

Sylvania City Council
January 3, 2018

7:00 p.m. Organizational Meeting of Council

7:30 p.m. Council Meeting
Agenda

1. Roll call. Mrs. Cappellini, Mr. Frye, Mr. Haynam, Mrs. Husman, Mr. Luetke, Mr. Richardson, Mrs. Westphal, present.
2. Pledge of Allegiance to the United States of America led by Mrs. Cappellini.
3. Additions to the agenda.
4. Approval of the Council meeting minutes of December 18, 2017.
5. Service Director's report on the Main Street Reconstruction Project; and authorize the clerk to advertise for bids.
6. Confirmation of Mayor Stough's re-appointment of Daniel Arnold to the Municipal Planning Commission commencing January 1, 2018 and expiring on December 31, 2021.
7. Committee reports.
8. Committee referrals.

INFORMATION

- A. Board of Architectural Review minutes from December 13, 2017.
- B. Municipal Planning Commission minutes from December 13, 2017.

Minutes of the Meeting of Council
December 18, 2017

The Council of the City of Sylvania, Ohio met in regular session on December 18, 2017 at 7:30 p.m. with Mayor Stough in the chair. Roll was called with the following members present: Katie Cappellini, Mark Frye, Sandy Husman, Mark Luetke, Jason Mishka, Mary Westphal; (6) present; Doug Haynam, (1) absent.

Roll call:
Haynam, absent,
excused.

Pledge of Allegiance to the United State of America led by Mrs. Westphal.

Pledge of
Allegiance.

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

The following items were added to the agenda:

- 5a. Appointment to Downtown Sylvania Association.
- 5b. Move agenda item 12a here. (Employee & Community Relations Committee Meeting report)
- 5c. Appointment to Sylvania Area Joint Recreation District.
- 5d. Appointments to Board of Zoning Appeals.
- 14. Thank you to Jason Mishka for his service to the City of Sylvania.

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

Agenda
approval.

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

Mrs. Westphal presented the December 4, 2017 meeting minutes. Mrs. Westphal moved, Mr. Luetke 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 December 4, 2017 be approved; roll call vote being: Frye, Husman, Luetke, Mishka, Westphal, Cappellini, (6) yeas; (0) nays. The motion carried.

Approval of the
December 4
meeting
minutes.

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

Dani Fuller and Rae Bez, designers presented the 2018 City Calendar. Mayor Stough recognized the sponsors of the Calendar as being Republic Services, Metamora State Bank, Promedica and Dave White Chevrolet.

Presentation of
the 2018
Calendar.

Mrs. Westphal moved, Mr. Luetke seconded to appoint Mark Frye as Council's representative to the Downtown Sylvania Association for a two year term. Roll call vote being: Husman, Luetke, Mishka, Westphal, Cappellini, Frye, (6) yeas; (0) nays. The motion carried.

DSA
Appointment:
Mark Frye.

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Mr. Luetke reported on the Employee & Community Relations Committee meeting held on December 13, 2017. He stated applicants were interviewed for one SAJRD appointment and two Board of Zoning Appeals appointments. The committee recommended to Council the appointment of Greg Feller to serve on the Board of Trustees of the Sylvania Area Joint Recreation District; and Marcus Hansen and Carol Lindhuber to serve on the Board of Zoning Appeals. All appointments are three years.

Emp & Com
Relations Com
Mtg Report
from 12/13/17.

Mr. Luetke presented and read aloud by title only, proposed Resolution No. 13-2017, a written copy of same having been previously furnished to each member of Council, "Appointing Greg Feller to the Board of Trustees of Sylvania Area Joint Recreation District ("SAJRD") for the three year term to expire on December 31, 2020; and declaring an emergency."; Mr. Luetke moved, Mr. Mishka seconded, that Council dispense with the Second and Third Reading of said Resolution; roll call vote being: Husman, Luetke, Mishka, Westphal, Cappellini, Frye, (6) yeas; (0) nays. The motion carried.

