Sylvania City Council
February 20, 2018

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. Husman.

3. Additions to the agenda.

4. Approval of the Council meeting minutes of February 5, 2018.

5. Proposed Resolution No. 5-2018, A Resolution in support of the Board of Lucas County Commissioners to enact a County Motor Vehicle License Fee pursuant to ORC Section 4504.24.

6. Skid Steer Loader purchase.
   a. Service Director's report on purchase.
   b. Proposed Ordinance No. 8-2018, Authorizing to accept the proposal of Buck & Knobby, Inc. for the provision of a new Model JCB280 Skid Steer Loader.

7. Approval of items to be offered for auction on GovDeals.com.

8. Committee reports.
   a. Employee & Community Relations Committee Meeting from February 12, 2018.
      1. Proposed Ordinance No. 9-2018, Accepting proposal of Flanders & Fuller to provide creation and design services relative to the 2019 city calendar project.

9. Committee referrals.

INFORMATION

A. Board of Architectural Review minutes from February 14, 2018.

B. Municipal Planning Commission minutes from February 14, 2018.

Minutes of the Meeting of Council
February 5, 2018

The Council of the City of Sylvania, Ohio met in regular session on February 5, 2018 at 7:30 p.m. with Mayor Stough in the chair. Roll was called with the following members present: Katie Cappellini, Mark Frye, Doug Haynam, Sandy Husman, Mark Luetke, Patrick Richardson, Mary Westphal; (7) present;, (0) absent.

Roll call: All present.

Pledge of Allegiance to the United State of America led by Mr. Haynam.

Pledge of Allegiance.

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

The following items were added to the agenda:
7c. Schedule an Utility Committee meeting.
17. Proposed Ordinance No. 7-2018.

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

Agenda approval.

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

Mrs. Westphal presented the January 16, 2018 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 January 16, 2018 be approved; roll call vote being: Frye, Haynam, Husman, Luetke, Richardson, Westphal, Cappellini, (7) yeas; (0) nays. The motion carried.

Approval of the January 16 meeting minutes.

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

Mayor Stough presented a Proclamation to William Geha for being selected as the "Top Drug Counselor of the Year for 2017-2018" by the International Association of Top Professionals.

Proclamation to William Geha… Top Drug Counselor…

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

Mrs. Westphal presented and read aloud by title only, proposed Resolution No. 3-2018, 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, and declaring an emergency"; Mrs. Westphal moved, Mrs. Husman seconded, that Council dispense with the Second and Third Reading of said Resolution; roll call vote being: Luetke, Richardson, Westphal, Cappellini, Frye, Haynam, Husman, (7) yeas; (0) nays. The motion carried.

Resolution No. 3-2018, "..Accepting the Amounts and Rates by County Budget Commission…"

Mrs. Westphal moved, Mr. Luetke seconded, that Resolution No. 3-2018 be enacted as an emergency measure as declared therein; roll call vote being: Richardson, Westphal, Cappellini, Frye, Haynam, Husman, Luetke, (7) yeas; (0) nays. The motion carried.

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

Mrs. Westphal moved, Mr. Frye seconded to refer the proposed Ordinance No. 1-2018, Authorizing to enter into a Memorandum of Understanding for the development of a Plan of Operation for an Ohio Revised Code Chapter 6119 Entity to be established to provide Regional Water Resource Utility Services to be known as Toledo Area Water Authority to the Utility & Environment Committee. Roll call vote being: Westphal, Cappellini, Frye, Haynam, Husman, Luetke, Richardson, (7) yeas; (0) nays. The motion carried.

Referral of proposed Ordinance No. 1-2018 (Toledo Area Water Authority MOU) to Util. Committee.

Mrs. Westphal set an Utility & Environment Committee meeting for February 28, 2018 at 7:30 a.m. to discuss the Toledo Area Water Authority Memorandum of Understanding and proposed Ordinance No. 1-2018.

Utility Com Mtg.: 2/28/18, 7:30a.m.

Mrs. Westphal set a Committee-of-the-Whole for March 5, 2018 at 6:30 p.m. to discuss the Toledo Area Water Authority Memorandum of Understanding and proposed Ordinance No. 1-2018.

COW Mtg; 3/5/18, 6:30p.m.

