Sylvania City Council
March 19, 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.

2. Pledge of Allegiance to the United States of America led by Mr. Luetke.

3. Additions to the agenda.

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

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

6. Planning Commission's recommendation for Zoning Ordinance Amendment Petition No. SUP-1-2018, a request from St Elias Church/Little Miracles Montessori School, 4940 Harroun Road to amend the Special Use Permit; Set public hearing date for May 7, 2018 and authorize the clerk to advertise for same.

7. Confirmation of Mayor Stough's appointment of Mrs. Chris Boggs and re-appointment of Lyndsey Stough to the Sylvania Tree Commission for terms commencing January 1, 2018 and expiring December 31, 2020.

8. Donation of Police department equipment.
   a. Police Chief's report on donation request.
   b. Proposed Ordinance No. 16-2018 Authorizing the donation of Motorola portable radios and chargers to the Sylvania School District.

9. Agreement with State of Ohio Department of Transportation.
   a. Service Director's report on resurfacing and storm sewer project
   b. Proposed Ordinance No. 17-2018 Authorizing the Mayor and Director of Finance to enter into an agreement with State of Ohio Dept. of Transportation for the Alexis Road resurfacing and storm sewer replacement project

10. Committee reports.

11. Committee referrals.

INFORMATION

A. Lucas County Letter dated March 1, 2018 regarding Annexation Petition No. 2018-1.

B. Alexis Road Property Owners and Businesses Public Information Meeting Notice.

C. Board of Architectural Review minutes from March 14, 2018.

D. Municipal Planning Commission minutes from March 14, 2018.

E. Bank Reconciliation for February 2018.

Minutes of the Meeting of Council
March 5, 2018

The Council of the City of Sylvania, Ohio met in regular session on March 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 States of America led by Boy Scouts from St. Joes and Epworth United Methodist Church.

Pledge of Allegiance.

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

The following items were added to the agenda:

14. Proposed Ordinance No. 15-2018.
15. Council portrait scheduling.

Mrs. Westphal moved, Mrs. Husman 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 February 20, 2018 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 February 20, 2018 be approved; roll call vote being: Frye, Haynam, Husman, Luetke, Richardson, Westphal, Cappellini, (7) yeas; (0) nays. The motion carried.

Approval of the February 20 meeting minutes.

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

Mr. Mike Lieber, Sylvania's Town Crier presented his binder of 2017 activities for Council's review. Mr. Lieber stated he is in his 23 year as Sylvania Town Crier.

2017 Town Crier Report.

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

Service Director's report on the Monroe Street Bridge over North Branch of Ten Mile Rehabilitation, Contract for Professional Engineering Services was placed on file. Mr. Richardson presented and read aloud by title only, proposed Ordinance No. 10-2018, a written copy of same having been previously furnished to each member of Council, "Accepting the proposal of Northwest Consultants, Inc. to provide professional engineering services for the Monroe Street Bridge Over North Branch of Ten Mile

Ordinance No. 10-2018, "Accepting proposal of NCI…Monroe St Bridge Rehab

Creek Rehabilitation Project; appropriating funds therefore in the amount of $16,989; and declaring an emergency." Mr. Richardson moved, Mrs. Westphal seconded, that Council dispense with the Second and Third Readings of said Ordinance;, roll call vote being: Haynam, Husman, Luetke, Richardson, Westphal, Cappellini, Frye, (7) yeas; (0) nays. The motion carried.

project…"

Mr. Richardson moved, Mrs. Husman seconded, that Ordinance No. 10-2018 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 7.

Service Director's report on the Main Street Reconstruction Project was placed on file. Mr. Richardson presented and read aloud by title only, proposed Ordinance No. 11-2018, a written copy of same having been previously furnished to each member of Council, "Accepting the bid of Helms and Sons Excavating, Inc. and awarding the contract for the Main Street Reconstruction Project to same; authorizing the expenditure for the improvements in the amount of $789,924.43; appropriating funds therefore; and declaring an emergency." Mr. Richardson moved, Mrs. Westphal seconded, that Council dispense with the Second and Third Readings of said Ordinance;, roll call vote being: Luetke, Richardson, Westphal, Cappellini, Frye, Haynam, Husman, (7) yeas; (0) nays. The motion carried.

Ordinance No. 11-2018, "Accepting bid…Helms & Sons Excavating… Main St Reconstruction Project…"

Mr. Richardson moved, Mr. Frye seconded, that Ordinance No. 11-2018 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 8.

Service Director's report on the 2018 Microsurfacing Project was placed on file. Mr. Richardson presented and read aloud by title only, proposed Ordinance No. 12-2018, a written copy of same having been previously furnished to each member of Council, "Accepting the proposal of Strawser Construction, Inc. to provide pavement rehabilitation by microsurfacing work for the 2018 Microsurfacing Project; appropriating funds therefore in the amount of $91,340.16; and declaring an emergency." Mr. Richardson moved, Mr. Haynam seconded, that Council dispense with the Second and Third Readings of said Ordinance;, roll call vote being: Westphal, Cappellini, Frye, Haynam, Husman, Luetke, Richardson, (7) yeas; (0) nays.

Ordinance No. 12-2018, "Accepting proposal…2018 Microsurfacing Project…"

The motion carried.

Mr. Richardson moved, Mrs. Westphal seconded, that Ordinance No. 11-2018 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 9.

Mrs. Westphal presented and read aloud by title only, proposed Ordinance No. 13-2018, a written copy of same having been previously furnished to each member of Council, "An Ordinance to approve, adopt, and enact current replacement pages to the Codified Ordinances; to repeal Ordinances in conflict therewith; to publish the enactment of new matter; 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: Frye, Haynam, Husman, Luetke, Richardson, Westphal, Cappellini, (7) yeas; (0) nays. The motion carried.

Ordinance No. 13-2018, "...approve, adopt, enact replacement pages of Codified Ordinances..."

Mrs. Westphal moved, Mrs. Husman seconded, that Ordinance No. 13-2018 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 10.

Mayor Stough presented Special Use Permit Amendment, Application No. SUP-1-2018, a request from St. Elias Orthodox Church, to amend the Special Use Permit to add a new classroom building on property located at 4940 Harroun Road, Sylvania, Ohio 43560. Mr. Haynam moved, Mrs. Westphal seconded, to refer Application No. SUP-1-2018 to the Municipal Planning Commission for review and recommendation; roll call vote being: Cappellini, Frye, Haynam, Husman, Luetke, Richardson, Westphal (7) yeas; (0) nays. The motion carried.