Resolution No.
13-2017;
Appointment of
Greg Feller to
SAJRD, 1/1/18-
12/31/20

Mr. Luetke moved, Mr. Frye seconded, that Resolution No. 13-2017 be enacted as an emergency measure as declared therein; roll call vote being: Luetke, Mishka, Westphal, Cappellini, Frye, Husman, (6) yeas; (0) nays. The motion carried.

Mr. Luetke presented and read aloud by title only, proposed Resolution No. 15-2017, a written copy of same having been previously furnished to each member of Council, "Appointing Marcus Hansen to the Board of Zoning Appeals; and declaring an emergency."; Mr. Luetke moved, Mrs. Westphal seconded, that Council dispense with the Second and Third Reading of said Resolution; roll call vote being: Mishka, Westphal, Cappellini, Frye, Husman, Luetke, (6) yeas; (0) nays. The motion carried.

Resolution No.
15-2017;
appointment
Marcus Hansen;
BZA 1/1/18-
12/31/20

Mr. Luetke moved, Mr. Frye seconded, that Resolution No. 13-2017 be enacted as an emergency measure as declared therein; roll call vote being: Westphal, Cappellini, Frye, Husman, Luetke, Mishka, (6) yeas; (0) nays. The motion carried.

Mr. Luetke presented and read aloud by title only, proposed Resolution No. 14-2017, a written copy of same having been previously furnished to each member of Council, "Re-appointing Carol Lindhuber to the Board of Zoning Appeals; and declaring an emergency."; Mr. Luetke moved, Mrs. Husman seconded, that Council dispense with the Second and Third Reading of said Resolution; roll call vote being: Cappellini, Frye, Husman, Luetke, Mishka, Westphal, (6) yeas; (0) nays. The motion carried.

Resolution No.
16-2017;
appointment
Carol
Lindhuber; BZA
1/1/18 –
12/31/20

Mr. Luetke moved, Mrs. Westphal seconded, that Resolution No. 14-2017 be enacted as an emergency measure as declared therein; roll call vote being: Frye, Husman, Luetke,

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Mishka, Westphal, Cappellini, (6) yeas; (0) nays. The motion carried.

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

Mrs. Westphal presented and read aloud by title only, proposed Ordinance No. 87-2017, a written copy of same having been previously furnished to each member of Council, "To make certain adjustments to account allocations within the Fund Appropriations for the fiscal year ending December 31, 2017; and declaring an emergency."; Mrs. Westphal moved, Mrs. Husman seconded, that Council dispense with the Second and Third Reading of said Ordinance; roll call vote being: Husman, Luetke, Mishka, Westphal, Cappellini, Frye, (6) yeas; (0) nays. The motion carried.

Ordinance No. 87-2017, "Adjustments to appropriations year ending 2017..."

Mrs. Westphal moved, Mr. Mishka seconded, that Ordinance No. 87-2017 be enacted as an emergency measure as declared therein; roll call vote being: Husman, Luetke, Mishka, Westphal, Cappellini, Frye, (6) yeas; (0) nays. The motion carried.

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

Service Director's report on the River Crossing Improvements and Hedingham Road and Tantallon Circle Resurfacing project was placed on file. Mr. Frye presented and read aloud by title only, proposed Ordinance No. 88-2017, a written copy of same having been previously furnished to each member of Council, "Accepting the bid of Gerken Paving, Inc. and awarding the contract for the River Crossing Improvements & Hedingham Road and Tantallon Circle Resurfacing Project to same; authorizing the expenditure for the improvements in the amount of \$151,748.25; appropriating funds therefore; and declaring an emergency." Mr. Frye moved, Mrs. Westphal seconded, that Council dispense with the Second and Third Readings of said Ordinance: roll call vote being: Luetke, Mishka, Westphal, Cappellini, Frye, Husman, (6) yeas; (0) nays. The motion carried.

Ordinance No. 88-2017, "Accepting the bid...Gerken Paving...River Crossing; Hedingham; Tantallon Circle improvements project..."

Mr. Frye moved, Mrs. Husman seconded, that Ordinance No. 88-2017 be enacted as an emergency measure as declared therein; roll call vote being: Mishka, Westphal, Cappellini, Frye, Husman, Luetke, (6) yeas; (0) nays. The motion carried.