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

Mrs. Husman presented and read aloud by title only, proposed Ordinance No. 2-2018, a written copy of same having been previously furnished to each member of Council, "Approving the First Amendment to Commercial Real Estate Purchase Agreement of Republic Development, LLC and J.C. Heart Company, Inc. to purchase the City's real estate known as the SOMO property located along Monroe Street; authorizing the Mayor and the Director of Finance to accept said First Amendment to Real Estate Purchase Agreement on behalf of the City of Sylvania; determining said real estate to be no longer needed for municipal purposes; and declaring an emergency."; Mrs. Husman moved, Mrs. Westphal seconded, that Council dispense with the Second and Third Reading of said Ordinance; roll call vote being: Cappellini, Frye, Haynam, Husman, Luetke, Richardson, Westphal, (7) yeas; (0) nays. The motion carried.

Ordinance No. 2-2018, "Approving 1st amendment to purchase agreement.... SOMO property..."

Mrs. Husman moved, Mr. Luetke seconded, that Ordinance No. 2-2018 be enacted as an emergency measure as declared therein; roll call vote being: Frye, Haynam, Husman, Luetke, Richardson, Westphal, Cappellini, (7) yeas; (0) nays. The motion carried.

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

Mrs. Husman presented and read aloud by title only, proposed Ordinance No. 3-2018, a written copy of same having been previously furnished to each member of Council, "Granting a license to Inside the Five Brewing to enter a portion of City owned right-of-way to install and maintain an ingress/egress ramp; authorizing the Mayor and Director of Finance to sign the license agreement; and declaring an emergency."; Mrs. Husman moved, Mr. Luetke seconded, that Council dispense with the Second and Third Reading of said Ordinance; roll call vote being: Haynam, Husman, Luetke, Richardson, Westphal, Cappellini, Frye, (7) yeas; (0) nays. The motion carried.

Ordinance No. 3-2018, "Granting license to Inside the Five Brewing…"

Mrs. Husman moved, Mr. Luetke seconded, that Ordinance No. 3-2018 be enacted as an emergency measure as declared therein; roll call vote being: Husman, Luetke, Richardson, Westphal, Cappellini, Frye, Haynam, (7) yeas; (0) nays. The motion carried.

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

Mr. Luetke presented and read aloud by title only, proposed Ordinance No. 4-2018, a written copy of same having been previously furnished to each member of Council, "Revising the Administrative, Departmental, and Divisional Organization of the City and the Codified Ordinances thereof by amending Sylvania Codified Ordinance Section 139.02 to change the Class Grade of the Chief Probation Officer from Class Grade 15 to Class Grade 21; and declaring an emergency."; Mr. Luetke moved, Mr. Haynam seconded, that Council dispense with the Second and Third Reading of said Ordinance; roll call vote being: Luetke, Richardson, Westphal, Cappellini, Frye, Haynam, Husman, (7) yeas; (0) nays. The motion carried.

Ordinance No. 4-2018, "Revising…. Chief Probation Officer…Class Grade 15 to Class 21…."

Mr. Luetke moved, Mr. Frye seconded, that Ordinance No. 4-2018 be enacted as an emergency measure as declared therein; roll call vote being: Richardson, Westphal, Cappellini, Frye, Haynam, Husman, Luetke, (7) yeas; (0) nays. The motion carried.

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

Service Director's report on Main Street Reconstruction Project was placed on file. Mr. Richardson presented and read aloud by title only, proposed Ordinance No. 5-2018, a written copy of same having been previously furnished to each member of Council, "Accepting the proposal of Stantec to provide construction engineering services relative to the Main Street Reconstruction Project; appropriating funds therefore in the amount of $81,400; and declaring an emergency."; Mr. Richardson moved, Mrs. Westphal

Ordinance No. 5-2018, "Accepting proposal of Stantec…Main St Recon.

seconded, that Council dispense with the Second and Third Reading of said Ordinance; roll call vote being: Westphal, Cappellini, Frye, Haynam, Husman, Luetke, Richardson, (7) yeas; (0) nays. The motion carried.

Project…"

Mr. Richardson moved, Mrs. Husman seconded, that Ordinance No. 5-2018 be enacted as an emergency measure as declared therein; roll call vote being: Cappellini, Frye, Haynam, Husman, Luetke, Richardson, Westphal, (7) yeas; (0) nays. The motion carried.

