

Sylvania City Council
October 17, 2016

7:30 p.m. Council Meeting
Agenda

1. Roll call.
2. Pledge of Allegiance to the United States of America led by Mr. Haynam.
3. Additions to the agenda.
4. Approval of the Council meeting minutes of October 3, 2016.
5. Chief Rhodus to introduce our new police officer Bradley Marlin.
6. Proposed Resolution No. 13-2016, Accepting the Amounts and Rates as determined by the Lucas County Budget Commission and authorizing the necessary Tax Levies and certifying them to the County Auditor.
7. Brine Mixing System.
 - a. Service Director's report on purchase.
 - b. Proposed Ordinance No. 60-2016, Accepting proposal of Henderson for Brine Mixing System.
8. McCord Road Microsurfacing Project.
 - a. Service Director's report on project.
 - b. Proposed Ordinance No. 61-2016, Accepting proposal of Strawser Construction, Inc. to provide pavement rehabilitation work for McCord Rd.
 - c. Proposed Ordinance No. 62-2016, Accepting the proposal of Zimmerman Paint Contractors Co. to provide pavement markings relative to the McCord Rd. Microsurfacing project.
9. ODOT's Municipal Bridge Inspection program.
 - a. Service Director's report on participation.
 - b. Proposed Resolution No. 14-2016, Consenting to the City's participation in the ODOT's Municipal Bridge Inspection program.
10. OPWC Grant Application-Brookhill Ct.
 - a. Service Director's report on project.
 - b. Proposed Resolution No. 15-2016, Authorizing to submit an application to participate in the OPWC State Capital Improvement program.

11. Proposed Ordinance 63-2016, Ordering a moratorium preventing the issuance of any permits, licenses or approval for marijuana cultivation, processing and/or sale or similar business with the City of Sylvania for 180 days. (For referral to Committee.)
12. Committee reports.
 - a. Employee & Community Relations meeting from October 10th.
 1. Proposed Resolution No. 12-2016, Resolution supporting the .17 mill Levy request of Imagination Station.
 - b. Rescheduling of the Finance Committee meeting, previously scheduled for 10/20/16.
13. Committee referrals.

INFORMATION

- A. September 2016 Cash Report from the Division of Taxation.
- B. September 2016 Bank Reconciliation.

Minutes of the Meeting of Council
October 3, 2016

The Council of the City of Sylvania, Ohio met in regular session on October 3, 2016 at 7:30 p.m. with Mayor Craig A. Stough in the chair. Roll was called with the following members present: Katie Cappellini, Mark Frye, Mark Luetke, Doug Haynam, Sandy Husman, Jason Mishka, Mary Westphal: (7) present; (0) absent.

Roll call:
All, present.

Mr. Frye led the Pledge of Allegiance to the United States of America.

Pledge of
Allegiance.

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

Requests were made for the following additions to the agenda:

- 11a. Schedule Finance Committee meeting for 2017 Budget review.
- 12. Sylvania Community Services fund-raising event – Taste & Create.
- 13. Scatacular event.

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

Additions to the
Agenda.

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

Mrs. Westphal presented the September 19, 2016 meeting minutes. Mrs. Westphal 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 September 19, 2016 be approved; roll call vote being: Frye, Haynam, Husman, Luetke, Mishka, Westphal, Cappellini, (7) yeas; (0) nays. The motion carried.

Approval of the
September 19
meeting
minutes.

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

Mayor Stough recognized Sue Shaffer of the Toledo-Lucas County Public Library. Ms. Shaffer introduced Julie Bursten as the new Branch Manager of the King Road Library. Ms. Bursten provided an overview of the new library services and opportunities available to residents. Ms. Shaffer provided information on the upcoming levy.

Introduction of
King Road
Library
Manager, Julie
Bursten.

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

Mayor Stough recognized Lori Hauser, Chief Executive Officer of Imagination Station. Ms. Hauser presented information on the levy renewal on November's ballot.