SUP-1-2018, referral to Planning Commission.

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

Mr. Richardson moved, Mr. Haynam seconded to authorize to place one Ford F-250 truck with plow on GovDeals as it is obsolete to the City; roll call vote being: Luetke, Richardson, Westphal, Cappellini, Frye, Haynam, Husman, (7) yeas; (0) nays. The motion carried.

Truck to be sold on GovDeals.

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

Mr. Luetke stated the Employee & Community Relations Committee met on February 27, 2018 to discuss the Lourdes University's request to install temporary banners across Main Street. He stated the Committee will order legislation for final review. He stated Mr. Richardson presented interest in live streaming council meeting. There will be further research and discussion on this matter.

Emp & Com. Relations Com Mtg. report.

Mr. Richardson stated the Streets Committee met on this date at 6:15p.m. to discuss proposed Resolution No. 5-2018 Support of the Board of Lucas County Commissioners to enact a County Motor Vehicle License Fee. Mr. Richardson moved, Mrs. Westphal seconded to defer action on this matter until additional information is received from the County Engineer; roll call vote being: Richardson, Westphal, Cappellini, Frye, Haynam, Husman, Luetke, (7) yeas; (0) nays. The motion carried.

Streets Com. report… Lu Co Motor Vehicle License Fee.

Mrs. Westphal stated the Utilities & Environment Committee met on February 28, 2018 to discuss the Toledo Area Water Authority Memorandum of Understanding (MOU), proposed Ordinance No. 1-2018. The MOU commits Sylvania to our portion of the transition costs, estimated at $150,000.00. More information will come forth for consideration.

Utilities Com. report…TAWA.

Mrs. Westphal stated the Committee-of-the-Whole met on this date at 7:00 p.m. to discuss the Toledo Area Water Authority Memorandum of Understanding Version 13, proposed Ordinance No. 1-2018. New information was received that will initiate a Version 14, which outlines an agreement without Toledo and an updated government structure, for the our review. Mrs. Westphal moved, Mr. Luetke seconded to table Ordinance No. 1-2018 until the new Version 14 is available for review; roll call vote being: Richardson, Westphal, Cappellini, Frye, Haynam, Husman, Luetke, (7) yeas; (0) nays. The motion carried.

COW Mtg. report….TAWA MOU.

Mrs. Westphal moved, Mrs. Husman seconded to schedule a Committee-of-the-Whole to have council discussion and public comment on the Toledo Area Water Authority Memorandum of Understanding , Version 14, for April 2, 2018 at 6:30p.m.; roll call vote being: Westphal, Cappellini, Frye, Haynam, Husman, Luetke, Richardson, (7) yeas; (0) nays. The motion carried.

Mayor Stough stated that Council will now consider agenda item 14 as there were not items for agenda item 13.

Mrs. Westphal presented and read aloud by title only, proposed Ordinance No. 15-2018, a written copy of same having been previously furnished to each member of Council, "Authorizing amendments to the City of Sylvania Codified Ordinances Chapter 171- Include Tax Code to comply with the amendments required through House Bill 49; and declaring an emergency." Mrs. Westphal moved, Mr. Haynam seconded, that Council dispense with the Second and Third Readings of said Ordinance;, roll call vote being: Frye, Haynam, Husman, Luetke, Richardson, Westphal, Cappellini, (7) yeas; (0) nays. The motion carried.

Ordinance No. 15-2018, "authorizing amendments to Codified Ordinance.... H.B. 49...."

Mrs. Westphal moved, Mr. Luetke seconded, that Ordinance No. 15-2018 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 Council will now consider agenda item 15.

The Council portrait has been scheduled for May 7, 2018 at 7:00 p.m.

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 8:46p.m.

Adjournment.

Clerk of Council

Mayor

5.

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: 3/15/2018

Re: Obsolete Equipment

Council Members,

The following items are longer of use in our City operations as listed below:

(6) 1997 Hastings Industries 100,000 BTU open space gas forced air heaters

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 items we will dispose of them either through scrap value and/or landfill disposal.

Please call if you have any questions. Thank you.

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

6.

March 15, 2018

To: Mayor and Members of City Council

Re: **Council Referral – Special Use Permit app. no. SUP-1-2018**

Dear Mayor and Members of Council:

Following is an excerpt from the minutes of the regular meeting of the Municipal Planning Commission of March 14, 2018, Council Referral – Special Use Permit app. no. SUP-1-2018 – a request from St. Elias Church to amend the Special Use Permit to add an additional building on the property located at 4940 Harroun Road, Sylvania, Ohio 43560:

> ..." Mr. Marciniak moved, Mr. Arnold seconded, to recommend to City Council to approve the amendment to the Special Use Permit as requested subject to the modifications requested in the City's site plan review. Vote being: McCann, Marciniak, Arnold, Stough and Lindsley (5) aye; (0) nay. Motion passed by a 5 to 0 vote."...

Sincerely,

Debra Webb

Debra Webb, Secretary
Municipal Planning Commission

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City of Sylvania

DEPARTMENT OF PUBLIC SERVICE
KEVIN G. ALLER, PE, DIRECTOR

6730 MONROE STREET
SYLVANIA, OH 43560

DATE:	February 26, 2018
PROJECT:	4940 Harroun Road-St. Elias (Little Miracles Montessori New Classroom)
PURPOSE:	**Site Plan Review**
PREPARED BY:	Joseph E. Shaw, P.E., P.S., Deputy Director

The Department of Public Service received a site plan for review on February 16, 2018. The site is located in the City limits and lies within our Sanitary Sewer Service Area and Water Service Area. The project consists of constructing a new stand-alone classroom building on the St. Elias Church campus.

Our department has the following comments:

SANITARY AND WATER FEES

1. Anticipated Fees
    a. Sewer Charges
        i. Section 929.08 – Permit Fee
            1. To be paid by owner at the time a sewer tap permit is pulled.
            2. $95 (covers the first 8 hours of inspection). The owner will be invoiced at $62.35/hour for each hour after the first 8 hours of inspection.
        ii. Section 929.10(a)(6) – Capital and System Value Connection Charge
            1. To be paid by owner at the time a sewer tap permit is pulled.
            2. A portion of the fee is based on the size of the water meter for the facility. Below is a fee schedule based on select sizes that could be used on this facility:
                a. 5/8" = $430
                b. 1" = $1,075
    b. Water Charges
        i. Section 921.06(c) – $1,200 tapping fee.