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

Service Director's report on Harroun Road and Monroe Street was placed on file. Mrs. Cappellini presented and read aloud by title only, proposed Ordinance No. 6-2018, a written copy of same having been previously furnished to each member of Council, "Authorizing the Mayor and Director of Finance to accept the proposal of JJR, LLC to provide Conceptual Design for Streetscape Enhancements at the southwest corner of the Monroe Street and Harroun Road; appropriating funds therefore in an amount not to exceed $5,500; and declaring an emergency."; Mrs. Cappellini moved, Mrs. Westphal seconded, that Council dispense with the Second and Third Reading of said Ordinance; roll call vote being: Frye, Haynam, Husman, Luetke, Richardson, Westphal, Cappellini, (7) yeas; (0) nays. The motion carried.

Ordinance No. 6-2018, "Authorizing JJR, LLC… Conceptual Design… Monroe & Harroun Rds…"

Mrs. Cappellini moved, Mr. Luetke seconded, that Ordinance No. 6-2018 be enacted as an emergency measure as declared therein; roll call vote being: Haynam, Husman, Luetke, Richardson, Westphal, Cappellini, Frye, (7) yeas; (0) nays. The motion carried.

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

Mr. Luetke presented and read aloud by title only, proposed Resolution No. 4-2018, a written copy of same having been previously furnished to each member of Council, "Appointing Patrick Richardson to the Board of Trustees of Sylvania Community Services for the full calendar year of 2018; and declaring an emergency"; Mr. Luetke moved, Mr. Haynam seconded, that Council dispense with the Second and Third Reading of said Resolution; roll call vote being: , Husman, Luetke, Richardson, Westphal, Cappellini, Frye, Haynam (7) yeas; (0) nays. The motion carried.

Resolution No. 4-2018, "Appointing Patrick Richardson to SCS for 2018…"

Mr. Luetke moved, Mrs. Westphal seconded, that Resolution No. 4-2018 be enacted as an emergency measure as declared therein; roll call vote being: Luetke, Richardson, Westphal, Cappellini, Frye, Haynam, Husman, (7) yeas; (0) nays. The motion carried.

Mayor Stough stated that Council will now consider agenda item 14.

Mayor Stough reviewed the Lourdes University banner request. Mr. Luetke moved, Mr. Haynam seconded to refer the request from Lourdes University regarding banners to be hung on Main Street to the Employee & Community Relations Committee for review and recommendation. Roll call vote being: Richardson, Westphal, Cappellini, Frye, Haynam, Husman, Luetke, (7) yeas; (0) nays. The motion carried.

Referral of Lourdes banner request to Emp. & Com Relations .

Mayor Stough stated that Council will now consider agenda item 15.

Mr. Luetke stated the Employee & Community Relations Committee met at 7:00 p.m. on this date to discuss the 2019 city calendar project. He stated that due to the RFQ process, there were 2 companies that submitted proposals. After review, the committee agrees to meeting with Flanders & Fuller to discuss their concept.

Employee & Com Relations report from 7:00p.m. re: 2019 Calendar.

Mayor Stough stated that since there was no items for agenda item 16, Council will now consider added agenda item 17.

Mrs. Westphal presented and read aloud by title only, proposed Ordinance No. 7-2018, a written copy of same having been previously furnished to each member of Council, "Authorizing the Mayor and Director of Finance to enter into an agreement with the Village of Centennial Crossing Property Owners Association and Centennial Crossings, LLC relative to the sanitary sewer pumping station; and declaring an emergency."; Mrs. Westphal moved, Mr. Frye seconded, that Council dispense with the Second and Third Reading of said Ordinance; roll call vote being: Frye, Haynam, Husman, Luetke, Richardson, Westphal, Cappellini, (7) yeas; (0) nays. The motion carried.

Ordinance No. 7-2018, "…. agreement with Centennial Crossings… sanitary sewer pumping station…"

Mrs. Westphal moved, Mr. Haynam seconded, that Ordinance No. 6-2018 be enacted as an emergency measure as declared therein; roll call vote being: Haynam, Husman, Luetke, Richardson, Westphal, Cappellini, Frye, (7) yeas; (0) nays. The motion carried.

Mayor Stough reported on information item B. He reviewed a letter from TMACOG stated that the City of Sylvania's CMAQ application for the Monroe Street and Silica Drive Roundabout has been approved for funding in the amount of $2,373,500 in state fiscal year 2022.