Imagination
Station levy
endorsement
request.

Minutes of the Meeting of Council
October 3, 2016

Mr. Luetke moved, Mr. Haynam seconded to refer the levy endorsement request of Imagination Station to the Employee & Community Relations Committee for review. Roll call vote being: Haynam, Husman, Luetke, Mishka, Westphal, Cappellini, Frye, (7) yeas; (0) nays. The motion carried.

Mr. Luetke set an Employee & Community Relations Committee meeting for October 10, 2016 at 4:30p.m.

Employee &
Com Relations
Met, 10/10/16,
4:30p.m.

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

Service Director's report on the Sylvania Avenue Sidewalk Project was placed on file. Mr. Frye presented and read aloud by title only, proposed Ordinance No. 59-2016, a written copy of same having been previously furnished to each member of Council, "Authorizing the Mayor and Director of Finance to enter into a Joint Cooperation Agreement on behalf of the City of Sylvania with the Board of Lucas County Commissioners, The Board of Toledo-Lucas County Public Library Trustees, The Board of the Sylvania City School District, and the Board of Sylvania Township Trustees, relative to the Sylvania Avenue Sidewalk Project; appropriating \$11,834 for said project; repealing Ordinance 32-2016; and declaring an emergency;" Mr. Frye moved, Mr. Luetke seconded, that Council dispense with the Second and Third Readings of said Ordinance; roll call vote being: Husman, Luetke, Mishka, Westphal, Cappellini, Frye, Haynam, (7) yeas; (0) nays. The motion carried.

Ordinance No.
59-2016,
"Authorizing
agreement...
Sylvania Ave
Sidewalk
project..."

Mr. Frye moved, Mrs. Westphal seconded, that Ordinance No. 59-2016 be enacted as an emergency measure as declared therein; roll call vote being: Luetke, Mishka, Westphal, Cappellini, Frye, Haynam, Husman, (7) yeas; (0) nays. The motion carried.

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

Service Director's report on the Main Street Reconstruction project was placed on file. Mr. Aller presented the funding and timeline overview of this project.

Main St.
Reconstruction
Project info.

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

Service Director's report on the Winding Creek Place Right-of-Way was placed on file. Mr. Aller presented information on dedication and plating as a public right-of-way. Mrs. Westphal moved, Mr. Mishka seconded to accept the right-of-way for Winding Creek Place; roll call vote being: Mishka, Westphal, Cappellini, Frye, Husman, Luetke, (6) yeas; Haynam (1) nay.

Winding Creek
Place dedication
as public right-
of-way.

Minutes of the Meeting of Council
October 3, 2016

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

Mrs. Westphal reported on the finance committee held at 6:45 on this date to discuss the refinancing of the City's outstanding bonds. The committee moved to advance legislation for approval of the refinancing. She also stated the Finance Committee will schedule a Committee meeting for review of the 2017 budget.

Mrs. Westphal presented and read aloud by title only, proposed Ordinance No. 58 -2016, a written copy of same having been previously furnished to each member of Council, "Accepting the proposal of Sudsina & Associates, LLC to act as the municipal advisor for the City of Sylvania relating to the Series 2016 Refunding Bond Issue and the 2017 Refunding Bond Issue at a cost not to exceed \$62,500; appropriating fund therefore; and declaring an emergency."; Mrs. Westphal moved, Mr. Luetke seconded, that Council dispense with the Second and Third Readings of said Ordinance; roll call vote being: Luetke, Mishka, Westphal, Cappellini, Frye, Haynam, Husman, (7) yeas; (0) nays. The motion carried.

Ordinance No.
58-2016, ".....
Sudsina &
Assoc...
Municipal
Advisor for
Bond Issues..."

Mrs. Westphal moved, Mr. Luetke seconded, that Ordinance No. 58-2016 be enacted as an emergency measure as declared therein; roll call vote being: Mishka, Westphal, Cappellini, Frye, Haynam, Husman, Luetke, (7) yeas; (0) nays. The motion carried.