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

Mr. Frye moved, Mrs. Westphal seconded to authorize the Clerk to advertise for bids for a salt conveyor; roll call vote being: Westphal, Cappellini, Frye, Husman, Luetke, Mishka, (6) yeas; (0) nays. The motion carried.

Authorize to bid...Salt Conveyor.

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

Service Director's report on the Water Distribution Model-Engineering Services was placed on file. Mr. Mishka presented and read aloud by title only, proposed Ordinance No. 89-2017, a written copy of same having been previously furnished to each member of Council, "Accepting the proposal of Jones & Henry Engineers to provide engineering services for the City of Sylvania's Water Distribution Model; appropriating funds therefore in an amount not to exceed \$20,000; and declaring an emergency." Mr. Mishka moved, Mrs. Westphal seconded, that Council dispense with the Second and Third Readings of said Ordinance , roll call vote being Cappellini, Frye, Husman, Luetke, Mishka, Westphal, (6) yeas; (0) nays. The motion carried.

Ordinance No. 89-2017, "Accepting proposal of Jones & Henry Engineers... Water Dist. Model...."

Mr. Mishka moved, Mrs. Husman seconded, that Ordinance No. 89-2017 be enacted as an emergency measure as declared therein; roll call vote being: Frye, Husman, Luetke, Mishka, Westphal, Cappellini, (6) yeas; (0) nays. The motion carried.

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

Mr. Mishka presented and read aloud by title only, proposed Ordinance No. 90-2017, a written copy of same having been previously furnished to each member of Council, "Amending the Codified Ordinances of Sylvania, 1979, as amended, by increasing water service charges per one thousand gallons (1,000) from Nine and 71/100 Dollars (\$9.71) to Eleven and 65/100 Dollars (\$11.65) for City users and from Twelve and 14/100 Dollars (\$12.14) to Fourteen and 57/100 Dollars (\$14.57) for non-city users commencing January 25, 2018; and declaring an emergency." Mr. Mishka moved, Mrs. Westphal seconded, that Council dispense with the Second and Third Readings of said Ordinance , roll call vote being: Husman, Luetke, Mishka, Westphal, Cappellini, Frye, (6) yeas; (0) nays. The motion carried.

Ordinance No. 90-2017, "...Increasing water service charges per one thousand gallons...."

Mr. Mishka moved, Mrs. Husman seconded, that Ordinance No. 90-2017 be enacted as an emergency measure as declared therein; roll call vote being: Husman, Luetke, Mishka, Westphal, Cappellini, Frye, (6) yeas; (0) nays. The motion carried.

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

Mrs. Westphal moved, Mr. Luetke seconded to not request a hearing for the Liquor Permit ownership change for D1, D2, D3, D3A and D6 permit from S & S Restaurants, LLC d/b/a The Sodbuster, 5758 N. Main Street, Unites 5 & 6, Sylvania, Ohio. Roll call vote being: Luetke, Mishka, Westphal, Cappellini, Frye, Husman, (6) yeas; (0) nays. The motion carried.

No hearing for liquor permit for The Sodbuster.

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Mayor Stough stated that Council considered agenda item 12 in item 5b, and there are no items for agenda item 13, so Council will now consider agenda item 14.

Mayor Stough and Council thanked Jason Mishka for his service to the City of Sylvania as a Council Member for the past three years.

Mayor Stough stated that all items on the agenda had been considered.

Mrs. Westphal moved, Mrs. Cappellini seconded that this meeting adjourn; all present voting yea (7); (0) nays. The motion carried and the meeting adjourned at 8:24 p.m.

Adjournment

Clerk of Council

Mayor



DEPARTMENT OF PUBLIC SERVICE
KEVIN G. ALLER, PE DIRECTOR

January 3, 2018

To: The Mayor and Members of Sylvania City Council

Re: **Authorization to Advertise for Bids**
LUC-CR 1572-8.96 (Main Street Reconstruction) Project

Dear Mr. Mayor and Council Members:

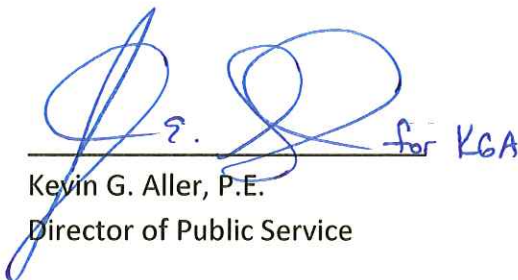
Bidding documents for the above-mentioned project are now complete and ready for public advertisement.