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

Adjournment.

Mrs. Westphal moved, Mr. Haynam seconded that this meeting adjourn; all present voting yea (7); (0) nays. The motion carried and the meeting adjourned at 8:34 p.m.

Clerk of Council

Mayor

5

RESOLUTION NO. 5 -2018

A RESOLUTION OF THE COUNCIL OF THE CITY OF SYLVANIA IN SUPPORT OF THE BOARD OF LUCAS COUNTY COMMISSIONERS TO ENACT A COUNTY MOTOR VEHICLE LICENSE FEE PURSUANT TO OHIO REVISED CODE SECTION 4504.24; AND DECLARING AN EMERGENCY.

WHEREAS, the Council of the City of Sylvania recognizes the importance of maintaining county roads and that the funds available for road maintenance remain stagnant while the cost of road maintenance is increasing; and,

WHEREAS, the Council of the City of Sylvania recognizes the importance the county road system has on the orderly and efficient flow of traffic within and through the county including the Townships and Municipalities of Lucas County, Ohio; and,

WHEREAS, Ohio Revised Code Chapter 4504.24 allows the Board of Lucas County Commissioners to levy an additional annual license fee of $5.00 upon the operation of motor vehicles on the public roads and highways in the county for any authorized purpose including paying for the construction, reconstruction, improvement, maintenance and repair of highways, roads, and streets designated as necessary or conductive to the orderly and efficient flow of traffic within and through the county, repair of bridges and culverts, the costs and expenses of administering the license plate tax, for purchasing, erecting, and maintaining traffic signs, markers, lights, and signals; for purchasing road machinery and equipment, and for planning, constructing, and maintaining suitable buildings to house road equipment.

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

Section 1. The City of Sylvania, Ohio hereby supports the Board of Lucas County Commissioners levy of an additional annual license fee of $5.00 upon the operation of motor vehicles on the public roads and highways in the county for any authorized purpose including paying for the construction, reconstruction, improvement, maintenance and repair of highways, roads, and streets designated as necessary or conductive to the orderly and efficient flow of traffic within and through the county, repair of bridges and culverts, the costs and expenses of administering the license plate tax, for purchasing, erecting, and maintaining traffic signs, markers, lights, and signals; for purchasing road machinery and equipment, and for planning, constructing, and maintaining suitable buildings to house road equipment.

SECTION 2. That the Clerk of Council be, and she hereby is, authorized to send a certified copy of this Resolution to the Clerk of the Board of Lucas County Commissioners.

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 Council should provide its support for the county motor vehicle license fee as soon as possible. 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, _____, 2018, as an emergency measure.

_____
President of Council

ATTEST:

APPROVED AS TO FORM:

_____
Clerk of Council

_____
Director of Law

APPROVED:

_____
Mayor

_____
Date

6a

City Of Sylvania
DEPARTMENT OF PUBLIC SERVICE
KEVIN G. ALLER, PE DIRECTOR

February 16, 2018

To: The Mayor and Members of Sylvania City Council

Re: Skid Steer Loader Purchase

Dear Mr. Mayor and Council Members:

We are requesting approval to purchase a new skid steer loader per the attached quote. This purchase was included in the 2018 capital improvement plan and will be placed into service in our streets department.

We believe this to be a needed replacement and recommend purchasing a model JCB 280 skid steer loader from Buck & Knobby, Inc. at a cost of $51,891.00. This vendor participates in the State Term Pricing Program via Contract 800493-6. Funds are available in capital improvement fund 401-7610-53405.

We hereby request approval to move forward with this purchase.

Sincerely,

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

6730 MONROE STREET • SYLVANIA, OHIO 43560-1948 • (419) 885-8965 • FAX (419) 885-0486
www.cityofsylvania.com

Prepared For:
Jim Campbell
City of Sylvania
5509 Harroun Rd
Sylvania OH 43560
phone:419-885-8973
jcampbell@cityofsylvania.com

Dealer Information
9127 AIRPORT HWY
HOLLAND OH 43528
phone:419-491-2362

Prepared By:
GERRY MAIBACH
gerrym@buckandknobby.com
mobile:419-215-0122
Quote Date: 09/18/17
Valid Until: 10/18/17
Quotation Reference: 169020