PLAN REVIEW COMMENTS

2. T-1-Title Sheet, Site Plan & Code Information
    a. The Site Plan lacks sufficient details on the planned sanitary sewer and water services for the facility.
    b. The Site Plan should be submitted to the Sylvania Township Fire Department for review and comment.
    c. The setbacks shown near the north property line are not clear. There should only be a side yard setback, no rear yard setback.
    d. Provide the proposed building square footage to be constructed.

i. If the proposed classroom is larger than 5,000 square feet the Site Plan shall meet the requirements of Sylvania Codified Ordinance 1109.04.

e. Provide the Earth Disturbed Area (EDA) planned for this project.

f. Provide details on how refuse is currently served on-site as well as for the proposed classroom.

City Of Sylvania
DEPARTMENT OF PUBLIC SERVICE
TIMOTHY S. BURNS, ZONING ADMINISTRATOR

February 26, 2018

Project: St. Elias Antiochian Orthodox Church

New Classroom Day School Building

4940 Harroun Rd.

Purpose: Site Plan – Zoning review

Prepared By: Timothy S. Burns, Zoning Administrator

R-1 Residential District with Permitted Special Use There are no items of objection from the Zoning Code review regarding building setbacks, yard requirements, or building heights.

1157.05 Parking, Existing Parking – The parking requirements for the additional classroom space needs to be considered. Please provide an updated parking space requirement count and if shared use is planned what expected space requirements will be needed.

1166 Signs – All signs require approval from the Board of Architectural Review

Other Comments:

Existing Classroom Use - Please confirm the planned use for the existing classroom space that was recently renovated. Will this space also be used as classroom space or upon construction is the intended use of this space planned to change.

Refuse Collection - The design does not layout any specific refuse collection/Dumpster location. What is the specific plan for housing and collecting refuse?

Timothy S. Burns

Zoning Administrator

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7.

City Of Sylvania

OFFICE OF THE MAYOR
CRAIG A. STOUGH, MAYOR

March 15, 2018

TO THE MEMBERS OF SYLVANIA CITY COUNCIL:

RE: Appointment and Re-Appointment to the Sylvania Tree Commission

Dear Council Members:

Lyndsey Stough has expressed her interest in continuing to serve on the Sylvania Tree Commission. Mrs. Chris Boggs has expressed her interest in serving on the Sylvania Tree Commission.

Ms. Stough has been a member of the Sylvania Tree Commission and has demonstrated her active interest and commitment to Sylvania through her service to the community. Mrs. Boggs has a degree in Landscape Management and has many years of landscape and garden experience.

Therefore, I am pleased to announce the re-appointment of Lyndsey Stough and the appointment of Chris Boggs to the Sylvania Tree Commission for terms commencing January 1, 2018 and expiring December 31, 2020 and request that you confirm these appointments.

Respectfully submitted,

Craig A. Stough
Mayor

CAS/lb

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8a.

City of Sylvania

DIVISION OF POLICE
WILLIAM H. RHODUS, Chief

MEMORANDUM

March 15, 2018

To: The Mayor and City Council

From: William H. Rhodus, Chief of Police WHR

Re: Donation of Equipment.

Council members,

The following items are no longer of use for the Sylvania Police Division, Community Affairs Office.

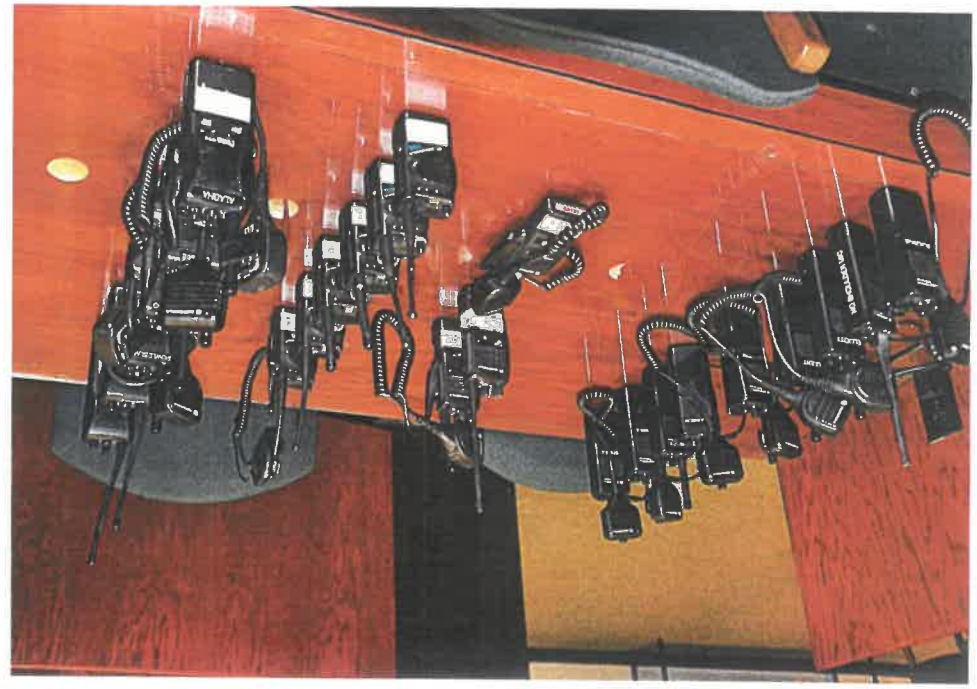
See attached list: Motorola Portable Radios & Chargers.

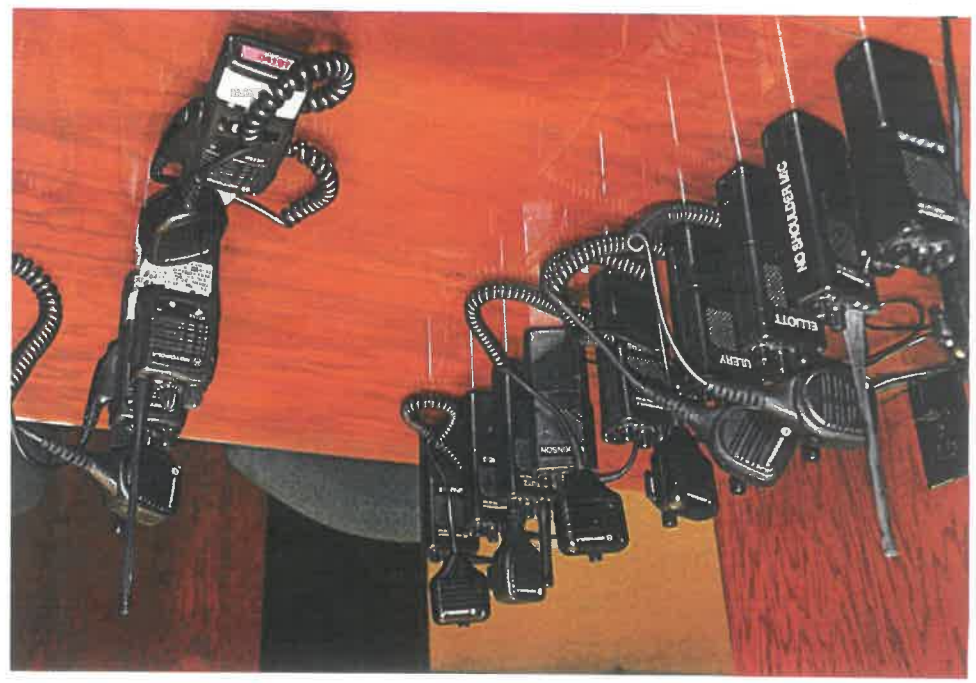
The police division requests approval to dispose of these items by donating then to the Sylvania School District for their use.