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

Mrs. Westphal set a Finance Committee meeting for Thursday, October 20, 2016 at 4:00 p.m. to discuss the 2017 Budget.

Finance Com.
Mtg, 10/20/16,
at 4:00 p.m.

Mayor Stough stated that Council will now consider agenda item 12.

Mr. Luetke provided information the Sylvania Community Services Taste & Create fund-raising event will be held on October 27, 2016 at 7:00 p.m.

SCS Taste &
Create event,
10/27/16.

Mayor Stough stated that Council will now consider agenda item 13.

Mrs. Husman provided information on the Sylvania Community Action Team's SCATACULAR fund-raising event to be held on Wednesday, November 2, 2016 at 7:30 a.m. at the Sylvania Senior Center.

SCATACULAR
event, 11/2/16.

Minutes of the Meeting of Council
October 3, 2016

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 8:29 p.m.

Adjournment.

Clerk of Council

Mayor

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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

SYLVANIA CITY COUNCIL

REVISED CODE, SECS. 5705.34-5705.35

The Council of the **City of Sylvania**, Lucas County, Ohio, met in _____ session on the _____ day of _____ 20____, at the office of _____

with the following members present:

Mr. _____ moved the adoption of the following Resolution:

WHEREAS, The Budget Commission of Lucas County, Ohio, has certified its action thereon to this Council together with an estimate by the County Auditor of the rate of each tax necessary to be levied by this Council, and what part thereof is without, and what part within, the ten mill limitation; therefore, be it

RESOLVED, By the Council of the **City of Sylvania**, Lucas County, Ohio, that the amounts and rates, as determined by the Budget Commission in its certification, be and the same are hereby accepted; and be it further

RESOLVED, That there be and is hereby levied on the tax duplicate of said City the rate of each tax necessary to be levied within and without the ten mill limitation as follows:

**SCHEDULE A
SUMMARY OF AMOUNTS REQUIRED FROM GENERAL PROPERTY TAX APPROVED BY
BUDGET COMMISSION AND COUNTY AUDITOR'S ESTIMATED TAX RATES**

FUND	Amount to Be Derived from Levies Outside 10 Mill Limitation	Amount Approved by Budget Commission Inside 10 Mill Limitation	County Auditor's Estimate of Tax Rate to be Levied	
			Inside 10 M. Limit	Outside 10 M. Limit
	Column II	Column IV	V	VI
General Fund (CHARTER)	195,000	793,000	2.00	0.50
General Bond Retirement Fund	595,000			1.50
Police Pension	315,000	115,000	0.30	0.80
Park Fund				
Recreation Fund				
TOTAL	1,105,000	908,000	2.30	2.80

**SCHEDULE B
LEVIES OUTSIDE 10 MILL LIMITATION, EXCLUSIVE OF DEBT LEVIES**

FUND	Maximum Rate Authorized to Be levied	County Auditor's Estimate of Yield of Levy (Carry to Schedule A, Column II)
GENERAL FUND:		
Current Expense Levy authorized by voters on		
for not to exceed _____ years. _____, 20		
Current Expense Levy authorized by voters on		
for not to exceed _____ years. _____, 20		
Total General Fund Outside 10 mill Limitation.	0.50	195,000
Park Fund: Levy authorized by voters on		
for not to exceed _____ years.		
Total Police Pension Fund Outside Mills	0.80	315,000
Total Bond Retirement Fund Outside Mills	1.50	595,000
Total	2.80	1,105,000

and be it further

RESOLVED, That the Clerk of this Council be, and is hereby directed to certify a copy of this Resolution to the County Auditor of said County; and be it further

RESOLVED, That the Clerk of this 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.

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. 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 this Charter.

Vote dispensing with the Second and Third Readings: Yeas _____ Nays _____

_____ seconded the Resolution and the roll being called upon its adoption

the vote resulted as follows:

_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

Adopted the _____ day of _____, 2016 as an emergency measure.

