

Sylvania City Council

March 18, 2019

6:30 p.m. Public Hearing
Designated Outdoor Refreshment Area

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 Mrs. Westphal.
3. Additions to the agenda.
4. Approval of the Council meeting minutes of March 4, 2019.
5. Report on Public Hearing regarding the DORA from 6:30 p.m.
6. Report of Zoning Ordinance Amendment application ZA-1-2018, for property located at 4713 King Road from Bruce J. Fondren, Sr.
7. 2019 Sidewalk Replacement Program.
 - a. Service Director's report on bids.
 - b. Proposed Ordinance No. 25-2019, Accepting proposal of Jennite Company for 2019 Sidewalk Replacement Program.
8. Court Security - Level III Impact Resistant Glass.
 - a. Service Director's report on project.
 - b. Proposed Ordinance No. 26-2019, Accepting the proposal of Interstate Commercial Glass & Door for the installation of Court Security-Level III Impact Resistant Glass at the Sylvania Municipal Court.
9. Dunkin' Donuts Right-of-Way License Agreement.
 - a. Service Director's report on agreement.
 - b. Proposed Ordinance No. 27-2019, Granting a License to Anay Donuts, d/b/a Dunkin Donuts to enter a portion of City owned right-of-way to install and maintain a drive through.
10. Ohio House Bill 62, Ohio Motor Fuel Tax.
 - a. Ohio Municipal League e-mail.
 - b. Proposed Resolution No. 5-2019, Resolution supporting Ohio House Bill 62 and the proposed increase in the Ohio Motor fuel tax of \$0.18 per gallon.

11. Obsolete items from the Parks Department to be offered for auction on GovDeals.com.
12. Committee reports.
13. Committee referrals.

INFORMATION

- A. February 2019 Bank Reconciliation.
- B. Board of Architectural Review minutes from March 13, 2019.
- C. Municipal Planning Commission minutes from March 13, 2019.

Minutes of the Meeting of Council
March 4, 2019

The Council of the City of Sylvania, Ohio met in regular session on March 4, 2019 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; (6) present; Mary Westphal; (1) absent.

Roll call:
Westphal;
absent, excused.

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

Pledge of
Allegiance.

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

The following items were added to the agenda:

- 3a. Election of President Pro Tem.
- 13c. Schedule a Street Committee meeting.
- 13a. Schedule a Committee of the Whole meeting.

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

Agenda
approval.

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

Mrs. Husman presented the February 19, 2019 meeting minutes. Mrs. Husman 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 19, 2019 be approved; roll call vote being: Frye, Haynam, Husman, Luetke, Richardson, Cappellini, (6) yeas; (0) nays. The motion carried.

Approval of the
February 19
meeting
minutes.

Mr. Luetke moved, Mrs. Husman seconded to allow Mr. Frye to push back from the table due to conflict of interest for agenda items 5 & 6. Roll call vote being: Cappellini, Haynam, Husman, Richardson, Luetke, (5) yeas; (0) nays. The motion carried.

Mr. Frye, push
back from table
due to conflict
of interest .

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

Law Director Brinning provided information on the Video Service Authorization Agreement with Buckeye Cablevision, Inc. Mrs. Husman presented and read aloud by title only, proposed Ordinance No. 19-2019, "Determining the Video Provider Fee to be paid by a Video Service Provider offering Video Service in the City pursuant to a Video Service Authorization; authorizing the Director of Public Service to give Notice to the Video Service Provider of the Video Service Provider Fee; and declaring an emergency." Mrs. Husman moved, Mr. Haynam seconded, that Council dispense with the Second and Third Reading of said Ordinance; roll call vote being: Richardson, Luetke, Cappellini, Haynam, Husman, (5) yeas; (0) nays. The motion carried.

Ordinance No.
12-2019, "...
Determining
Video Provider
Fee...Service
Authorization
Agreement-
Buckeye
Cablevision,
Inc.

Minutes of the Meeting of Council
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Mrs. Husman moved, Mr. Luetke seconded, that Ordinance No. 19-2019 be enacted as an emergency measure as declared therein; roll call vote being: Luetke, Richardson, Cappellini, Haynam, Husman, (5) yeas; (0) nays. The motion carried.

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

Mrs. Husman presented and read aloud by title only, proposed Ordinance No. 20-2019, "Authorizing the Mayor and Director of Finance to enter into an Agreement with Volunteer Energy Services, Inc. to act as the City's Natural Gas Aggregation Supplier for a twenty-four (24) month period beginning in May, 2019 and ending in April 2021; 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, Cappellini, (5) yeas; (0) nays. The motion carried.

Ordinance No.
20-2019;
"Authorizing
...Volunteer
Energy Svcs,
Inc. as City's
Natural Gas
Aggregation
Supplier...2 yrs.

Mrs. Husman moved, Mr. Haynam seconded, that Ordinance No. 20-2019 be enacted as an emergency measure as declared therein; roll call vote being: Haynam, Husman, Luetke, Richardson, Cappellini, (5) yeas; (0) nays. The motion carried.

Mr. Frye returned to the table.