If you have any questions please call my office. Thank you

Motorola Portable Radios

Description:	Serial #:
Motorola Radius SP50	777FWC6763
Motorola Radius SP50	777FWC6789
Motorola Radius SP50	777FWC6784
Motorola Radius SP50	777FWC6783
Motorola Radius SP50	777FWC6790
Motorola Radius SP50	777FWC6786
Motorola HT750	672TAPO866
Motorola HT750	672TZJQ233
Motorola HT750	672TZJQ234
Motorola Radius GP300	174TSS1180
Motorola Radius GP300	174HXN5465
Motorola Radius GP300	174TTEB762
Motorola Radius GP300	174TTEB784
Motorola Radius GP300	174HXN5469
Motorola Radius GP300	174FUYC240
Motorola Radius GP300	174TTEB685
Motorola Radius GP300	174FUYC210
Motorola Radius GP300	174TTEB772
Motorola Visar	720AVC2456Z
Motorola Visar	720AVC2470Z
Motorola Visar	720AUJ0848Z
Motorola Visar	720AVC2463Z
Motorola Visar	720AVC2489Z
Motorola Visar	720TYN4245Z

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8b.

ORDINANCE NO. 16-2018

AUTHORIZING THE DONATION OF MOTOROLA PORTABLE RADIOS AND CHARGERS TO THE SYLVANIA SCHOOL DISTRICT; DETERMINING SAID PROPERTY TO BE OF NO FURTHER USE TO THE CITY OF SYLVANIA; AND DECLARING AN EMERGENCY.

WHEREAS, the City of Sylvania previously purchased Motorola Portable Radios and Chargers for its Police Department; and,

WHEREAS, this equipment has been replaced by the City of Sylvania Police Department and, therefore, is of no further use to the City; and,

WHEREAS, the Chief of Police has recommended the Motorola Portable Radios and Chargers be donated to the Cuyahoga Falls Police Department.

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

SECTION 1. That it is hereby determined that the City of Sylvania no longer needs the following Motorola Portable Radios and Chargers:

1. 6 Motorola Radius SP50;
2. 3 Motorola HT750;
3. 9 Motorola Radius GP300;
4. 6 Motorola Visar.

SECTION 2. That the Mayor and Director of Finance be, and they are hereby are, authorized to donate the Motorola Portable Radios and Chargers equipment described above which are of no further use to the City, to the Sylvania City School District.

SECTION 3. It is hereby found and determined that all formal actions of this Council concerning and relating to the passage of this Ordinance were adopted in an open meeting of this council, and that all deliberations of this Council and of any of its committees that resulted in such formal action, were in meetings open to the public, in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

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

SECTION 5. That this Ordinance is hereby declared to be an emergency measure necessary for the immediate preservation of the public peace, health, safety, property and welfare and for the further reason that the Motorola Portable Radios and Chargers described above is no longer needed by the City and should be donated to Sylvania City School District 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

9a.

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

March 19, 2018

To: The Mayor and Members of Sylvania City Council

Re: **ODOT-LUC-184-0.35 (PID 99662)**
ALEXIS ROAD RESURFACING AND STORM SEWER IMPROVEMENTS

Dear Mr. Mayor and Council Members:

The Ohio Department of Transportation (ODOT) and City of Sylvania have finalized the plans and bidding documents for the above referenced project and are ready to move forward in publicly advertising the project for construction.

The administration of the construction phase of the project is to be performed by ODOT staff with funding provided by both agencies. ODOT has requested legislation from the City to appropriate the necessary funds to construct the portion of the project within the municipal limits. In addition, they have prepared a construction contract for City execution that further describes the financial participation, scope of work, and other project obligations.

The total construction cost of the project is estimated to be $2,724,194, of which the City cost is estimated to be $651,840. Funds were included in our 2018 Capital Improvement budget and are to be appropriated from account 401-7610-53595.

The anticipated advertisement, sale, and award timeframe is April 19-30 with construction scheduled to start on June 4. The project will be completed in November 2018. We would recommend approval of the appropriation of funds and contract execution for this project as requested by ODOT.

Please call if you should have any questions.

Sincerely,

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

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9b.

ORDINANCE NO. 17-2018

AUTHORIZING THE MAYOR AND DIRECTOR OF FINANCE TO ENTER INTO AN AGREEMENT WITH THE STATE OF OHIO, DEPARTMENT OF TRANSPORTATION FOR THE ALEXIS ROAD RESURFACING AND STORM SEWER REPLACEMENT PROJECT; AUTHORIZING THE EXPENDITURE FOR THE IMPROVEMENTS IN THE AMOUNT OF $651,840; APPROPRIATING FUNDS THEREFORE; AND DECLARING AN EMERGENCY.

WHEREAS, Resolution No. 9-2017, passed by Sylvania City Council on October 16, 2017, consented to the City's participation in the Alexis Road Resurfacing and Storm Sewer Replacement Project with the Ohio Department of Transportation; and,

WHEREAS, the project consists of resurface and repair/replace storm sewer and drainage work on Alexis Road within the City of Sylvania; and,

WHEREAS, the City of Sylvania shall cooperate with the Director of Transportation in the above-described project by assuming and bearing one hundred percent (100%) of the entire cost of the improvement within the City limits, less the amount of Federal Aid funds set aside by the Director of Transportation for the financing of this improvement from funds allocated by the Federal Highway Administration, United States Department of Transportation; and,

WHEREAS, the share of the cost of the City is now estimated to be Six Hundred Fifty-One Thousand Eight Hundred Forty Dollars ($651,840.00), but said estimated amount is to be adjusted in order that the City's ultimate share of said improvement shall correspond with said percentages of actual costs when said actual costs are determined; and,

WHEREAS, the Director of Transportation has approved said legislation proposing cooperation and has caused to be made plans and specifications and an estimate of cost and

expense for improving the above described highway and has transmitted copies of the same to this legislative authority; and,

WHEREAS, the City of Sylvania desires the Director of Transportation to proceed with the aforesaid highway improvement.

