
 - b. Proposed Resolution 15-2012, re-appointing Gary Sommer to the Zoning Board of Appeals.
9. Confirmation of Mayor Stough's re-appointment of Barbara Conover to the Toledo-Lucas County Board of Health.
10. Set the 2013 meeting schedule.
11. Committee reports.
12. Committee referrals.

Information

- A. 2013 Meeting Schedule of the Municipal Planning Commission.
- B. 3rd Quarter Management Reports.

Minutes of the Meeting of Council
October 15, 2012

The Council of the City of Sylvania, Ohio met in regular session on October 15, 2012 at 7:30 p.m. with Mayor Craig A. Stough in the chair. Roll was called with the following members present: V. Michael Brown, Katie Cappellini, Doug Haynam, Sandy Husman, Mark Luetke, Todd Milner, Mary J. Westphal (7); absent: (0).

Roll call: all present.

Mayor Stough 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.

13. Discussion on developing a policy for endorsements for levy support requests.

Additions to the agenda.

Mr. Haynam moved, Mrs. Husman seconded, to approve the agenda as amended; roll call vote being: Brown, Cappellini, Haynam, Husman, Luetke, Milner, Westphal (7) yeas; (0) nays. The motion carried.

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

Mrs. Westphal presented the October 1 minutes. Mrs. Westphal moved, Mr. Brown 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 October 1, 2012 be approved as submitted, provided there are no amendments from other members of Council; roll call vote being: Cappellini, Haynam, Husman, Luetke, Milner, Westphal, Brown (7) yeas; (0) nays. The motion carried.

Approval of the October 1 minutes.

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

Sue Schafer, Manager, Sylvania Branch Library explained the changes that will be made if the library levy fails. 50% of their funding is provided by the State, and the other half comes from property taxes. The current levy expires December 31, 2012. Ms. Schafer explained the services the library offers to the public including helping people to fill out job applications. Mrs. Westphal moved, Mrs. Husman seconded, to endorse the 2.9 mill Toledo-Lucas County Library levy. Mr. Haynam said he is uncomfortable with Council, as a body, endorsing a levy. Mr. Luetke suggests that Council develop a policy for future requests. Vote on the motion being: Husman, Luetke, Milner, Westphal, Brown, Cappellini (6) yeas; Haynam (1) nay. The motion carried.

Endorsement of Toledo-Lucas County Library levy.

At Council's agreement, Mayor Stough moved agenda item 6 to 8. Mr. Milner moved, Mrs. Westphal seconded, to excuse Mr. Luetke, at his request, due to a possible conflict; all present voting yea (7); (0) nays. The motion carried.

Luetke excused.

Minutes of the Meeting of Council
October 15, 2012

Steve Madewell, Citizens Campaign for Metroparks, distributed supporting documents for his request for an endorsement of their levy. Mrs. Cappellini moved, Mrs. Westphal seconded, to endorse Issue 21, the 0.9 mil Metroparks levy. After discussion, the vote on the motion being: Milner, Westphal, Brown, Cappellini, Husman (5) yeas; Haynam (1) nay. The motion carried. Metroparks levy endorsement.

Mayor Stough stated that Council will now consider agenda item 7, and Mr. Luetke returned. Luetke returns.

Ken Katafias, Sylvania Area Joint Recreation District, requested Council's endorsement of Issue 22, the 0.4 mill levy for the Recreation District. He said the district is losing present funding while having increased responsibilities providing programs for district residents. He noted that users pay to participate. Mrs. Cappellini moved, Mr. Milner seconded, to endorse Issue 22; roll call vote being: Westphal, Brown, Cappellini, Haynam, Husman, Luetke, Milner (7) yeas; (0) nays. The motion carried. Sylvania Recreation District levy endorsement.

Mayor Stough stated that Council will now consider agenda item 8, which was previously item 6.

Kate Conway, Sylvania Arts Commission, showed a video presentation of the June Maple & Main Art Show which was successful, and brought extra business to downtown merchants. The next one is scheduled for June 1 and 2, 2013. Future endeavors of the commission are to host a film festival, and work towards placing additional sculptures along the River Trail. Ms. Conway said the dedication of the bridge artwork is October 21 at 3:00. The commission sought and received sponsorship for three out of four of the murals on the Main Street bridge. They are working on the fourth one. Sylvania Arts Commission report.