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

Mr. Frye presented and read aloud by title only, proposed Ordinance No. 21-2019, "Authorizing the Mayor and Director of Finance to enter into an agreement on behalf of the City of Sylvania between the City of Sylvania and the Board of Lucas County Commissioners for the Suburban Court Services Program; agreeing to participate in funding a portion of the local share for Suburban Courts' Services; appropriating \$25,000 therefore; and declaring an emergency." Mr. Frye moved, Mrs. Husman seconded, that Council dispense with the Second and Third Reading of said Ordinance; roll call vote being: Haynam, Husman, Luetke, Richardson, Cappellini, Frye; (6) yeas; (0) nays. The motion carried.

Ordinance No.
21-2019;
"...Suburban
Court Services
Program..."

Mr. Frye moved, Mr. Luetke seconded, that Ordinance No. 21-2019 be enacted as an emergency measure as declared therein; roll call vote being: Husman, Luetke, Richardson, Cappellini, Frye, Haynam, (6) yeas; (0) nays. The motion carried.

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

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March 4, 2019

Service Director's report on the River Trail Phase 1 Mitigation Monitoring was placed on file. Mrs. Cappellini presented and read aloud by title only, proposed Ordinance No. 22-2019, "Authorizing the Mayor and Director of Finance to accept the proposal of Smithgroup JJR to provide mitigation monitoring services for River Trail Phase 1; appropriating funds therefore in an amount not to exceed \$4,950; and declaring an emergency." Mrs. Cappellini moved, Mr. Haynam seconded, that Council dispense with the Second and Third Reading of said Ordinance; roll call vote being: Frye, Luetke, Cappellini, Haynam, Husman, Richardson, (6) yeas; (0) nays. The motion carried.

Ordinance No. 22-2019;
"...River Trail Phase I mitigation monitoring svc-Smithgroup JJR..."

Mrs. Cappellini moved, Mr. Haynam seconded, that Ordinance No. 22-2019 be enacted as an emergency measure as declared therein; roll call vote being: Luetke, Richardson, Cappellini, Haynam, Husman, Frye, (6) yeas; (0) nays. The motion carried.

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

Service Director's report requesting to bid the Woodstream Farms Resurfacing, Phase 1 project was placed on file. Mr. Richardson moved, Mr. Frye seconded to authorize the clerk to bid the Woodstream Farms Resurfacing, Phase 1 project. Roll call vote being: Richardson, Cappellini, Frye, Haynam, Husman, Luetke, (6) yeas; (0) nays. The motion carried.

Authorize to bid-Woodstream Farms Resurfacing , Phase 1.

Service Director's report on the Woodstream Farms Resurfacing, Phase 1 -Construction Testing contract was placed on file. Mr. Richardson presented and read aloud by title only, proposed Ordinance No. 23-2019, "Accepting the proposal of Bowser-Morner, Inc. to conduct Construction Testing and Geotechnical Engineering for the Woodstream Farms Resurfacing (Phase1) Project; appropriating funds therefore in the amount of \$5,550; and declaring an emergency." Mr. Richardson moved, Mrs. Husman seconded, that Council dispense with the Second and Third Reading of said Ordinance; roll call vote being: Cappellini, Frye, Haynam, Husman, Luetke, Richardson, (6) yeas; (0) nays. The motion carried.

Ordinance No. 23-2019,
"...Construction testing & geotechnical engineering.... Woodstream Farms, Phase 1"

Mr. Richardson moved, Mr. Haynam seconded, that Ordinance No. 23-2019 be enacted as an emergency measure as declared therein; roll call vote being: Luetke, Richardson, Cappellini, Frye, Haynam, Husman, (6) yeas; (0) nays. The motion carried.

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

Minutes of the Meeting of Council
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Service Director's report on the Ohio Domestic Action Workplan Subgrant Application was placed on file. Mrs. Cappellini presented and read aloud by title only, proposed Resolution No. 4-2019, "A Resolution authorizing the Mayor and Director of Finance to file a grant application with the Ohio Environmental Protection Agency; and declaring an emergency." Mrs. Cappellini moved, Mrs. Husman seconded, that Council dispense with the Second and Third Reading of said Resolution; roll call vote being: Richardson, Cappellini, Frye, Haynam, Husman, Luetke, (6) yeas; (0) nays. The motion carried.

Resolution No. 4-2019,
"...grant application with Ohio Environmental Protection Agency..."

Mrs. Cappellini moved, Mr. Haynam seconded, that Resolution No. 4-2019 be enacted as an emergency measure as declared therein; roll call vote being: Cappellini, Frye, Haynam, Husman, Luetke, Richardson, (6) yeas; (0) nays. The motion carried.

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

Service Director's report on the 2019 Pickup Truck purchase was placed on file. Mrs. Cappellini presented and read aloud by title only, proposed Ordinance No. 24-2019, "Authorizing the Mayor and Director of Finance to accept the proposal of Yark Automotive for the provision of a 2019 Pickup Truck for the Division of Parks & Forestry, Department of Public Service; appropriating \$27,286.50 therefore; and declaring an emergency." Mrs. Cappellini moved, Mrs. Husman seconded, that Council dispense with the Second and Third Reading of said Ordinance; roll call vote being: Frye, Haynam, Husman, Luetke, Richardson, Cappellini, (6) yeas; (0) nays. The motion carried.