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

SECTION 1. That the Mayor and Director of Finance be, and hereby are, authorized and directed to execute a contract with the State of Ohio, Department of Transportation for the Alexis Road Resurfacing and Storm Sewer Replacement Project.

SECTION 2. That the City of Sylvania hereby requests the Director of Transportation to proceed with the aforesaid highway improvement.

SECTION 3. That to provide funds for said improvements hereby authorized, there is hereby appropriated from the **FUND** from funds therein not heretofore appropriated to **Account No.** , the total sum of Six Hundred Fifty-One Thousand Eight Hundred Forty Dollars ($651,840.00).

SECTION 4. That the Clerk of Council be, and she hereby is, directed to send a certified copy of this Ordinance to the Director of Transportation.

SECTION 5. 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 6. 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 7. 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 Agreement with the Ohio Department of Transportation should be entered into at the earliest possible time in order to provide for the earliest commencement of the Alexis Road Resurfacing and Storm Sewer Replacement Project. 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

LUCAS COUNTY

RECEIVED

MAR 08 2018

CITY OF SYLVANIA
CITY COUNCIL

Board of County Commissioners
Pete Gerken
President
Tina Skeldon Wozniak
Carol Contrada

Jody L. Balogh
Clerk of the Board

March 1, 2018

A.

Ms. Sharon Bucher
Clerk of Council
City of Sylvania
6730 Monroe Street
Sylvania, OH 43560

Re: Annexation Petition No. 2018-1
Portions of Sylvania Township
to the City of Sylvania

Dear Ms. Bucher:

Enclosed is a copy of Resolution No. 18-201 accepting the filing of subject petition and setting the hearing date for May 1, 2018 at 2:00 p.m. in the Commissioners Hearing Room, First Floor, One Government Center, Toledo, Ohio.

If you have any questions, please feel free to call our office.

Sincerely,

Jody L. Balogh, Clerk

/jlb
Enclosure (1)

Date: February 27, 2018 **Resolution No. 18-201**

Title: Accepting the Filing of Annexation Petition No. 2018-1, Portions of Sylvania Township to the City of Sylvania (82.44± acres)

Department/Agency: Commissioners

Contact: Jody L. Balogh, Clerk

Summary/Background: There was filed with this Board on February 20, 2018, a petition for the annexation by a majority of the owners of approximately 82.44 acres of land, more or less, of real estate in Sylvania Township to the City of Sylvania by James A. Moan, Esq., agent for the petitioners. The list of parcels included in Annexation Petition 2018-1 is attached. The petitioner requests that the territory be annexed pursuant to the **Regular Annexation** procedures contained in R.C. 709.02

Budget Impact: N/A

Statutory Authority/ORC: 709.02

Commissioner Contrada offered the following resolution:

WHEREAS, in consideration of the above, NOW, THEREFORE BE IT RESOLVED by the Board of County Commissioners, Lucas County, Ohio, that:

Section 1. This Board acknowledges receipt of Annexation Petition No. 2018-1, Portions of Sylvania Township to the City of Sylvania (82.44± acres) with a deposit of $150.00 to be placed into account 8040-8035-418160. The list of parcels included in Annexation Petition 2018-1 is attached. The clerk of this Board is directed to enter said petition upon the journal of this Board.

Section 2. This Board's February 27, 2018 meeting is the first available regular session of the Board since the filing of the petition.

Section 3. This Board hereby sets the hearing date of May 1, 2018, at 2:00 p.m., in the Commissioners' Hearing Room, First Floor, One Government Center, Toledo, Ohio.

Section 4. The petition, legal description and map are hereby referred to the Lucas County Engineer to determine that there is an accurate legal description of the perimeter of the territory proposed to be annexed, and a map or plat of the territory.

Section 5. This Board finds and determines that all formal actions of this Board concerning and relating to the adoption of this resolution were taken in an open meeting of this Board and that all deliberations of this Board that resulted in those formal actions were in a meeting open to the public in compliance with the law.

Section 6. This resolution shall be in full force and effect from and immediately upon its adoption.

Action Taken:

Commissioner Contrada voted yes
Commissioner Skeldon Wozniak voted yes
Commissioner Gerken voted yes

Jody L. Balogh, Clerk

LIST OF PROPERTY OWNERS
PURSUANT TO O.R.C. SECTION 709.02(D)

Parcels Included in the Annexation Petition

No.	Parcel No.	Property Owner	Mailing Address
1	78-11934, 78-11914, 79-72398, 79-72393, 79-72396, 79-72391, 79-72389, 79-72395, 79-72390, 79-74515, 79-74514, 79-72400, 79-73424, 79-73425, 79-73426, 79-72392, 79-72397, 79-73423, 79-72399, 78-72227, 78-72231	Louisville Title, Trustee	626 Madison Ave. Toledo, OH 43604
2	78-12071	Joseph W. Diehn	P.O. Box 217 Sylvania, OH 43560
3	78-12056	American 1st Title Agency Trustee	8160 Sunset Ln. Sylvania, OH 43560
4	78-12053, 78-12047	Afrodite K. Georgakopoulos	5360 Centennial Sylvania, OH 43560
5	78-11951	Kostantinos & Afroditi Georgakopoulos, Co-Trs.	4444 Bromley Toledo, OH 43623
6	78-12044	Amy Lagore	5510 Centennial Sylvania, OH 43560
7	78-12037	Ahmed Feteh Uddin	18 Stableside N Toledo, OH 43615
8	78-11731	Howard & Marianne Neuman, Trs.	8230 Little Rd. Sylvania, OH 43560
9	78-11981	Floyd & Glenna Ford, Trs.	8134 Little Rd. Sylvania, OH 43560
10	78-12011	Louisville Title Agency	8160 Sunset Ln. Sylvania, OH 43560
11	78-12031, 78-12034	Ryan B. Opial	307 N. Defiance St. Archbold, OH 43502
12	79-74513	Ann M. Wilhoite et al	5662 Willow Circle Sylvania, OH 43560
13	79-74512	Wendy T. Paajanem	5668 Willow Circle Sylvania, OH 43560
14	79-74502	Velerh J. Bruno	5606 Willow Circle Sylvania, OH 43560
15	79-74503	Kenneth L & Eleanor Collins	5612 Willow Circle Sylvania, OH 43560
16	79-74504	Anthony J. & Diane E. Pistilli	8100 Sunset Ln. Sylvania, OH 43560`
17	79-74505	Ronald C. & Evelyn K. Lehman	8106 Sunset Ln. Sylvania, OH 43560