This project consists of removing the existing pavement full depth and reconstructing with a new asphalt section between Monroe Street and the bridge over Ten Mile Creek. Other improvements include complete replacement of the storm sewer system, upgrades of the vehicular and pedestrian signal infrastructure, sidewalk and streetscape improvements, and decorative lighting replacements.

The estimated construction cost of the project is \$739,343.68. It is anticipated that construction would start in June 2018 and would be completed by September 2018.

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

Sincerely,



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



City Of Sylvania

OFFICE OF THE MAYOR
CRAIG A. STOUGH, MAYOR

December 28, 2017

TO THE MEMBERS OF SYLVANIA CITY COUNCIL:

RE: Appointment to the Municipal Planning Commission

Dear Council Members:

Mr. Dan Arnold has expressed his interest in continuing to serve on the Municipal Planning Commission.

Mr. Arnold has been members of the Municipal Planning Commission and has demonstrated his active interest and commitment to Sylvania through his service to the community.

Therefore, I am pleased to announce the re-appointment of Mr. Dan Arnold to the Municipal Planning Commission for a term commencing on January 1, 2018 and expiring on December 31, 2021, and request that you confirm this appointment.

Respectfully submitted,

Craig A. Stough
Mayor

CAS/lb

Board of Architectural Review

Minutes of the regular meeting of December 13, 2017. Mr. Lindsley called the meeting to order.

Members present: Mayor Craig Stough, Ken Marciniak, Daniel Arnold, Brian McCann, and Thomas Lindsley (5) present. Zoning Administrator, Timothy Burns present.

Mr. Arnold moved, Mr. McCann seconded to approve the Minutes of the November 15, 2017, meeting as submitted. Vote being: Stough, Arnold, McCann, Marciniak and Lindsley (5) aye; (0) nay. Motion passed by a 5 to 0 vote.

Item 3 – Regulated Sign – app. no. 49-2017 requested by Matt Uhl of Reason Sign Co., LLC for California Yoga, 6625 Maplewood Avenue, Sylvania, Ohio 43560. Application is for new suspended sign. Sign is within the limits of the Sylvania Sign Code. Mr. Arnold moved, Mr. Marciniak seconded, to grant approve sign shown in the drawing submitted with the application. Vote being: McCann, Marciniak, Arnold, Stough and Lindsley (5) aye; (0) nay. Motion passed by a 5 to 0 vote.

Item 4 – Regulated Sign – app. no. 50-2017 requested by Edie Victor of Gardner Signs for First Federal Bank, 5520 Monroe Street, Sylvania, Ohio 43560. Application is for a new monument sign, 2 directions signs, 3 wall signs and 3 window signs. Jeff Prymas of Gardner Signs was present. Signs are within the limits of the Sylvania Sign Code, with the exception of the 42” base of monument sign. Mr. Burns stated that the City generally only allows for a 12” base on a monument sign but that an exception is being made as there is a wall that would inhibit visibility of the sign and that the City will be allowing this sign to have a 42” base. Mr. Marciniak moved, Mr. McCann seconded to approve the signs shown in the drawings submitted with the application, noting the exception to allow a 42” base for the monument sign. Vote being: McCann, Marciniak, Arnold, Stough and Lindsley (5) aye; (0) nay. Motion passed by a 5 to 0 vote.