Ordinance No. 24-2019,
"...provision of 2019 pickup truck ...Parks & Forestry..."

Mrs. Cappellini moved, Mr. Haynam seconded, that Ordinance No. 24-2019 be enacted as an emergency measure as declared therein; roll call vote being: Cappellini, Frye, Haynam, Husman, Luetke, Richardson, (6) yeas; (0) nays. The motion carried.

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

Mr. Frye moved, Mr. Haynam seconded to not request a hearing for a new D-1, D-2 and D3 liquor permit from My Way Bistro LLC, d/b/a My Way Bistro, 5827 Monroe St., Sylvania, OH 43560; roll call vote being: Frye, Haynam, Husman, Luetke, Richardson, Cappellini, (6) yeas; (0) nays. The motion carried.

No hearing for liquor permit ...My Way Bistro, 5827 Monroe St.

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

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Mrs. Husman reported on the Committee of the Whole meeting held on February 22, 2019 to discuss the 2020 budget. Each council member provided input on areas to increase revenue, decrease expenses and other. The committee will address the Streets Capital Improvements, as this is significant in the budget, at a Streets Committee to be scheduled.

COW report
from 2/22/19 re:
2020 Budget.

Mr. Luetke moved, Mr. Haynam seconded to set a Committee of the Whole meeting for April 1, 2019 at 7:00 p.m. to have a discussion on the selection of a company to create the new city logo; roll call vote being: Frye, Haynam, Husman, Luetke, Richardson, Cappellini, (6) yeas; (0) nays. The motion carried.

Set COW mtg;
4/1/19 @ 7:00
p.m. - City
Logo.

Mr. Frye reported on the Safety Committee meeting held on February 25, 2019 that discussed the Designated Outdoor Refreshment Area (DORA). There was review of the Ad Hoc committee findings and discussion on police presence, education of business owners, parklet expenses, and liability insurance.

Safety Com.
Mtg Report
from 2/25/19
Re: DORA.

Mr. Frye moved, Mr. Luetke seconded to set a public hearing for the Designated Outdoor Refreshment Area (DORA) for March 18, 2019 at 6:30 p.m. Roll call vote being: Frye, Haynam, Husman, Luetke, Richardson, Cappellini, (6) yeas; (0) nays. The motion carried.

DORA Public
Hearing set for
3/18/19 at 6:30
p.m.

Mr. Richardson set a Streets Committee meeting to discuss Streets Capital Improvements projects focusing on the 2020 Budget for Monday, March 25, 2019 at 7:30 a.m.; roll call vote being: Cappellini, Frye, Haynam, Husman, Luetke, Richardson, (6) yeas; (0) nays. The motion carried.

Streets Com.
Mtg., set for
3/25/19 @
7:30 a.m.

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

Mr. Luetke moved, Mrs. Cappellini seconded that this meeting adjourn; all present voting yea (6); (0) nays. The motion carried and the meeting adjourned at 8:30 p.m.

Adjournment.

Clerk of Council

Mayor

7a



March 6, 2019

To: The Mayor and Members of Sylvania City Council

Re: **2019 Sidewalk Replacement Program**

Dear Mr. Mayor and Council Members:

We had requested bids from local companies for our 2019 Sidewalk Replacement program and received two bid packages.

The lowest bid was received from the Jennite Company of Toledo, Ohio in the amount of \$25,495.

The program will replace sidewalks raised by street trees throughout the City with a large majority occurring along Westcliffe Court. The budget for the program was more than doubled from previous years per Council's request.

The funds are available in fund 501-7440-51250 and the work will be completed this spring. We recommend award of the 2019 Sidewalk Replacement Program to the Jennite Company in the amount of \$25,495.

Please call if you have any questions.

Sincerely,

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

7b

ORDINANCE NO. 25 -2019

**ACCEPTING THE PROPOSAL OF JENNITE COMPANY AND
AWARDING THE CONTRACT FOR THE 2019 SIDEWALK
REPLACEMENT PROGRAM TO SAME; AUTHORIZING THE
EXPENDITURE FOR THE IMPROVEMENTS IN THE AMOUNT OF
\$25,495; APPROPRIATING FUNDS THEREFORE; AND DECLARING
AN EMERGENCY.**

WHEREAS, plans for the 2019 Sidewalk Replacement Project have been completed and are now on file with the Clerk of this Council; and,

WHEREAS, the Director of Public Service, by report dated March 6, 2019, stated that he requested proposals from local companies for the 2019 Sidewalk Replacement Program and the following proposals were received:

<u>COMPANY</u>	<u>PRICE</u>
Jennite Company	\$ 25,495.00
Scott's Quality Concrete	29,317.09

WHEREAS, the two (2) proposals offered by the above companies meet all of the City's specifications and the Director of Public Service, by report dated March 6, 2019, has recommended acceptance of the lowest proposal submitted by Jennite Company and that the contract for the 2019 Sidewalk Replacement Program be awarded to same.

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 Jennite Company, Toledo, Ohio for said 2019 Sidewalk Replacement Program, in the amount of Twenty-Five Thousand Four Hundred Ninety-Five Dollars (\$25,495.00), is hereby determined to be the lowest and best proposal received and the same is hereby accepted.