18	79-74506	Lawrence E. Reineke, Trustee	8112 Sunset Ln. Sylvania, OH 43560
19	79-74507	Georgia H. Smith	5691 Co. Rd. T Metamora, OH 43540
20	79-74508	Pauline M. Harrell	8124 Sunset Ln. Sylvania, OH 43560
21	79-74509	David & Jeannette Huffman	8130 Sunset Ln. Sylvania, OH 43560
22	79-74510	8136 Sunset Lane, LLC	11400 Kruse Rd. Petersburg, MI 49270
23	79-74511	Carl D. & Barbara Hall	8160 Sunset Ln. Sylvania, OH 43560
24	79-74501	Gale G. & Patricia A. Vaughan	19700 Totten Rd. Dundee, MI 48131
25	79-74500	Sandra J. Marley	8117 Sunset Ln. Sylvania, OH 43560
26	79-74499	Michael & Michaela Mielcarek	8123 Sunset Ln. Sylvania, OH 43560
27	79-74498	Donald K. Radebaugh	8129 Sunset Ln. Sylvania, OH 43560
28	79-74497	Clay W. & Joanne R. Hepler	8135 Sunset Ln. Sylvania, OH 43560
29	79-74496	Robert D. & Barbara C. Eriksen Co-Trs.	8141 Sunset Ln. Sylvania, OH 43560
30	79-74495	Robert & Lois Michalak	8147 Sunset Ln. Sylvania, OH 43560
31	79-74494	Barbara Ardoyno, Trustee	8153 Sunset Ln. Sylvania, OH 43560
32	79-72384	Ellen Bellemore, Trustee	8159 Sunset Ln. Sylvania, OH 43560
33	79-72383	Susan Beth Levitt	8165 Sunset Ln. Sylvania, OH 43560
34	79-72385	Kimberly Humeniuk, Tr.	5634 Breezy Porch Sylvania, OH 43560
35	79-72386	Joseph M. Stramel	5640 Breezy Porch Sylvania, OH 43560
36	79-72387	Nicole Foley et al	5646 Breezy Porch Sylvania, OH 43560
37	79-72388	Bijan Bastaninejad	4006 Prairie Rose Ln. Poplar Bluff, MD 63901
38	79-73409	Vince C. & Nancy L. DiGuglielmo	7218 Copperwood Ln. Sylvania, OH 43560
39	79-73410	Mary Lauricella	5664 Breezy Porch Sylvania, OH 43560
40	79-73411	Catherine A. & James R. Parker, Trs.	5670 Breezy Porch Sylvania, OH 43560
41	79-73412	Ann Arite	5676 Breezy Porch Sylvania, OH 43560
42	79-73413	Brenda L. Boudrie	5700 Breezy Porch Sylvania, OH 43560

43	79-73414	Walter Alberty	5706 Breezy Porch Sylvania, OH 43560
44	79-73415	Mary Jane Thomas	5712 Breezy Porch Sylvania, OH 43560
45	79-73416	Marcia Bradley	5718 Breezy Porch Sylvania, OH 43560
46	79-73417	Richard M. & Barbara S. Miller	5724 Breezy Porch Sylvania, OH 43560
47	79-73418	Robert E. & Jane M. Bishop	5730 Breezy Porch Sylvania, OH 43560
48	79-73419	Consuelo C. Hernandez	5673 Breezy Porch Sylvania, OH 43560
49	79-73420	Greer W. Schroder	5667 Breezy Porch Sylvania, OH 43560
50	79-73421	Stephen R. & Carmela Hornick	138 Gainsborough Holbrook, NY 11741
51	79-73422	Linda M. Gallo	5655 Breezy Porch Sylvania, OH 43560
52	79-72375	Kristie Hornick	5649 Breezy Porch Sylvania, OH 43560
53	79-72376	Larry P. Tipton, Tr.	5643 Breezy Porch Sylvania, OH 43560
54	79-72377	Frank & Mary Totter	5637 Breezy Porch Sylvania, OH 43560
55	79-72378	David L. & Karen R. Taulbec	5631 Breezy Porch Sylvania, OH 43560
56	79-72379	Jonathan Blinn et al	8219 Sunset Ln. Sylvania, OH 43560
57	79-72380	Virginia A. Seeman	8213 Sunset Ln. Sylvania, OH 43560
58	79-72381	John & Deanna Farran, Trs.	8207 Sunset Ln. Sylvania, OH 43560
59	79-72382	Robert & Darlene Ness, Trs.	8201 Sunset Ln. Sylvania, OH 43560
60	78-11861	Nancy & Merle Boyd	8263 Erie Street Sylvania, OH 43560
61	78-11881	RHO Real Estate Holdings, LLC	7255 Crossleigh Ct #104 Toledo, OH 43617
62	78-11871	John & Audrey Ellenwood	5303 Spring Creek Ln. Sylvania, OH 43560
63	78-12124	Konstantinos & Afrodite Georgeakopoulos	4444 Bromley Toledo, OH 43623
64	78-72197	Todd & Stephanie Hendricks	1512 Broadway Toledo, OH 43609
65	78-72201	Kenneth G. & Tonya L. Fairchild	8143 Erie Street Sylvania, OH 43560
66	78-72204	Nicholas J. & Amanda R. Garn	14806 Detroit Ave. Lakewood, OH 44107
67	78-72207	Steven S. Smith	8125 Erie Street Sylvania, OH 43560

68	78-72211	Michael J. & Cindy M. Brubaker	8137 Erie Street Sylvania, OH 43560
69	78-72214	Rick J. Welch	8119 Erie Street Sylvania, OH 43560
70	78-72217	Steven Baird & Dana Stocki	8113 Erie Street Sylvania, OH 43560
71	78-72221	Kimberly A. Duran	8109 Erie Street Sylvania, OH 43560
72	78-72224	Mary L Knemeyer, Tr.	8103 Erie Street Sylvania, OH 43560