Model: 280 T4 **Qty: 1**

Stock Order/Serial No:2503370

JCB 280 TIER 4 FINAL WHEELED, VERTICAL LIFT, NEW GENERATION SKID STEER LOADER

12 X 16.5 10PR HD WIDE TRACK AND WHEELS (provides 71.7" width)

ENCLOSED CAB PACKAGE - INCLUDES A/C, HEATER, VINYL SEAT AND REVERSE ALARM

HYDRAULIC LOADER ARM FLOAT AND MANUAL LOCK QUICKHITCH

JCB CONTROLS WITH 7 WAY JOYSTICKS AND ATTACHMENT HARNESS (REQUIRED WITH HIGH FLOW)

HIGH FLOW HYDRAULICS - 33GPM AT 3335 PSI (REQUIRES 7 WAY MULTI-FUNCTION JOYSTICK OPTION)

ELECTRO HYDRAULIC UNIVERSAL SKID STEER QUICKHITCH

SRS, SMOOTH RIDE SYSTEM - RADIAL AND VERTICAL LIFT (INCLUDES FLOAT)

FOOT THROTTLE

WHEELED FENDER LH AND RH CAB

PARALLEL LIFT ON VERTICAL LIFT MODEL 280

ISO AND DUAL HAND CONTROL PATTERN

2 SPEED - WHEELED MACHINESgereral

ENGINE BLOCK HEATER - 110V

RADIO WITH SPEAKERS AND AERIAL

GP BUCKET - 78" - 16.7 cu-ft

BOLT-ON EDGE FOR 78" BUCKET

Muncipal Sale Price $51,891.00

Customer Acceptance: _____ Date _____

Dealer _____ Date _____

6b

ORDINANCE NO. 8 -2018

AUTHORIZING THE MAYOR AND DIRECTOR OF FINANCE TO ACCEPT THE PROPOSAL OF BUCK & KNOBBY, INC. FOR THE PROVISION OF A NEW MODEL JCB 280 SKID STEER LOADER FOR THE DIVISION OF STREETS, DEPARTMENT OF PUBLIC SERVICE; APPROPRIATING $51,891 THEREFORE; AND DECLARING AN EMERGENCY.

WHEREAS, the Director of Public Service has indicated that the Streets Department is in need of a new skid steer loader; and,

WHEREAS, the Director of Public Service has received a proposal from Buck & Knobby, Inc. for the purchase of one (1) new model JCB 280 skid steer loader at a total cost of $51,891; and,

WHEREAS, the Director of Public Service, by report dated February 16, 2018, recommended the acceptance of the proposal of Buck & Knobby, Inc. to purchase a new skid steer loader for the Streets Division, Department of Public Service.

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

SECTION 1. That the Mayor and the Director of Finance be, and they hereby are, authorized to sign the proposal of Buck & Knobby, Inc. on behalf of this City, thereby indicating such approval and acceptance for the provision of a new model JCB 280 skid steer loader for the Division of Streets, Department of Public Service.

SECTION 2. That the Mayor and Director of Finance be, and hereby are, authorized and directed to sign any and all instruments and to do any and all things necessary to complete said purchase.

SECTION 3. That, upon receipt of delivery of said new model JCB 280 skid steer loader by the City of Sylvania, the Director of Finance is hereby authorized to issue his warrant or warrants in payment therefore from the **CAPITAL IMPROVEMENT FUND** from funds therein not heretofore appropriated to **Account No. 401-7110-53401 – Vehicles,** the total sum of Fifty-One Thousand Eight Hundred Ninety-One Dollars ($51,891.00).

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 proposal for said new model JC 280 skid steer loader should be approved immediately so that the purchase can be made 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, _____, 2018, as an emergency measure.

_____
President of Council

ATTEST:

_____
Clerk of Council

APPROVED AS TO FORM:

_____
Director of Law

APPROVED:

_____
Mayor

_____
Date

City Of Sylvania
DEPARTMENT OF PUBLIC SERVICE
KEVIN G. ALLER, PE DIRECTOR

Memo

To: The Mayor and City Council

From: Kevin G. Aller, Director of Public Safety/Service KGA

Date: 2/13/2018

Re: Obsolete Equipment

Council Members,

We have several items that are no longer of use in our City operations as listed below:

2004 Jeep Grand Cherokee		(Zoning Department)
(1)	Sanitizer Dispenser	(plastic hand sanitizer dispenser)
(4)	Soap Dispensers	(plastic GoJo hand soap dispenser)
(2)	Liquid Soap	(Gojo liquid soap dispenser packs)
(2)	Liquid Soap	(Estebol liquid soap dispenser bottles)
(4)	Liquid Soap	(SC Johnson soft care liquid soap packs)
(23)	Liquid Soap	(Kimberly-Clark liquid soap packs)
(6)	Ammonium Hydroxide	(gallon jugs of ammonium hydroxide cleaning solution)
(4)	Paper Towel Dispensers	(C-fold paper towel dispenser)
(4)	Boxes C-Fold Towels	(10 packages per box - 40 packages total)
(8)	Toilet Paper Dispensers	(stainless steel two roll style dispenser)

We would request approval to dispose of these items by posting them for sale on the GovDeals website. Should we not receive any bids to purchase the materials we will dispose of them either through scrap value and/or landfill disposal.

Please call if you have any questions. Thank you.

6730 MONROE STREET • SYLVANIA, OHIO 43560-1948 • (419) 885-8965 • FAX (419) 885-0486
www.cityofsylvania.com

8a 1.

ORDINANCE NO. 9 -2018

ACCEPTING THE PROPOSAL OF FLANDERS & FULLER TO PROVIDE CREATION AND DESIGN SERVICES RELATIVE TO THE 2019 CITY CALENDAR PROJECT; APPROPRIATING FUNDS THEREFORE IN THE AMOUNT NOT TO EXCEED $2,500; AND DECLARING AN EMERGENCY.

WHEREAS, the City of Sylvania recently solicited proposals to create and design the 2019 City of Sylvania Community Calendar; and,

WHEREAS, in response to the request, the City received two proposals for the creation and design of the 2019 City of Sylvania Community Calendar; and,

WHEREAS, at the February 5, 2018 meeting of Sylvania City Council, the proposals were discussed and thereafter this matter was referred to the Employee & Community Relations Committee for its review and recommendation; and,

WHEREAS, the Employee & Community Relations Committee met on February 12, 2018 and thereafter recommended that the proposal of Flanders & Fuller in an amount not to exceed Two Thousand Five Hundred Dollars ($2,500.00), 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 Flanders & Fuller in an amount not to exceed Two Thousand Five Hundred Dollars ($2,500.00) for creation and design of the 2019 Sylvania Community Calendar, is hereby accepted.

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

SECTION 3. That to provide funds for said design and creation services hereby authorized, there is hereby appropriated from the **GENERAL FUND** from funds therein not heretofore appropriated to **Account No. – 110-7320-51294, Special Projects** the amount of Two Thousand Five Hundred Dollars ($2,500.00).

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 creation and design of the 2019 City Calendar 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, _____, 2018, as an emergency measure.

_____
President of Council

ATTEST:

_____
Clerk of Council

APPROVED AS TO FORM:

_____
Director of Law

APPROVED:

_____
Mayor

_____
Date

A

Board of Architectural Review

Minutes of the regular meeting of February 14, 2018. 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 and Service Director, Kevin Aller also present.

Mr. McCann moved, Mr. Arnold seconded to approve the Minutes of the January 10, 2018, 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. 4-2018 requested by Debra Bodell of Glass City Signs for Swissaire Village, 4615 Holland-Sylvania Road, Sylvania, Ohio 43560. Ms. Bodell was present. Application is for a new monument sign. Ms. Bodell stated that the new sign would be 30' outside of the right-of-way rather than 20' which was show in the drawing submitted with the application. Mr. Burns suggested that they may want to consider using another color as thte white shown in the drawing would not blend well with the building. Ms. Bodell said that the sign is actually beige not white which was also shown in the new drawing presented at the meeting. Signs are within the limits of the Sylvania Sign Code. Mr. Marciniak moved, Mr. Arnold seconded, to grant a Certificate of Appropriateness for the sign shown in the drawing submitted with the application noting that the sign will be located 30' outside of the Right of Way and that the sign will be a beige color not white as shown in the new picture presented at the meeting. 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. 6-2018 requested by Debra Bodell of Glass City Signs for Fantasy Custom Golf Carts, 5559 Alexis Road, Sylvania, Ohio 43560. Ms. Bodell was present. Application is for two wall signs. Ms. Bodell present new drawings and stated that they had decided to change the design of the signs. Signs are within the limits of the Sylvania Sign Code. Mr. McCann moved, Mr. Arnold seconded, to grant a Certificate of Appropriateness for the 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 5 – Regulated Sign – app. no. 7-2018 requested by Karrie Brock of Fast Signs for Team Industrial, 4101 King Road, Sylvania, Ohio 43560. Ms. Brock was present. Application is for a new face on an existing monument sign due to rebranding of the business. Sign is within the limits of the Sylvania Sign Code. Mr. Arnold moved, Mr. Marciniak seconded, to grant a Certificate of Appropriateness for the 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 6 – Regulated Sign – app. no. 8-2018 requested by Robert Hall of Toledo Sign for Lawn Creations, 4507 Holland-Sylvania Road, Sylvania, Ohio 43560. Application is for an update to an existing monument sign that will be moved to a new location. Mr. Hall was present. Mr. Burns stated that the current sign is located in an area that does not meet the setback the City's