SECTION 2. That the Mayor and Director of Finance be, and hereby are, authorized and directed to execute a contract with the company named in Section 1 above for the furnishing of such labor and materials in accordance with said proposal.

SECTION 3. That to provide funds for said improvements hereby authorized, there is hereby appropriated from the **SPECIAL ASSESSMENT-TREE FUND** from funds therein not heretofore appropriated to **Account No. 501-7440-51250, Contract Labor**, the total sum of Twenty-Five Thousand Four Hundred Ninety-Five Dollars (\$25,495.00).

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 proposal of Jennite Company should be accepted immediately so as to provide for the commencement of the 2019 Sidewalk Replacement Project at the earliest possible time. Provided this Ordinance receives the affirmative vote of five (5) or more members elected to Council, it shall take effect and be in force immediately upon its passage and approval by the Mayor; otherwise, it shall take effect and be in force thirty (30) days after it is approved by the Mayor or as otherwise provided by the Charter.

Vote dispensing with the second and third readings: Yeas _____ Nays _____

Passed, _____, 2019, as an emergency measure.

President of Council

ATTEST:

APPROVED AS TO FORM:

Clerk of Council

Director of Law

APPROVED:

Mayor

Date



DEPARTMENT OF PUBLIC SERVICE

KEVIN G. ALLER, PE DIRECTOR

89

March 18, 2019

To: The Mayor and Sylvania City Council

Re: Courts Impact Resistant Glass

Dear Mr. Mayor and City Council Members:

In June of 2018 the Ohio Supreme Court conducted a Physical Security Assessment of our Municipal Court building.

One of the concerns addressed was the lack of protection afforded to the clerks due to the open front counter. The report recommends the installation of a barrier and Judge Bonfiglio has requested bullet resistant glass.

We requested quotes from three nearby glass companies to provide Level III Impact Resistant glass. Interstate Commercial Glass & Door submitted the only quote with a cost of \$49,511 to complete the work.

Interstate has been in business for eighteen years in Northwood, Ohio and their company is well-respected. We recommend approval to move forward with this project in the amount of \$49,511 to Interstate Commercial Glass & Door.

Please call if you have any questions.

Sincerely,

Kevin G. Aller, P.E.

Director of Public Service

KGA/dsw



DEPARTMENT OF PUBLIC SERVICE

TIMOTHY S. BURNS, ZONING ADMINISTRATOR

Project: Courts Impact Resistant Glass

Type: Level III Glass

Location:

City of Sylvania Courthouse

6700 Monroe Street

Lobby Cash Counter and Court Check in

There were three contractors solicited for bid.

- Interstate Commercial Glass & Door \$49,511.00
- A&D Glass and Mirror – Came to measure but never turned in a proposal
- Clear View Tinting & Glass – did not provide a proposal. Could only provide up to Level II Glass

ORDINANCE NO. 26-2019

ACCEPTING THE PROPOSAL OF INTERSTATE COMMERCIAL GLASS & DOOR FOR THE INSTALLATION OF LEVEL III IMPACT RESISTANT GLASS AT THE SYLVANIA MUNICIPAL COURT; AUTHORIZING THE MAYOR AND DIRECTOR OF FINANCE TO ACCEPT THE PROPOSAL ON BEHALF OF THIS CITY; APPROPRIATING FUNDS THEREFORE IN THE AMOUNT OF \$49,511; AND DECLARING AN EMERGENCY.

WHEREAS, last June, the Ohio Supreme Court conducted a Physical Security Assessment of the Sylvania Municipal Court; and,

WHEREAS, as a result of that assessment, the Ohio Supreme Court recommended that a barrier be installed at the front counter and Judge Bonfiglio has requested impact resistant glass be installed;

WHEREAS, the Director of Public Service, by report dated March 18, 2019, has indicated that quotes were requested from three local glass companies to provide Level III Impact Resistant glass with only Interstate Commercial Glass & Door responding; and,

WHEREAS, the Director of Public Service, in a report dated March 18, 2019, has recommended that the proposal of Interstate Commercial Glass & Door to provide Level III Impact Resistant Glass at the Sylvania Municipal Court at a cost of Forty-Nine Thousand Five Hundred Eleven Dollars (\$49,511.00), 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 Interstate Commercial Glass & Door, to provide and install Level III Impact Resistant Glass at the Sylvania Municipal Court be, and the same hereby is, accepted and approved, and the Mayor and Director of Finance are hereby authorized to evidence the acceptance of such proposal on behalf of this City.

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

SECTION 3. That, to provide funds for said services hereby authorized, there is hereby appropriated from the **CAPITAL IMPROVEMENT FUND** from funds therein not heretofore appropriated, to **Account No. 405-7740-52121, General Supplies** the amount of Forty-Nine Thousand Five Hundred Eleven Dollars (\$49,511.00).

SECTION 4. That the Director of Finance of this City be, and he hereby is, authorized to draw his warrant or warrants for the purposes of paying for the services rendered under said proposal and agreement hereby authorized, upon proper voucher or vouchers therefore duly approved by the Director of Public Service who shall certify as to which of said accounts the several payments shall be charges within the appropriation hereinabove made.