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

Mrs. Westphal presented and read aloud by title only, proposed Resolution No. 11-2012, a written copy of same having been previously furnished to each member of Council, "Resolution accepting the amounts and rates as determined by the Budget Commission and authorizing the necessary tax levies and certifying them to the County Auditor." Mrs. Westphal moved, Mr. Luetke seconded, that Council dispense with the Second and Third Readings of said Resolution; roll call vote being: Brown, Cappellini, Haynam, Husman, Luetke, Milner, Westphal (7) yeas; (0) nays. The motion carried. Resolution 11-2012, "...accepting the amounts and rates...Budget Commission..."

Mrs. Westphal moved, Mr. Luetke seconded, that Resolution No. 11-2012 be enacted as an emergency measure as declared therein; roll call vote being: Cappellini, Haynam, Husman, Luetke, Milner, Westphal, Brown (7) yeas; (0) nays. The motion carried.

Minutes of the Meeting of Council
October 15, 2012

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

Police Chief William Rhodus reported that no serious criminal offenses are on file, and the Police Department has no reason to object to the D5 liquor permit for AMW Brothers, Ltd., d/b/a Sylvania Diner, 5623 Alexis Road. Mrs. Westphal moved, Mr. Milner seconded, that no hearing be requested for the liquor license, being permit no. 0006052; roll call vote being: Haynam, Husman, Luetke, Milner, Westphal, Brown, Cappellini (7) yeas; (0) nays. The motion carried. No objection to D5 liquor permit for Sylvania Diner.

Mayor Stough stated that Council will now consider agenda item 11.

There was discussion about the PD for the Pine Tree Villas project which was referred to the Planning Commission. The Mayor reported that the petition was continued again because all of the requirements for approval are not yet in order, including arrangements to purchase additional land to allow for 18 units. Pine Tree Villas discussion.

There were no items for 12 and Mayor Stough stated that Council will now consider agenda item 13.

After discussion, Mr. Milner moved, Mr. Haynam seconded, to refer the researching of a levy endorsement policy to the Employee & Community Relations Committee; roll call vote being: Husman, Luetke, Milner, Westphal, Brown, Cappellini, Haynam (7) yeas; (0) nays. The motion carried. Levy endorsement policy to committee.

Mr. Luetke set an Employee & Community Relations Committee meeting for Thursday, October 25 at 4:30 p.m. to consider a levy endorsement policy, and streaming Council meetings live online; roll call vote being: Luetke, Milner, Westphal, Brown, Cappellini, Haynam, Husman (7) yeas; (0) nays. The motion carried. Employee & Comm. Relations, Oct. 25, 4:30.

Mayor Stough stated that all items on the agenda had been considered. Mrs. Westphal moved, Mrs. Husman seconded, that this meeting adjourn; all present voting yea (7); (0) nays. The motion carried and the meeting adjourned at 8:40 p.m. Adjournment.

Clerk of Council

Mayor

6a



DEPARTMENT OF PUBLIC SERVICE
KEVIN G. ALLER, PE DIRECTOR

November 1, 2012

To: The Mayor and Members of Sylvania City Council

Re: **Brint & McCord Intersection Improvements**

Dear Mr. Mayor and Council Members:

We have received a proposal from DGL Consulting Engineers, LLC for professional engineering services to perform final design services for this project.

This intersection is being designed as a signalized intersection per the recent study we had conducted. We have discussed cost sharing project costs with Lourdes University and we also plan to pursue Ohio Public Works Commission funding.

We would recommend that the proposal from DGL Consulting Engineers, LLC in the amount of \$11,000 for the Brint & McCord Intersection Improvements be accepted.

Sincerely,

Kevin G. Aller, P.E.
Director of Public Service
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ORDINANCE NO. 62 -2012

ACCEPTING THE PROPOSAL OF DGL CONSULTING ENGINEERS, LLC FOR PROFESSIONAL ENGINEERING DESIGN SERVICES FOR THE BRINT AND McCORD INTERSECTION IMPROVEMENT PROJECT; APPROPRIATING FUNDS THEREFORE IN THE AMOUNT OF \$11,000; AND DECLARING AN EMERGENCY.

WHEREAS, a study was recently conducted that included the intersection at Brint and McCord Roads; and,

WHEREAS, the results of the study determined that the intersection of Brint and McCord Roads should be a signalized intersection; and,

WHEREAS, the Director of Public Service has received a proposal from DGL Consulting Engineers, LLC for professional engineering services to perform final design services for this project; and,

WHEREAS, the Director of Public Service, in a report dated November 1, 2012, has recommended acceptance of the proposal of DGL Consulting Engineers, LLC for professional engineering services to perform final design services at a cost to the City of \$11,000.