President of Council

ATTEST:

APPROVED AS TO FORM:

Clerk of Council

Director of Law

APPROVED:

Mayor

Date

7a



City Of Sylvania

DEPARTMENT OF PUBLIC SERVICE

KEVIN G. ALLER, PE DIRECTOR

October 11, 2016

To: Honorable Mayor and Members of Sylvania City Council

Re: **Brine Mixing System**

Dear Mayor and Council Members:

The purchase of a brine mixing system was originally in our requested 2016 Capital Improvement Plan at a cost of \$55,000. However, due to budgetary concerns it was removed from the plan.

This past winter was a very mild one as you know. As such, we did not need to purchase as much salt as was originally thought and the price of the salt purchased was substantially less than anticipated as well.

Therefore, we are requesting permission to move forward with the purchase of the Brine Mixing System at a cost of \$51,451 plus delivery fees and installation costs for an estimated total of \$55,000. We are able to purchase the equipment through the ODOT Cooperative Purchase program. We will be using a portion of the savings in salt costs this for this purchase.

We are always available to answer any questions you might have.

Sincerely,

Kevin G. Aller, P.E.

Director of Public Service

KGA/dsw

7b

ORDINANCE NO. 60 -2016

ACCEPTING THE PROPOSAL OF HENDERSON PRODUCTS FOR A BRINE MIXING SYSTEM; APPROPRIATING FUNDS THEREFORE IN AN AMOUNT NOT TO EXCEED \$55,000; AND DECLARING AN EMERGENCY.

WHEREAS, the City is in need of a new brine mixing system so that the City can mix its road salt with water to assist in the City's de-icing operations and procedures; and,

WHEREAS, Ohio Revised Code Section 5513.01(B) allows political subdivisions to participate in the Ohio Department of Transportation's Cooperative Purchasing Program; and,

WHEREAS, the Director of Public Service, in a report dated October 11, 2016, has recommended that the proposal of Henderson Products to provide and install a brine mixing system at a cost not to exceed Fifty-Five Thousand Dollars (\$55,000.00), be accepted.

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 Henderson Products in an amount not to exceed Fifty-Five Thousand Dollars (\$55,000.00) to provide, deliver and install a brine mixing system, is hereby accepted.

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

SECTION 3. That to provide funds for said brine mixing system hereby authorized, there is hereby appropriated from the **CITY PERMISSIVE TAX FUND** from funds therein not heretofore appropriated to **Account No. 223-7611-52263, Snow & Ice Removal Materials** an amount not to exceed Fifty-Five Thousand Dollars (\$55,000.00).

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 City should provide for the brine mixing system at the earliest possible time. 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, _____, 2016, 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

KEVIN G. ALLER, PE DIRECTOR

October 17, 2016

To: The Mayor and Members of Sylvania City Council

Re: **McCord Road Microsurfacing Project**

Dear Mr. Mayor and Council Members:

McCord Road between Brint Road and Sylvania Avenue was originally programmed for Microsurfacing as a part of the 2016 Microsurfacing Project. However, the project was pulled from consideration in anticipation of construction work associated with the Woodland Hills residential development project. The City did not want construction equipment, new curb cuts and utility tie-ins associated with that project to damage the newly placed pavement on McCord Road.

The zoning amendment request for Woodland Hills was approved by Council on July 18, 2016 by Ordinance 37-2016. Construction is anticipated to start later this year and is scheduled for completion in the spring of 2017. The Microsurfacing of McCord Road would take place during the summer of 2017 to eliminate impacts to McCord Junior High School traffic.

The City has received proposals from Strawser Construction to perform the Microsurfacing work and from Zimmerman Paint Contractors to perform pavement marking removals and placement of temporary and permanent pavement markings. The contract with Strawser Construction would use state-bid pricing through the Ohio Department of Transportation's Cooperative Purchasing Program. Strawser's submitted proposal was in the amount of \$78,684. The proposal from Zimmerman Paint Contractors was in the amount of \$27,145 bringing the total cost of the project to \$105,829.