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 impact resistant glass should be installed immediately. Provided this Ordinance receives the affirmative vote of five (5) or more members elected to Council, it shall take effect and be in force immediately upon its passage and approval by the Mayor; otherwise, it shall take effect and be in force thirty (30) days after it is approved by the Mayor or as otherwise provided by the Charter.

Vote dispensing with the second and third readings: Yeas _____ Nays _____

Passed, _____, 2019, as an emergency measure.

President of Council

ATTEST:

APPROVED AS TO FORM:

Clerk of Council

Director of Law

APPROVED:

Mayor

Date

9a



DEPARTMENT OF PUBLIC SERVICE

KEVIN G. ALLER, PE DIRECTOR

March 14, 2019

To: The Mayor and Sylvania City Council

Re: Dunkin' Donuts License Agreement

Dear Mr. Mayor and City Council Members:

The new Dunkin' Donuts in Sylvania is to be located at 5649 West Alexis Road. A portion of the drive-thru driveway is located within the public right-of-way. This is an existing condition, not one created by the new owners.

However, we do believe that we should provide a license agreement for the right-of-way occupation as we have in similar situations.

We have reviewed the site plan and recommend approval of the license agreement with Dunkin' Donuts.

Please call if you have any questions.

Sincerely,

Kevin G. Aller, P.E.

Director of Public Service

LICENSE AGREEMENT

This License Agreement is entered into between Anay Donuts, Inc., d/b/a Dunkin Donuts, Sylvania, Ohio 43560 and the City of Sylvania, 6730 Monroe Street, Sylvania, OH 43560. The purpose of this License Agreement is to permit Dunkin Donuts install and maintain a drive through over public right-of-way. The License Agreement is made subject to the conditions set forth below.

I. ACCESS

1. Dunkin' Donuts shall have access to the area described as

II. SCOPE OF LICENSE

This License Agreement gives Dunkin' Donuts the right to enter onto the property for the following purpose(s):

1. Installation and maintenance of a driveway, as shown on the attached "Exhibit A" in the manner and design shown therein.
2. The City shall have the right to enter the right-of-way License Area to repair, alter or replace existing or proposed utilities in the right-of-way. Any costs for replacement of pavement or other surface items resulting from said work shall be borne by Dunkin Donuts.

III. SITE CONDITION

Dunkin' Donuts shall conduct its activities in a manner so as to minimize the disturbance to existing site conditions. Any disturbance to the property resulting from Dunkin' Donuts' activities shall be repaired or corrected at the expense of Dunkin' Donuts promptly.

IV. INDEMNITY

1. Dunkin' Donuts will indemnify and hold harmless the City of Sylvania from all actions, claims, demands, liabilities, and damages which may be imposed on or incurred by the City of Sylvania as a consequence of any act or omission on the part of Dunkin' Donuts, or anyone acting on behalf of Dunkin' Donuts, in the exercise of its rights under this License Agreement.
2. In the performance of its obligation hereunder, Dunkin' Donuts will observe any and all local, state, and federal safety, health and environmental regulations which may be applicable. Dunkin' Donuts shall indemnify the City of Sylvania from any losses, damages, claims or demands of whatever nature which might arise as a result of Dunkin' Donuts' failure to observe any applicable safety, health, and environmental regulations.

V. GOVERNING LAW

The law of the State of Ohio shall apply to the interpretation of this License Agreement and to the resolution of any disputes arising out of the matter set forth herein.

VI. TERM OF LICENSE AGREEMENT

This License Agreement shall be effective on March 1, 2019 and shall continue in effect until the City of Sylvania terminates said License.

VII. TERMINATION OF LICENSE AGREEMENT

Either party may terminate this License Agreement prior to the expiration of the term set forth in Section VI above if the other party violates any condition of the License Agreement. Any termination hereunder shall be effective thirty (30) days after written notification to the other party of such termination.

VIII. ASSIGNABILITY

This License Agreement is binding upon the parties, their successors in title or interest, assignees, and heirs.

Dated this 6th day of March, 2019.

DUNKIN' DONUTS

By Tapan Patel



CITY OF SYLVANIA

By Craig A. Stough, Mayor

By Toby Schroyer, Director of Finance

STATE OF OHIO, COUNTY OF LUCAS, ss:

Before me appeared Craig A. Stough, Mayor and Toby Schroyer, Director of Finance on behalf of the City of Sylvania, a Municipal Corporation, who acknowledged that the execution of this License Agreement was their free act and deed, and the free act and deed of said Municipal Corporation this _____ day of _____, 2019.

Notary Public

STATE OF OHIO, COUNTY OF LUCAS, ss:

Before me appeared Tapan Patel of Dunkin' Donuts, who acknowledged that the execution of this License Agreement was his free act and deed, and the free act and deed of said company this 6 day of March, 2019.