setback requirements; and that the sign was installed when the property was in the Township but has since been annexed into the City. He also said that they may have received a variance. Mr. Burns stated that they have been very cooperative in finding a better location for the sign but that there is really no good place to put a sign on the property; and that the location shown on the application is the best place for the sign. Mr. Marciniak moved, Mr. Arnold seconded, to grant a Certificate of Appropriateness for the 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 7 – Regulated Sign – app. no. 9-2018 requested by Jim Grzywinski for Living Appliance Center, 5660 Monroe Street, Sylvania, Ohio 43560. Mr. Gryzwinski was present. Application is for a new pole sign and a new wall sign. Mr. Burns stated that the signs are within the limits of the Sylvania Sign Code. Mr. Gryzwinski said that the wall sign in going to be moved from their Maumee store and that the replacement pole sign will be smaller than what is currently on the property. Mr. Arnold moved, Mr. Marciniak seconded, to grant a Certificate of Appropriateness for the 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 8 – Regulated Sign – app. no. 10-2018 requested by Neil Jeakle of National Illumination & Sign for Tireman Auto Service Center, 5832 Monroe Street, Sylvania, Ohio 43560. Mr. Jeakle was present. Application is for a new pole sign that will be smaller in size then the current sign and will only contain a panel for Tireman. Sign is within the limits of the Sylvania Sign Code. Mr. McCann moved, Mr. Arnold seconded, to grant a Certificate of Appropriateness for the 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. Mr. Arnold 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 February 14, 2018. 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 and Service Director, Kevin Aller also present.

Mr. McCann moved, Mr. Arnold seconded to approve the Minutes of the January 10, 2018, 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 – Site Plan Review - SOMO Multi-Family Complex, 6465 Monroe Street, Sylvania, Ohio 43560. Dave Kuhn of Feller, Finch and Associates, Inc. and Todd May of JC Hart Company were present. Mr. Kuhn stated that the multi-family complex will contain 206 units. Mr. Marciniak asked if the 2 spots in the front of the property would be removed. Mr. Kuhn said that there should be no problem working that out; that they have a total of 286 parking spots and many of the people that rent in this type of development don't drive so the surplus of parking spots would be enough. Mayor Stough asked if they agree to the Service Departments comments. Mr. May said yes they did. Mayor Stough asked if the Stormwater comments have been addressed. Mr. Kuhn said that they had and that they have added more underground storm chambers than what is shown on the drawings that were submitted. He added that they will do whatever the EPA says that they need to do. Mr. May said they will easily be able to address the other comments made by the Service Department. Mr. May further added that the comments were normal for this type of project and that he told Mr. Aller on the way into the meeting that the comments were nothing that they haven't seen before and that they would be easily addressed. Mr. Aller stated that he was confident that all of the comments would be addressed and worked out. Mayor Stough said that Council will be interested in the project schedule. Mr. May said that the groundbreaking would begin after they closed on the property and that the closing will take place sometime during the first week of May and that the project should take 18-20 months for completion. Mr. Marciniak moved, Mr. Arnold seconded, to approve the plan submitted conditional upon the Service Departments site plan comments made by Joe Shaw, dated February 6, 2018. Vote being: McCann, Marciniak, Arnold, Stough and Lindsley (5) aye; (0) nay. Motion passed by a 5 to 0 vote.

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

Submitted by,

Debra Webb

Debra Webb, Secretary
Municipal Planning Commission