Parcels Adjacent to the Territory in the Annexation Petition

No.	Parcel No.	Property Owner	Mailing Address
1	82-92201	Benjamin & Elizabeth Haynam	5785 Eagle Trace Sylvania, OH 43560
2	82-92204	Jeremy M. Scott & Robin Ormsby	5777 Eagle Trace Sylvania, OH 43560
3	82-92207	Robin E. Gyori, Jr.	5769 Eagle Trace Sylvania, OH 43560
4	82-92211	Randall A. & Michelle J. Hudson	5761 Eagle Trace Sylvania, OH 43560
5	82-92214	Hendrik & Carmen Wigmans	5753 Eagle Trace Sylvania, OH 43560
6	80-92709	Louisville Title Agency for N.W. Ohio, Inc., Tr.	8160 Sunset Ln. Sylvania, OH 43560
7	82-92264	Raymond C. & Janice A. Wenck	5633 Birch Hollow Sylvania, OH 43560
8	82-92807	Ronald R. & Dianne Earl, Trs.	5627 Birch Hollow Sylvania, OH 43560
9	82-92804	Jeremy & Noelle Cherry	5619 Birch Hollow Sylvania, OH 43560
10	82-92801	Richard R. & Margaret G. Wurst, Trs.	5611 Birch Hollow Sylvania, OH 43560
11	82-92797	James A. & Amanda J. Gagliano	5603 Birch Hollow Sylvania, OH 43560
12	82-92794	Andrew S. Minard, et al.	5561 Birch Hollow Sylvania, OH 43560
13	82-92791	Thomas G. & Diane Green	5555 Birch Hollow Sylvania, OH 43560
14	82-92787	Andrew J. & Therese M. Hoehn	5549 Birch Hollow Sylvania, OH 43560
15	82-93094	Craig W. & Lisa A. Shoffer	8062 Littlefield Sylvania, OH 43560
16	82-93097	Matthew A. & Christina M. Arndt	8068 Littlefield Sylvania, OH 43560
17	82-93101	Robert & Angela Rove	8065 Littlefield Sylvania, OH 43560
18	82-93277	Tessa Mossing, Trustee	8052 Eagle Creek Sylvania, OH 43560
19	82-93274	James V. & Anne E. Collins, Trustees	8058 Eagle Creek Sylvania, OH 43560
20	82-93271	Shelley A. McMacken, Trustee	8055 Eagle Creek Sylvania, OH 43560
21	82-93244	Kathryn A. Snyder	7860 Little Rd. Sylvania, OH 43560
22	82-13904	Alexander Spieker	7859 Little Rd. Sylvania, OH 43560
23	82-93969	Melissa Kill	5354 Palisades Sylvania, OH 43560

24	82-93984	Janis Wiezbenski	5353 Palisades Sylvania, OH 43560
25	82-93985	Alan R. & Roberta Evasius	5352 Quarry Side Sylvania, OH 43560
26	82-94000	Bruce & Kathleen Birr	5351 Quarry Side Sylvania, OH 43560
27	82-93999	Jill Trosin	5345 Quarry Side Sylvania, OH 43560
28	82-93998	Mary Jo Mermer-Welly	5339 Quarry Side Sylvania, OH 43560
29	82-93997	Jennifer S. Morgan	5333 Quarry Side Sylvania, OH 43560
30	82-93996	Linda M. & Paul R. Hamel	5327 Quarry Side Sylvania, OH 43560
31	82-93995	Kenneth W. & Diann K. Meadows	5321 Quarry Side Sylvania, OH 43560
32	82-93994	Debra A. Gembolis	5315 Quarry Side Sylvania, OH 43560
33	82-93993	Suzanne M. Crawford	5309 Quarry Side Sylvania, OH 43560
34	78-09231, 78-12474, 78-08864, 78-08801	France Stone Company	3520 Piedmont St., Ste. 410 Atlanta, GA 30305
35	78-12651	Colleen A. Baker, Trustee	13130 W. Central Ave. Swanton, OH 43558
36	78-12461, 78-12464	Tony L. & Linda S. Burnett	6131 Winterhaven Sylvania, OH 43560
37	78-12467	Vibrant Ventures, LLC	7742 Whiteford Center Ottawa Lake, MI 49267
38	78-08931	SAJRD	7060 Sylvania Ave. Sylvania, OH 43560
39	82-01729	RIDI REIO, LLC	5131 W. Alexis Rd. Sylvania, OH 43560
40	82-01621	John L. & Dawn Partridge	8220 Erie St. Sylvania, OH 43560
41	82-01615	Shalom of the Pie, Ltd.	3552 Plainview Dr. Toledo, OH 43615
42	82-01620	Roger O. & Christina G. Kruse	5140 Brenden Way Sylvania, OH 43560
43	82-01611	John M. & Cynthia Bach	8208 Erie St. Sylvania, OH 43560
44	82-01616	James H. & Nancy J. Meinert	8206 Erie St. Sylvania, OH 43560
45	82-01619	Fritz & Teresa Adamshick	8144 Erie St. Sylvania, OH 43560
46	82-01607	Cathy A. Hunter, Trustee	8118 Erie St. Sylvania, OH 43560

B.

City of Sylvania

DEPARTMENT OF PUBLIC SERVICE
KEVIN G. ALLER, PE, DIRECTOR

March 19, 2018

To: Alexis Road Property Owners and Businesses

Re: **LUC-184-0.35 (Part 2)**
Public Informational Meeting

Dear Property Owner and Businesses:

The Ohio Department of Transportation (ODOT) and the City of Sylvania are partnering together to perform a $2.6 million joint-agency construction project on Alexis Road between Acres Road and Flanders Road beginning in June 2018.

This project spans both municipal and Sylvania Township limits and includes storm sewer replacements and pavement resurfacing. More specifically within the City municipal limits the project consists of replacing the existing storm sewer on the north side of Alexis Road from Roan Road to 250' east of Stewart Road and on Schultz Drive at Alexis Road. Also, Alexis Road will be resurfaced from Acres Road through the municipal limits.

The City has scheduled a public meeting to update the community on **Wednesday, April 4th in Council Chambers at 5:30 pm**. The City will provide a brief project presentation with residents and business owners afforded the opportunity to examine plans and ask questions. Council Chambers are located at 6635 Maplewood Avenue. We ask that interested parties please attend this informational meeting.

Please feel free to call me at (419) 885-8965 with any questions. Our office is open Monday through Friday, 8:00 am to 4:30 pm should you wish to speak with me in person as well.