Notary Public

This Instrument Prepared By:
Leslie B. Brinning, Director of Law
City of Sylvania
6730 Monroe Street
Sylvania, OH 43560
(419) 885-7865
Fax: (419) 882-8927



PETER OLEKSIW
Notary Public, State of Ohio
My Comm. Expires Nov. 29, 2021
Recorded in Cuyahoga County



**jeffery a. scott
architects p.c.**

SITE DATA
 ZONED: D-1-B LIMITED BUSINESS DISTRICT
 PARKING:
 QUANTITY REQUIRED: 1 SPACE PER 100 SQ FT
 3346 SQ FT/ 100 = 34 SPACES REQUIRED
 QUANTITY EXISTING: 26 SPACES INCLUDES 1 EXISTING HANDICAPPED
 1 NEW HANDICAPPED

WE FENCE
AT 11)

NEW CONCRETE RATIO AREA FOR FUTURE
OUTDOOR EATING

ARROWS AND TEXT TO BE
PAINTED TP-01

17'-0"

ALEXIS ROAD

DECORATIVE
(50'-0" DE)

PAVEMENT

EXISTING CURB CUT TO REMAIN

DRAINAGE AREA

FIGURE 6-1 TEMPLATE FOR RECORDING NATIONAL ACCOUNTS, "ABROW" TFOI

[illegible]

350346 Grand River Ave.
Suite 200
Farmington, MI 48336
248-476-8800
JDOOTARCHITECTS.COM

© JDOOT ARCHITECTS 2017

SHEET TITLE

DUNKIN'
DONUTS

[and] [kiss]

NEW CONCRETE INTERVALS
NEW SITE LIGHT POLE
TYPE MD-8
EXISTING LANDSCAPE
AREA TO REMAIN
REMOVE EXISTING CONCRETE
AND NEW GRASS
LANDSCAPE AREA
NEW DRIVE-THRU
WINDOW
NEW 18'X36" GROUND LOOP AT
DRIVE-THRU WINDOW
LOOP CONNECTS TO VEHICLE
DRIVE-THRU WINDOW

[illegible]

	DIRECTIO	NEW BARRIER PE
	DETAIL "L"	
	NEW DI	
	INTERF	
	NEW @P	
	AREA	
	EXISTING DAMB	
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	REPAIR WITH N	
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	LIFE	

ARCHITECTURAL
SITE PLAN -
EXHIBIT A

ALGER DR

CONCRETE SELLERS REFER TO 80-1
DETAIL 141 TYPE 1

NEW YORKMAN CONCRETE CO.
TOP OF SLAB TO BE FLUSH
WITH PAVEMENT REFER TO 80-2

RELINQUE EXISTING ASPHALT
CURE THROUGHOUT, TOP OF SLAB
WITH NEW CONCRETE
CURRING, YTP.

Technical drawing of a car chassis, showing dimensions and components. The drawing includes a side view of the chassis with various parts labeled with letters (A, B, C, D, E, F, G, H, I, J, K, L, M, N, O, P, Q, R, S, T, U, V, W, X, Y, Z) and numbers (1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 12, 13, 14, 15, 16, 17, 18, 19, 20, 21, 22, 23, 24, 25, 26, 27, 28, 29, 30, 31, 32, 33, 34, 35, 36, 37, 38, 39, 40, 41, 42, 43, 44, 45, 46, 47, 48, 49, 50, 51, 52, 53, 54, 55, 56, 57, 58, 59, 60, 61, 62, 63, 64, 65, 66, 67, 68, 69, 70, 71, 72, 73, 74, 75, 76, 77, 78, 79, 80, 81, 82, 83, 84, 85, 86, 87, 88, 89, 90, 91, 92, 93, 94, 95, 96, 97, 98, 99, 100). The drawing also includes a top view of the chassis with dimensions and labels. The text "DONUTS" is visible in the bottom right corner.

[illegible]

NEW CONC CONC UN-45 CONC
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PROJECT: JINKIN' DONUTS
6649 WEST ALEXIS RD.
SYLVANIA OH 43060
PC# 357778

"ARROW TO BE PAINTED
 1924
 CONCRETE BOLLARD INFERIOR TO
 80'-0" DETAIL IN
 (NY)
 EXISTING LANDSCAPE
 AREAS TO REMAIN
 EXISTING CURB
 CUT TO REMAIN

LAND, REFER TO BD-1
CLASH A
EXISTING AND NEW EXISTING
CONCRETE AND ASPHALT
PREFABRICATED
W BARRIER FREE RAMP
REVIEW BOARD SEE BD-2
SECTIONAL SIGN SD-1
CALL TO T.P.
POSTED LIMIT BAR
DETAIL V7

PROPERTY LINE
101-92

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	ISSUED FOR	DATE
CONDOM 7	06/09/2008	
CONDOM 8	10/09/2008	
CONDOM 6	11/08/2008	
TITENIA UPGRADE	04/04/2008	
BY NOW AGREEMENT 2/7/2008		

PHIC REFER TO NATIONAL
W SITE LOUIS POLE,
P. RD-1 DETAIL 101

1-9X4" CONCRETE PAD.