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

SECTION 1. That the proposal of DGL Consulting Engineers, LLC in the amount of Eleven Thousand Dollars (\$11,000.00), for professional engineering services to perform final design services for the Brint and McCord Intersection Improvement Project, is hereby accepted.

SECTION 2. That the Director of Public Service shall promptly give notice to said consultant to proceed under the proposal hereby approved and accepted.

SECTION 3. That to provide funds for said services hereby authorized, there is hereby appropriated from the **CAPITAL IMPROVEMENT FUND** from funds therein not heretofore appropriated to **Account No. 401-7610-53613 – Brint/McCord Intersection Improvement Project** the total sum of Eleven Thousand Dollars (\$11,000.00).

SECTION 4. 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 5. 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 6. 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 design services should be provided for immediately. 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, _____, 2012, as an emergency measure.

President of Council

ATTEST:

APPROVED AS TO FORM:

Clerk of Council

Director of Law

APPROVED:

Mayor

Date

6c



City Of Sylvania

DEPARTMENT OF PUBLIC SERVICE

KEVIN G. ALLER, PE DIRECTOR

November 2, 2012

To: The Mayor and Members of City Council

Re: **Brint & McCord Intersection Improvements**

Dear Mayor and Council Members:

As you are aware, the recent traffic analysis conducted for this intersection concluded that a traffic signal is warranted.

The estimated cost of construction of the project is \$151,000. We are requesting permission to apply for Ohio Public Works Commission grant funds in the amount of \$73,990. Should Lourdes University contribute 25% of the remaining amount as requested, the City's final cost for the project will be approximately \$57,760.

We recommend applying for OPWC grant funds in the amount of \$73,990.

Please call if you have any questions.

Sincerely,

Kevin G. Aller, P.E.

Director of Public Service

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RESOLUTION NO. 12 -2012

A RESOLUTION AUTHORIZING THE MAYOR AND DIRECTOR OF FINANCE TO PREPARE AND SUBMIT AN APPLICATION TO THE OHIO PUBLIC WORKS COMMISSION AND TO EXECUTE CONTRACTS AS REQUIRED; AND DECLARING AN EMERGENCY.

WHEREAS, the City of Sylvania is applying for funding from the Ohio Public Works Commission (OPWC) for the Brint and McCord Intersection Improvement Project; and,

WHEREAS, the Director of Public Service, in a report dated November 2, 2012, indicated that the estimated cost for Brint and McCord Intersection Improvement Project is \$151,000 and is requesting permission to apply for OPWC grant funds in the amount of \$73,990; and,

WHEREAS, the City will also be requesting Lourdes University contribute 25% of the remaining cost; and,

WHEREAS, the estimated total cost of the project is \$151,000, with the City receiving anticipated OPWC funds in the amount of \$73,990 and anticipated Lourdes contribution of \$19,250, for a total cost to the City of \$57,760.

NOW, THEREFORE BE IT RESOLVED 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 to apply to the OPWC for funds as described above.

SECTION 2. The Mayor and Director of Finance are further authorized to enter into any agreements as may be necessary and appropriate for obtaining this financial assistance.

SECTION 3. If the Brint and McCord Intersection Improvement Project is approved for financial assistance, the City of Sylvania will commit the necessary funds to meet the local share as indicated in the corresponding project application and will enter into an agreement with the Ohio Public Works Commission for the grant.

SECTION 4. It is hereby found and determined that for all formal actions of this Council concerning and relating to the passage of this Resolution 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 5. That the Clerk of Council is hereby directed to 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 6. 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 the City should file its application for the grant immediately and indicate its willingness to enter into an Agreement and appropriate the funds for said project as necessary and therefore this Resolution should be made 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 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, _____, 2012, as an emergency measure.

ATTEST:

Clerk of Council

APPROVED:

Mayor

Date

President of Council

APPROVED AS TO FORM:

Director of Law

7a



November 1, 2012

To: The Mayor and Members of City Council

Re: **OPWC Fund Application**
Brint & King Roundabout
Monroe Street Reconstruction

Dear Mayor and Council Members:

The Brint & King Roundabout is a project that has been under consideration for several years. We had previously entered into a joint cooperation agreement with the Lucas County Engineers (LCE) office that addressed the cost sharing for the project.

The estimated cost for this project is \$950,200. We are receiving two-thirds of the cost in ODOT TIP funds, or \$632,800, and are requesting permission to apply for Ohio Public Works Commission (OPWC) grant funds in the amount of \$222,380.