We request approval to enter into agreements with Strawser Construction, Inc. in the amount of \$78,684 and with Zimmerman Paint Contractors, Co. in the amount of \$27,145 to perform this pavement rehabilitation work.

Sincerely,

Kevin G. Aller, P.E.
Director of Public Service

8b

ORDINANCE NO. 61 -2016

ACCEPTING THE PROPOSAL OF STRAWSER CONSTRUCTION, INC. TO PROVIDE PAVEMENT REHABILITATION WORK FOR THE McCORD ROAD MICROSURFACING PROJECT; APPROPRIATING FUNDS THEREFORE IN THE AMOUNT OF \$78,684; AND DECLARING AN EMERGENCY.

WHEREAS, the City plans to provide pavement rehabilitation by Microsurfacing on McCord Road; and,

WHEREAS, Ohio Revised Code Section 5513.01(B) allows political subdivisions to participate in the Ohio Department of Transportation’s Cooperative Purchasing Program; and,

WHEREAS, the Director of Public Service, in a report dated October 17, 2016, has recommended that the proposal of Strawser Construction, Inc. to provide pavement rehabilitation by Microsurfacing for the McCord Road Microsurfacing Project at a cost of Seventy-Eight Thousand Six Hundred Eighty-Four Dollars (\$78,684.00), be accepted.

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 Strawser Construction, Inc. in the amount Seventy-Eight Thousand Six Hundred Eighty-Four Dollars (\$78,684.00) for providing pavement rehabilitation by Microsurfacing for the McCord Road Microsurfacing Project, is hereby accepted.

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

SECTION 3. That to provide funds for said microsurfacing hereby authorized, there is hereby appropriated from the **CAPITAL IMPROVEMENT FUND** from funds therein not heretofore appropriated to **Account No. 401-7610-53503 – Street Improvements** the amount of Seventy-Eight Thousand Six Hundred Eighty-Four Dollars (\$78,684.00).

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 City should provide for the pavement rehabilitation services for

the McCord Road Microsurfacing Project at the earliest possible time. 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, _____, 2016, as an emergency measure.

President of Council

ATTEST:

APPROVED AS TO FORM:

Clerk of Council

Director of Law

APPROVED:

Mayor

Date

8c

ORDINANCE NO. 62 -2016

ACCEPTING THE PROPOSAL OF ZIMMERMAN PAINT CONTRACTORS CO. TO PROVIDE PAVEMENT MARKINGS RELATIVE TO THE McCORD ROAD MICROSURFACING PROJECT; APPROPRIATING FUNDS THEREFORE IN THE AMOUNT OF \$27,145; AND DECLARING AN EMERGENCY.

WHEREAS, the City plans to provide pavement rehabilitation by Microsurfacing on McCord Road; and,

WHEREAS, in conjunction with the pavement rehabilitation, it will be necessary to perform pavement marking removals and placement of temporary and permanent pavement markings; and,

WHEREAS, Ohio Revised Code Section 5513.01(B) allows political subdivisions to participate in the Ohio Department of Transportation's Cooperative Purchasing Program; and,

WHEREAS, the Director of Public Service, in a report dated October 17, 2016, has recommended that the proposal of Zimmerman Paint Contractors Co. to perform pavement marking removals and placement of temporary and permanent pavement markings relative to the McCord Road Microsurfacing Project at a cost of Twenty-Seven Thousand One Hundred Forty-Five Dollars (\$27,145.00), be accepted.

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 Zimmerman Paint Contractors Co. in the amount Twenty-Seven Thousand One Hundred Forty-Five Dollars (\$27,145.00) to perform pavement marking removals and placement of temporary and permanent pavement markings relative to the McCord Road Microsurfacing Project, is hereby accepted.