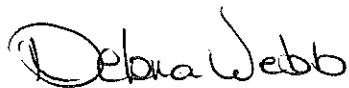
Item 5 – Regulated District Building Review – app. no. 48-2017 requested by Todd May for Somo Apartments (J.C. Hart and Republic Development) 6465 Monroe Street, Sylvania, Ohio 43560. Application is for an exterior building review. Rich Arnos of Republic Development, John Hart and Todd May of JC Hart Company, Randy Sherman of Weaver Sherman Design and Dave Kuhn of Feller, Finch and Associates were present. Mr. Sherman gave a presentation of the building and grounds design. He showed an overview of the development which included a portion of the river trail, running behind the residential buildings, that would need to be widened from 12ft to 16ft to allow for fire trucks; and that they would also need to relocate some of the light fixtures to accommodate the width. He also showed 2 residential buildings that would both have underground parking that will have 2 separate garage entries per building and explained that there would be additional parking in above ground lots. The East building will also contain a clubhouse, leasing offices, a mail room, and exercise facilities. Next to the clubhouse there will be a pool deck that will include space for seating and a fire pit. The pictures presented of the pool showed that the pool would be 50ft x 25ft and that there will be a shallow area with seating in the water. He also described the additional terrace area, located over the parking garage that will include seating for gathering and will have a gas fire table. In addition there will be plenty of

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greenspace, and walkways that will include benches alongside and portions that will have arbors above. Mr. Sherman also described the different floorplans and showed that there would be plenty of windows in the units, including bay windows which would allow for viewing up and down the trail rather than just straight on. Mr. Sherman also presented 2 different colors of brick being considered, one in darker reddish color and one in a lighter brown color, architectural roof shingles in the weathered wood color, and fiberboard samples in a taupe and beige color that they intend to use in the upper portions of the buildings. Mayor Stough commented that the building design would meet the City's code, that the darker reddish brick color would fit nicely with the hotel next door, but that he had concerns about the use of the lighter brown colored brick and also the "Tudor" design of the upper portions of the building. He said that he didn't think that the design would fit in with the area and that he would like to see a more colonial design. Mr. Sherman stated that they could take a look at it and possibly drive around the area to try to come up with some adjustments to the design of the upper portions of the building that would fit in more nicely with the area. Mr. Lindsley asked where the air conditioning units would be located. Mr. Sherman stated that the units will be located in center portions of the roof that are depressed will allow them to be hidden from view. Mr. Marciniak moved, Mr. McCann seconded, to approve the building design, noting the discussion of the possible modifications that may be made, although not required, to the design of the upper portions of the buildings. Vote being: McCann, Marciniak, Arnold, Stough and Lindsley (5) aye; (0) nay. Motion passed by a 5 to 0 vote.

Mr. Marciniak moved, Mr. McCann seconded to adjourn the meeting. All present voted aye. Meeting adjourned.

Submitted by,



Debra Webb, Secretary
Municipal Planning Commission

B

Sylvania Municipal Planning Commission

Minutes of the regular meeting of December 13, 2017. Mr. Lindsley called the meeting to order.

Members present: Ken Marciniak, Daniel Arnold, Brian McCann, and Thomas Lindsley (5) present. Mayor Craig Stough was not present at roll call and had informed the Planning Commission that he would be arriving late. Zoning Administrator, Timothy Burns present.

Mr. Arnold moved, Mr. McCann seconded to approve the Minutes of the November 15, 2017 meeting as submitted. Vote being: McCann, Marciniak, Arnold and Lindsley (4) aye; (0) nay. Motion passed by a 4 to 0 vote.

Item 3 Lot Split – app no. 3-2017, requested by Feller, Finch & Associates for Midland Agency of Northwest Ohio Inc., Trustee, 4902 N. King Road, Sylvania, Ohio 43560. Mr. Steve Gillenwater of Squires Development Company was present and explained that the split was to create a lot to allow a new house to be built. Mayor Stough arrived at 5:36 p.m. and Mr. Lindsley asked to have the record reflect that Mayor Stough arrived to the meeting. Mr. Marciniak moved, Mr. McCann seconded to approve the lot split as submitted. Vote being: Stough, McCann, Marciniak, Arnold and Lindsley (5) aye; (0) nay. Motion passed by a 5 to 0 vote

Mr. Marciniak moved, Mr. McCann seconded to adjourn the meeting. All present voted aye. Meeting adjourned.

Submitted by,



Debra Webb, Secretary
Municipal Planning Commission