The Monroe Street Reconstruction project has also been under consideration for some time. The last phase of this project is the section between Silica Road and Erie Street. This project involves full depth reconstruction on half of the street, and mill and replace on the other half, as well as some minor water main replacement.

The estimated cost for this project is \$860,940. We are requesting permission to apply for OPWC grant funds in the amount of \$376,620.

These two projects will be combined into one OPWC application as it is to the City's benefit in order to maximize our grant award. Therefore, a summary of the two projects follows:

Total Cost:	\$1,811,140
Less TIP	632,800
Less OPWC	599,000
Less LCE	<u>81,000</u>
City Cost	\$ 498,340

To: The Mayor and Members of City Council

Re: **OPWC Fund Application**

Brint & King Roundabout

Monroe Street Reconstruction

Page 2

It is our intention to proceed with the Monroe Street portion in July of 2012 and the Brint/King intersection will begin late winter of 2014.

We recommend proceeding with these two projects as one OPWC application requesting \$599,000 in grant funds.

Please call if you have any questions,

Sincerely,



Kevin G. Aller, P.E.

Director of Public Service

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RESOLUTION NO. 13 -2012

A RESOLUTION AUTHORIZING THE MAYOR AND DIRECTOR OF FINANCE TO PREPARE AND SUBMIT AN APPLICATION TO THE OHIO PUBLIC WORKS COMMISSION AND TO EXECUTE CONTRACTS AS REQUIRED; AND DECLARING AN EMERGENCY.

WHEREAS, the City of Sylvania is applying for funding from the Ohio Public Works Commission (OPWC) for the Brint/King Roundabout Project and the Monroe Street – Silica to Erie Reconstruction Project; and,

WHEREAS, the Director of Public Service, in a report dated November 1, 2012, indicated that the estimated cost for the Brint/King Roundabout Project is \$950,200, with the City receiving two-thirds, or \$632,800, of the cost in Ohio Department of Transportation funds and is therefore requesting permission to apply for OPWC grant funds in the amount of \$222,380; and,

WHEREAS, Ordinance No. 29-2010, passed May 17, 2010, authorized the Mayor and Director of Finance to enter into a Joint Cooperation Agreement with Sylvania Township and the Board of Lucas County Commissioners for the Brint/King Roundabout Project; and,

WHEREAS, the Director of Public Service also reported that the estimated cost of the Monroe Street – Silica Road to Erie Street Reconstruction Project is \$860,940 and is requesting permission to apply for OPWC grant funds in the amount of \$376,620; and,

WHEREAS, the two projects will be combined into one OPWC application in order to maximize the City’s grant award; and,

WHEREAS, the total cost of the two projects is \$1,811,140, with the City receiving ODOT funds in the amount of \$632,800, anticipated OPWC funds in the amount of \$599,000 and Lucas County contribution of \$81,000, for a total cost to the City for both projects of \$498,340.

NOW, THEREFORE BE IT RESOLVED 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 to apply to the OPWC for funds as described above.

SECTION 2. The Mayor and Director of Finance are further authorized to enter into any agreements as may be necessary and appropriate for obtaining this financial assistance.

SECTION 3. If the Brint/King Roundabout Project and Monroe Street Reconstruction Project are approved for financial assistance, the City of Sylvania will commit the necessary funds to meet the local share as indicated in the corresponding project application and will enter into an agreement with the Ohio Public Works Commission for the grant.

SECTION 4. It is hereby found and determined that for all formal actions of this Council concerning and relating to the passage of this Resolution 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 5. That the Clerk of Council is hereby directed to 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 6. 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 the City should file its application for the grant immediately and indicate its willingness to enter into an Agreement and appropriate the funds for said project as necessary and therefore this Resolution should be made 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 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, _____, 2012, as an emergency measure.

ATTEST:

Clerk of Council

APPROVED:

Mayor

Date

President of Council

APPROVED AS TO FORM:

Director of Law

82

RESOLUTION NO. 14 - 2012

RE-APPOINTING RICHARD SANDS TO THE ZONING BOARD OF APPEALS FOR A TERM EXPIRING DECEMBER 31, 2015; AND DECLARING AN EMERGENCY.

WHEREAS, Sylvania Codified Ordinance Section 1105.01 mandates that Council should appoint, by resolution, vacancies on the Zoning Board of Appeals; and,

WHEREAS, Richard Sands's term on the Zoning Board of Appeals has expired and he is seeking re-appointment to the Board.