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

SECTION 3. That to provide funds for said pavement markings hereby authorized, there is hereby appropriated from the **CAPITAL IMPROVEMENT FUND** from funds therein not heretofore appropriated to **Account No. 401-7610-53503 – Street Improvements** the amount of Twenty-Seven Thousand One Hundred Forty-Five Dollars (\$27,145.00).

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 City should provide for the pavement markings for the McCord Road Microsurfacing Project at the earliest possible time. 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, _____, 2016, 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

KEVIN G. ALLER, PE DIRECTOR

October 13, 2016

To: Honorable Mayor and Members of Sylvania City Council

Re: **Municipal Bridge Inspection**

Dear Mr. Mayor and Council Members:

The Ohio Department of Transportation (ODOT) is continuing to offer assistance regarding required annual bridge inspection. The program is designed to better offer consistent, effective inspections and is fully funded by ODOT.

We believe this to be a worthwhile program to participate in and request approval of the attached consent legislation for years 2017 through 2019. We have participated in the program since first offered in 2014.

Please call if you have any questions.

Sincerely,

Kevin G. Aller, P.E.
Director of Public Service
KGA/dsw

9b

RESOLUTION NO. 14 -2016

**A RESOLUTION OF THE COUNCIL OF THE CITY OF SYLVANIA
CONSENTING TO THE CITY'S PARTICIPATION IN THE OHIO
DEPARTMENT OF TRANSPORTATION'S MUNICIPAL BRIDGE
INSPECTION PROGRAM; AUTHORIZING THE MAYOR AND
DIRECTOR OF FINANCE TO EXECUTE CONTRACTS AS REQUIRED;
AND DECLARING AN EMERGENCY.**

WHEREAS, Resolution No. 6-2014, passed April 7, 2014, consented to the City's participation in the Ohio Department of Transportation's Municipal Bridge Inspection Program; and,

WHEREAS, the Ohio Department of Transportation ("ODOT") is continuing its bridge inspection program to help municipalities across the state achieve full compliance with the Federal Highway Administration's bridge metrics; and,

WHEREAS, the program will provide Bridge Inspection Program Services for the years 2017 through 2019, including, but not limited to, bridge load rating calculations, scour assessments, bridge inspections, and fracture critical plan development.

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 enter into contracts with the Director of Transportation as necessary to complete the above described project.

SECTION 2. Being in the public interest, the City of Sylvania hereby gives consent to the Director of Transportation to complete the above described project.

SECTION 3. The City of Sylvania shall cooperate with the Director of Transportation in the above-described project as follows: The State shall assume and bear 100% of all of the cost for Bridge Inspection Program Services requested by the City and agreed to by the State. Eligible Bridge Inspection Services are described in the Consultant's Scope of Services Task Order Contract now on file with the Clerk of Council. The City of Sylvania agrees to pay 100% of the cost of those features not included in scope of services.

SECTION 4. The City of Sylvania agrees that all right-of-way required for the described project will be made available in accordance with current State and Federal regulations.

SECTION 5. 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 6. 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 7. 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 indicate its desire to participate in the Bridge Management System project to promote highway safety 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, _____, 2016, as an emergency measure.

ATTEST:

Clerk of Council

APPROVED:

Mayor

Date

President of Council

APPROVED AS TO FORM:

Director of Law

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City Of Sylvania

DEPARTMENT OF PUBLIC SERVICE

KEVIN G. ALLER, PE DIRECTOR

October 13, 2016

To: Honorable Mayor and Members of City Council

Re: **OPWC Grant Application**
Brookhill Court

Dear Mayor and Council Members:

Brookhill Court was originally constructed of concrete and has seen much frost heave and subsequent repairs. It has one of the worst Pavement Condition Ratings in the City and it is in need of a full reconstruction.

We recommend applying for OPWC grant/funds towards this project. A summary of the project is as follows:

Brookhill Court Reconstruction	\$194,091
Less OPWC Grant/Application	<u>(\$95,501)</u>
City Cost	\$ 98,590

We recommend proceeding with this project and pursuing OPWC grant funds in the amount of \$95,501.