PRINTED TURN PLANT GRAPH
ACCOUNTS TP-04
NEW
TY
NEW 12-9-00

DO NOT SCALE PRINTS
USE PROVIDED DIMENSIONS ONLY

EXISTING CONCRETE
APRON TO REMAIN

EXISTING TRASH ENCLOSURE
TO REMAIN, NEW ENCLOSURE
REFER TO BD-1

CONCRETE BOLLARD
REFER TO BD-1
DETAIL 14 (TYP)

CONTRACTOR TO PROVIDE
ALLOWANCE FOR LANDSCAPE
UPGRADES

BOARD WITHOUT

3-PANEL DRIVE-THRU MENU BOARD
INTERIOR

SIDE NEW MAINTENANCE SHED

RELOCATE EXISTING LANDSCAPING

NEW INTERIOR CORNERSTONE ROADWAY TO TOP OF BLAS TO USE IN PAVEMENT WITH PAYMENT REFER TO RD-2

NEW SPECIAL GROUND LOOP AT MENU BOARD.

18036
ASP-1

EXHIBIT A

AN
 ATTORNEYS FIRM REFERS

PROPOSED SITE PLAN
SCALE 1" = 10'-0"

VEHICLE DETECTOR.
REFER TO SO-1 DETAIL 181

ORDINANCE NO. 27 -2019

GRANTING A LICENSE TO ANAY DONUTS, d/b/a DUNKIN DONUTS TO ENTER A PORTION OF CITY OWNED RIGHT-OF-WAY TO INSTALL AND MAINTAIN A DRIVE THROUGH OVER PUBLIC RIGHT-OF-WAY; AUTHORIZING THE MAYOR AND DIRECTOR OF FINANCE TO SIGN THE LICENSE AGREEMENT; AND DECLARING AN EMERGENCY.

WHEREAS, Anay Donuts, d/b/a Dunkin Donuts has requested a license over a portion of City right-of-way to install and maintain a drive through at 5649 W. Alexis Rd., Sylvania, Ohio; and,

WHEREAS, the granting of said License Agreement as set forth in "Exhibit A" will permit Anay Donuts, d/b/a Dunkin Donuts to properly install and maintain the drive through at 5649 W. Alexis Rd., Sylvania, Ohio.

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

SECTION 1. That the License Agreement set forth above as "Exhibit A" is hereby granted and the Mayor and Director of Finance are hereby authorized to evidence the granting of said License Agreement by signing said Agreement on behalf of this City.

SECTION 2. It is hereby found and determined that all formal actions of this Council concerning and relating to the passage of this Ordinance were adopted in an open meeting of this council, and that all deliberations of this Council and of any of its committees that resulted in such formal action, were in meetings open to the public, in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

SECTION 3. That the Clerk of Council is hereby directed to post a copy of this Ordinance in the Office of the Clerk of Council in the Municipal Building pursuant to ARTICLE III, Section 12, of the Charter of this City.

SECTION 4. That this Ordinance is hereby declared to be an emergency measure necessary for the immediate preservation of the public peace, health, safety, property and welfare and for the further reason that the License should be granted forthwith so as to permit Anay Donuts, d/b/a Dunkin Donuts to install and maintain a drive through. 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, _____, 2019, as an emergency measure.

President of Council

ATTEST:

APPROVED AS TO FORM:

Clerk of Council

Director of Law

APPROVED:

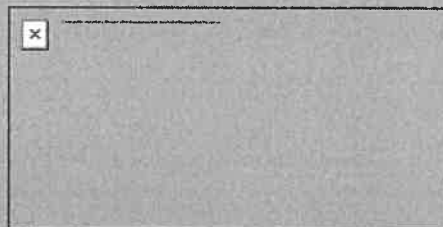
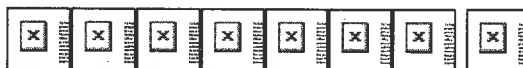
Mayor

Date

10a

Sanford, Bill

From: The Ohio Municipal League <kscarrett@omlohio.org>
Sent: Wednesday, March 13, 2019 2:05 PM
To: Sanford, Bill
Subject: Call To Action: Governor's Gas Tax



Call to Action

March 13, 2019

The Ohio Municipal League encourages members to continue contacting their state Senators in support of Gov. DeWine's initial proposal for an 18-cent gas tax increase. We also encourage our members to urge their city councils to pass formal resolutions supporting the 18-cent gas tax increase. You can find an example of a resolution like this [HERE](#).

It is important that local leaders communicate their support of the Governor's gas tax increase in a timely manner. The Transportation Budget, HB 62, will be voted on by the Senate shortly and sent to the Governor's desk by the end of the month.

For any questions, please contact the League's Director of Communications Ashley Brewster at 614-221-4349 or at abrewster@omlohio.org.

Name	Type	2020 Current	2020 New	2021
Maumee	C	\$561,479	\$969,785	\$995,835
Oregon	C	\$801,544	\$1,384,425	\$1,421,614
Sylvania	C	\$638,951	\$1,103,596	\$1,133,241
Toledo	C	\$8,134,743	\$14,050,315	\$14,427,739
Waterville	C	\$202,834	\$350,335	\$359,745
		\$10,339,551	\$17,858,456	
			73%	
Harding	T	\$90,475	\$151,989	\$156,170
Jerusalem	T	\$90,475	\$151,989	\$156,170
Monclova	T	\$132,287	\$257,359	\$264,470
Providence	T	\$90,475	\$151,989	\$156,170
Richfield	T	\$90,475	\$151,989	\$156,170
Spencer	T	\$90,475	\$151,989	\$156,170
Springfield	T	\$175,190	\$365,479	\$375,597
Swanton	T	\$90,475	\$151,989	\$156,170
Sylvania	T	\$229,619	\$502,646	\$516,578
Washington	T	\$90,475	\$151,989	\$156,170
Waterville	T	\$90,475	\$151,989	\$156,170
		\$1,260,896	\$2,341,396	
			86%	
Harbor View	V	\$3,702	\$6,395	\$6,566
Holland	V	\$65,431	\$113,013	\$116,049
Ottawa Hills	V	\$150,690	\$260,271	\$267,262
Whitehouse	V	\$167,333	\$289,017	\$296,781
Berkey	V	\$13,114	\$22,650	\$23,259
		\$400,270	\$691,346	
			73%	