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

SECTION 1. That Richard Sands is hereby re-appointed to the Zoning Board of Appeals for a term commencing January 1, 2013 and expiring on December 31, 2015.

SECTION 2. That the Clerk of Council be, and she hereby is, directed to certify a copy of this Resolution to the Secretary of the Zoning Board of Appeals.

SECTION 3. It is hereby found and determined that all formal actions of this Council concerning and relating to the passage of this Resolution 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 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 5. 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 reason that the appointment to the Zoning Board of Appeals should be made immediately to provide for all of the seats of the Board to be filled. Provided this Resolution 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.

Passed, _____, 2012, as an emergency measure.

President of Council

ATTEST:

Clerk of Council

APPROVED:

Mayor

Date

APPROVED AS TO FORM:

Director of Law

82

RESOLUTION NO. 15 - 2012

RE-APPOINTING GARY SOMMER TO THE ZONING BOARD OF APPEALS FOR A TERM EXPIRING DECEMBER 31, 2015; AND DECLARING AN EMERGENCY.

WHEREAS, Sylvania Codified Ordinance Section 1105.01 mandates that Council should appoint, by resolution, vacancies on the Zoning Board of Appeals; and,

WHEREAS, Gary Sommer's term on the Zoning Board of Appeals has expired and he is seeking re-appointment to the Board.

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

SECTION 1. That Gary Sommer is hereby re-appointed to the Zoning Board of Appeals for a term commencing January 1, 2013 and expiring on December 31, 2015.

SECTION 2. That the Clerk of Council be, and she hereby is, directed to certify a copy of this Resolution to the Secretary of the Zoning Board of Appeals.

SECTION 3. It is hereby found and determined that all formal actions of this Council concerning and relating to the passage of this Resolution 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.

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Passed, _____, 2012, as an emergency measure.

President of Council

ATTEST:

Clerk of Council

APPROVED:

Mayor

Date

APPROVED AS TO FORM:

Director of Law



City Of Sylvania

OFFICE OF THE MAYOR
CRAIG A. STOUGH, MAYOR

November 1, 2012

TO THE MEMBERS OF SYLVANIA CITY COUNCIL:

RE: Re-Appointment to the Toledo-Lucas County Board of Health

Dear Council Members:

Barbara Conover, BSN, RN has expressed her interest in continuing to serve as the City's representative to the Toledo-Lucas County Board of Health.

Mrs. Conover has served as the City's representative to the Toledo-Lucas County Board of Health and has demonstrated her active interest and commitment to Sylvania through her service to the community.

Therefore, I am pleased to announce the re-appointment of Mrs. Conover to the Toledo-Lucas County Board of Health and request that you confirm this appointment.

Respectfully submitted,

Craig A. Stough
Mayor

CAS/lb



City Of Sylvania

SYLVANIA CITY COUNCIL
MARGARET LINTNER, MMC, CLERK

November 1, 2012

To: Mayor Craig Stough and City Council Members

From: Margaret Lintner, Clerk of Council

Subject: 2013 Meeting Schedule

The following holidays fall on a regular Monday night Council meeting in 2013:

- January 21 Martin Luther King, Jr.'s birthday
- February 18 Presidents' Day
- September 2 Labor Day

Council should consider on what alternate days these meetings will be held.

Also, pursuant to Article III, Section 9.0 MEETINGS of the Sylvania City Charter, Council may dispense with one of its regular meetings in the months of July and August. Council may wish to consider canceling one or two of its summer meetings now or later in the calendar year.



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City Of Sylvania

MUNICIPAL PLANNING COMMISSION

October 3, 2012

To: The Members of the Municipal Planning Commission

Re: **Meeting Dates for 2013**

Dear Members:

Following is the schedule for the Board of Architectural Review and Sylvania Municipal Planning Commission Meetings for 2013.

All of the Meetings will be held in the Council Chambers of the Municipal Building, 6635 Maplewood Avenue, Wednesdays, at 5:30 p.m.

January 16, 2013
February 13, 2013
March 13, 2013
April 10, 2013
May 15, 2013
June 12, 2013
July 10, 2013
August 14, 2013
September 11, 2013
October 16, 2013
November 13, 2013
December 11, 2013

Thank you,

Barbara Taylor, Secretary
Municipal Planning Commission

cc: Kevin G. Aller
Toby Schroyer
Mike Tansey

Robert Oberly
Steve Lafferty
Cathy Falardeau

Laura Bigelow