Please call if you have any questions.

Sincerely,

Kevin G Aller, P. E.
Director of Public Service
KGA/dsw

RESOLUTION NO. 15 -2016

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

WHEREAS, the State Capital Improvement Program provides financial assistance to political subdivisions for capital improvements to public infrastructure; and,

WHEREAS, the City of Sylvania is planning to make capital improvements to Brookhill Court; and,

WHEREAS, the Director of Public Service, in a report dated October 13, 2016, indicated that Brookhill Court is a concrete street that has seen much frost heave, subsequent repairs and has one of the worst Pavement Condition Ratings in the City and is in need of a full reconstruction; and,

WHEREAS, the infrastructure improvement hereinabove described is considered to be a priority need for the community and is a qualified project under the OPWC program; and,

WHEREAS, the total cost of the project is \$194,091, with the City receiving anticipated OPWC funds in the amount of \$95,501 for a total cost to the City for both projects of \$98,590.

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 Brookhill Court Reconstruction 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, _____, 2016, as an emergency measure.

ATTEST:

Clerk of Council

APPROVED:

Mayor

Date

President of Council

APPROVED AS TO FORM:

Director of Law

ORDINANCE NO. 63 -2016

AN ORDINANCE ORDERING A MORATORIUM PREVENTING THE ISSUANCE OF ANY PERMITS, LICENSES OR APPROVAL FOR MARIJUANA CULTIVATION, PROCESSING AND/OR SALE OR SIMILAR BUSINESSES WITHIN THE CITY OF SYLVANIA FOR A PERIOD OF ONE HUNDRED EIGHTY DAYS; AND DECLARING AN EMERGENCY.

WHEREAS, in order to protect the residents and guests of the City of Sylvania, and ensure the general welfare of the community, Council wishes to establish regulations and licenses for marijuana cultivation, processing and/or sale within the City of Sylvania; and,

WHEREAS, the Ohio Revised Code allows for the establishment of such regulations and licenses and for oversight of such establishments by municipalities; and,

WHEREAS, the Council and the City of Sylvania, by and through its Committees, is in a position to review such establishments and provide a recommendation to Council as to the proper licensing regulations and zoning of such establishments; and,

WHEREAS, the Committees, in order to establish such regulations, are in need of a period of time not to exceed one hundred eighty (180) days to review and present such regulations; and,

WHEREAS, it is in the best interests of the City, its residents, and guests to prohibit such establishments until these regulations have been finalized and Council can enact such regulations and licensing for the establishments.

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

SECTION 1. That the Council of the City of Sylvania hereby issues a moratorium preventing the issuance of any permits, licenses or approval for marijuana cultivation, processing and/or sale within the City of Sylvania, and hereby prohibits marijuana cultivation, processing and/or sale within the City of Sylvania for a period of one hundred eighty days from the date of passage of this ordinance.

SECTION 2. 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 3. 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 4. 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 City should provide for a moratorium on the permits, licenses or approval of marijuana cultivation at the earliest possible time. 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, _____, 2016, as an emergency measure.

President of Council

ATTEST:

APPROVED AS TO FORM:

Clerk of Council

Director of Law

APPROVED:

Mayor

Date

12a1.

RESOLUTION NO. 12 - 2016

**A RESOLUTION OF THE COUNCIL OF THE CITY OF SYLVANIA
SUPPORTING THE .17 MILL LEVY REQUEST OF IMAGINATION
STATION; AND DECLARING AN EMERGENCY.**

WHEREAS, Imagination Station has a strong impact on our community through continued growth and the development of new educational programs; and,

WHEREAS, Imagination Station has developed into an award-winning science center while still maintaining financial responsibility and accountability; and,

WHEREAS, the proposed 0.17 mill levy will enable Imagination Station to continue to provide the inspiring hands-on science opportunities and educational resources to the community; and,

WHEREAS, the total cost of the levy is equivalent to \$5.13 per year, for a home with the value of approximately \$100,000; and,

WHEREAS, at the October 3, 2016 meeting of Sylvania City Council, this issue was referred to the Employee and Community Relations Committee for its review and recommendation; and,

WHEREAS, the Employee and Community Relations Committee met on October 10, 2016 to consider the levy endorsement request of Imagination Station and thereafter recommended that the Imagination Station levy be endorsed.