Sincerely,

Joseph E. Shaw, P.E., P.S.
Deputy Director of Public Service

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

C.

Board of Architectural Review

Minutes of the regular meeting of March 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 present.

Mr. Arnold moved, Mr. McCann seconded to approve the Minutes of the February 14, 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. 11-2018 requested by Karrie Brock of Fast Signs for St. Joseph Catholic Church, 5373 Main Street, Sylvania, Ohio 43560. Application is for a new monument sign cabinet. Ms. Karrie Brock present and stated that the new cabinet would contain and LED message center. Sign is 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. Vote being: McCann, Marciniak, Arnold, Stough and Lindsley (5) aye; (0) nay. Motion passed by a 5 to 0 vote.

Item 4 – Building Review – app. no. 12-2018 requested by Brian Bettinger of Van Tassel Construction Corp. for Dr. Azonovitz, Progressive Wellness, 7640 Sylvania Avenue, Sylvania, Ohio 43560. Application is for an exterior building renovation. Mr. Kip Van Tassel was present and stated that the renovation is to install a new exit door and sidewalk and that it would match the existing building. Mr. Marciniak moved, Mr. McCann seconded, to approve the building design 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 – Building Review – app. no. 13-2018 requested by Father Ayman Kfouf and Donna Riesen for St. Elias Church, 4940 Harroun Road, Sylvania, Ohio 43560.

Mayor Stough stated that there is an item on the Planning Commission agenda, which has been referred from Council, that is related to this project. He suggested that the Planning Commission meeting be convened so that the meetings may run concurrently so that that the items can be heard at the same time.

Mr. Lindsley called the Planning Commission meeting to order.

Ms. Donna Shroyer Riesen of Little Miracles Montessori and Mr. Scott Heacock, Architect and Mr. John Silva of St. Elias Church were present. Ms. Donna Schroyer-Riesen of Little Miracles Montessori School, Mr. Scott Heacock, project architect and John Silva of St. Elias Church were present. Application is for exterior building review of a new building.

Mr. Arnold moved, Mr. McCann seconded, to approve the building design 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. 14-2018 requested by Father Ayman Kfouf and Donna Riesen for Little Miracles Montessori School, Sylvania, Ohio 43560. Ms. Donna Schroyer-Riesen of Little Miracles Montessori School, Mr. Scott Heacock, project architect and John Silva of St. Elias Church were present.
Application is for new wall sign. Ms. Riesen stated that the sign would be unlit and that it would match the sign on the other school building. 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.

The Planning Commission meeting was adjourned.

Item 7 – Building Review, app. no. 15-2018 requested by Matt Dewood for 6632 Maplewood, LLC, 6632 Maplewood, Sylvania, Ohio 43560. Mr. Ivan Ilivd present. Application is for an exterior building renovation. Mr. Ilivd presented a sample board. He explained that the brick on the building would be painted an off white color, the trim would be painted a dark gray color and that the existing windows would be trimmed in a dark gray wood. Mr. Arnold moved, Mr. McCann seconded, to approve the building design 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. Marciniak seconded to adjourn the meeting. All present voted aye. Meeting adjourned.

Submitted by,

Debra Webb, Secretary
Municipal Planning Commission

D.

Sylvania Municipal Planning Commission

Minutes of the regular meeting of March 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 present.

Mr. Arnold moved, Mr. McCann seconded to approve the Minutes of the February 14, 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 – Council Referral - Special Use Permit Amendment – app. no. 1-2018, St. Elias Church, 4940 Harroun Road, Sylvania, Ohio 43560. Ms. Donna Schroyer-Riesen of Little Miracles Montessori School, Mr. Scott Heacock, project architect and John Silva of St. Elias Church were present. Mr. Scott Heacock stated that the new building would be 5581 sq ft and that together, with the existing school building, will total 4.66% of the site and that the new building would be 7 ft. from the side yard and 43 ft. from the rear yard and that the neighboring residences are located at the rear of the property. Mr. Burns said that that building would meet the City's setback requirements. Ms. Schroyer-Riesen said that the school would occupy both buildings. Mayor Stough stated that once the Planning Commission makes their recommendation to Council, a public hearing will be set and that the surrounding properties will be served notice of the hearing and that will give them the opportunity to voice any concerns that they may have. Mr. Burns suggested that the Planning Commission should make their recommendation conditional upon meeting the requirements of the City in their site plan review dated February 26, 2018. Mr. Marciniak moved, Mr. Arnold seconded, to recommend to City Council to approve the amendment to the Special Use Permit as requested subject to the City's site plan review. Vote being: McCann, Marciniak, Arnold, Stough and Lindsley (5) aye; (0) nay. Motion passed by a 5 to 0 vote.

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

Submitted by,

Debra Webb

Debra Webb, Secretary
Municipal Planning Commission

E.

City of Sylvania
Bank Reconciliation
February 2018

Ending balance for Jan 2018	23,766,178.73
Add: Monthly Receipts	5,089,708.70
Subtotal	$ 28,855,887.43
Less: Monthly Disbursements	4,247,353.46
Ending balance for Feb 2018	$ 24,608,533.97
Less:	
CD Metamora Bank	$ (2,081,574.53)
Star Ohio	(78,485.12)
Petty Cash (1)	(2,050.00)
Cemetery Savings	(1,062.86)
Toledo Community Fund	(31,803.18)
Key Bank Securities	(8,148.18)
5/3rd Securities	(8,171,434.66)
SJS Account	(5,568,502.95)
Morgan Stanley Investment	(2,094,429.33)
First Federal Bank (CD)	(2,000,000.00)
Key Bank (CD)	(1,000,000.00)
Sylvania Township Bonds	(375,000.00)
	$ 3,196,043.16
Less:	
Bank Adj	(0.10)
Utility ACH adj	0.02
	$ 3,196,043.08

(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
Divisiion of Forestry	150.00
Petty Cash Balance	$ 2,050.00

BANK BALANCE

EOM 5/3rd Bank Balance	$ 3,526,557.80
Deposit in Transit:	
Income Tax	9,768.14
Subtotal	$ 3,536,325.94
Less: Outstanding Checks (2)	340,282.86
Adjusted Bank Balance	$ 3,196,043.08

(2)

Jan Outstanding Checks	$ 106,094.23
Checks written this month	1,011,671.80
Voided ck # 71344	(85.50)
Subtotal	$ 1,117,680.53
Checks Cleared this month	(777,397.67)
Feb Outstanding Checks	$ 340,282.86

Toby Schroyer
Director of Finance, City of Sylvania