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 finds that the need for the 0.17 mill property tax levy is imperative in order to continue to provide informal science education and fun in order to spark a passion for the sciences by combining interactive exhibits and educational programming.

SECTION 2. That this Council hereby supports Imagination Station.

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 City of Sylvania's support of the Imagination Station levy should be provided prior to the vote on this issue on November 8, 2016. 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, _____, 2016, as an emergency measure.

President of Council

ATTEST:

APPROVED AS TO FORM:

Clerk of Council

Director of Law

APPROVED:

Mayor

Date

A



City of Sylvania

DIVISION OF TAXATION

CHRISTY M. GOLIS, COMMISSIONER OF TAXATION

October 3, 2016

Mayor Craig A. Stough and Members of Council
City of Sylvania
Sylvania, Ohio

Dear Mayor Stough and Council Members:

The monthly cash report from the Division of Taxation is as follows:

	Deposits	Refunds	Balance
September 30, 2016	853,751.41	4,179.77	849,571.64
September 30, 2015	733,021.31	22,243.58	710,777.73
Monthly Difference	120,730.10	-18,063.81	138,793.91
Year to Date 2016	8,446,552.49	144,449.64	8,302,102.85
Year to Date 2015	7,547,114.83	211,036.63	7,336,078.20
Yearly Difference	899,437.66	-66,586.99	966,024.65
			13.17%

Respectfully submitted,

Christy M. Golis
Tax Commissioner

c: Mr. Toby Schroyer, Finance Director

City of Sylvania

Bank Reconciliation

September 2016

B

Ending balance for August 2016	21,342,841.91
Add: Monthly Receipts	<u>3,288,680.06</u>
Subtotal	\$ 24,631,521.97
Less: Monthly Disbursements	<u>1,998,115.62</u>
Ending balance for Sept 2016	\$ 22,633,406.35
Less:	
CD Metamora Bank	\$ (2,000,000.00)
Star Ohio	(77,336.27)
Petty Cash (1)	(2,050.00)
Cemetery Savings	(1,062.86)
Toledo Community Fund	(31,803.18)
PNC MoneyMarket	(1,028,758.86)
Key Bank Securities	(1,008,134.71)
5/3rd Securities	(5,940,196.81)
SJS Account	(3,481,813.61)
Morgan Stanley Investment	(2,048,752.17)
Sylvania Township Bonds	(505,000.00)
	\$ 6,508,497.88
Less:	
PNC Interest Correction	(0.04)
Expense Adjustment	0.01
	<u>\$ 6,508,497.85</u>
(1)	
Division of Public Service	\$ 150.00
Department of Finance	100.00
Division of Water	600.00
Division of Police	200.00
Municipal Court	700.00
Division of Taxation	150.00
Division of Forestry	150.00
	<u>Petty Cash Balance \$ 2,050.00</u>

BANK BALANCE	
EOM 5/3rd Bank Balance	\$ 6,515,849.07
Deposit in Transit	2,163.53
	<u>Subtotal \$ 6,518,012.60</u>
Less: Outstanding Checks (2)	<u>9,514.75</u>
Adjusted Bank Balance	\$ 6,508,497.85
(2)	
August Outstanding Checks	\$ 84,176.94
Checks written this month	738,789.14
	<u>Subtotal \$ 822,966.08</u>
Checks Cleared this month	<u>813,451.33</u>
Sept Outstanding Checks	\$ 9,514.75



Toby Schroyer
Director of Finance, City of Sylvania