RESOLUTION NO. 5 -2019**A RESOLUTION OF SYLVANIA CITY COUNCIL SUPPORTING OHIO HOUSE BILL 62 AND THE PROPOSED INCREASE IN THE OHIO MOTOR FUEL TAX OF \$0.18 PER GALLON AND URGING REPRESENTATIVE MERRIN AND SENATOR GAVARONE TO SUPPORT HOUSE BILL 62; AND DECLARING AN EMERGENCY.**

WHEREAS, the City of Sylvania is estimated to receive \$639,000 in the State Fiscal Year of 2020 under the present Ohio Motor Fuel Tax of \$0.28 per gallon; and,

WHEREAS, if the Governor's \$0.18 per gallon increase becomes law, the City of Sylvania is estimated to receive a total of \$1,104,000 in State Fiscal Year 2020 or an increase of \$465,000 in revenue; and,

WHEREAS, this is welcome news for the City of Sylvania and for all local governments the State of Ohio to improve the ability to maintain the local roadway infrastructure and will help offset the loss of Estate Tax Revenue and the reduction in State Local Government funding.

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

SECTION 1. That Sylvania City Council recognizes and supports Ohio House Bill 62 and the proposed increase in the Motor Fuel Tax of \$0.18 per gallon.

SECTION 2. That the Clerk of Council be, and she hereby is, authorized to send a certified copy of this resolution to Rep. Derek Merrin and Sen. Theresa Gavarone.

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 further reason that the immediate adoption of this Resolution is needed in order to support Ohio House Bill 62 at the earliest possible time. Provided this Resolution receives the affirmative vote of five (5) or more members elected to Council, it shall take effect and be in 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, _____, 2019, as an emergency measure.

President of Council

ATTEST:

APPROVED AS TO FORM:

Clerk of Council


Director of Law

APPROVED:

Mayor

Date

Memo

To: The Mayor and City Council
From: Kevin G. Aller, Director of Public Safety/Service 
Date: 3/14/2019
Re: Obsolete Equipment

Council Members,

The following equipment is no longer of use in the Parks Department and we request authorization to post it for sale on GovDeals. Should the equipment fail to sell, it will be disposed of.

2005 Salt Dogg Salt Spreader Model SHPE 2000

2004 Rears Mfg. Co. Pul-Tank/Sprayer 500 gallon

1995 Royer Soil Shredder-Aerator Model 266

Please call if you have any questions. Thank you.

City of Sylvania

Bank Reconciliation

February 2019

A

Ending balance for January 2019	25,585,181.69
Add: Monthly Receipts	<u>1,771,720.15</u>
Subtotal	\$ 27,356,901.84
Less: Monthly Disbursements	<u>1,836,928.51</u>
Ending balance for February 2019	\$ 25,519,973.33

Less:

CD Metamora Bank	\$ (2,112,763.72)
Star Ohio	(80,168.74)
Petty Cash (1)	(2,050.00)
Cemetery Savings	(1,062.86)
Toledo Community Fund	(31,803.18)
Key Bank Securities	(8,155.46)
5/3rd Securities	(7,792,630.19)
SJS Account	(5,655,403.32)
Morgan Stanley Investment	(200,000.00)
USB Financial	(3,932,817.59)
First Federal Bank (CD)	(2,031,013.65)
Key Bank (CD)	(1,014,895.83)
Sylvania Township Bonds	(305,000.00)
	\$ 2,352,208.79

Voided Ck#73654, dtd 2/20/19	237.50
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	\$ 2,352,446.29
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(1)

Division of Public Service	\$ 150.00
Department of Finance	100.00
Division of Water	600.00
Division of Police	200.00
Municipal Court	700.00
Division of Taxation	150.00
Division of Forestry	150.00

Petty Cash Balance	\$ 2,050.00
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BANK BALANCE

EOM 5/3rd Bank Balance	\$ 2,386,556.74
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Deposit in Transit:

Income Tax	681.77
General Deposit	12,382.64

Subtotal	\$ 2,399,621.15
----------	-----------------

Less: Outstanding Checks (2)	47174.86
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Adjusted Bank Balance	\$ 2,352,446.29
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(2)

January Outstanding Checks	\$ 77,634.22
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Checks written this month	783,916.35
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Subtotal	\$ 861,550.57
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Checks Cleared this month	<u>(814,375.71)</u>
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February Outstanding Checks	\$ 47,174.86
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Toby Schroyer
Director of Finance, City of Sylvania

B

Board of Architectural Review

Minutes of the regular meeting of March 13, 2019. Mr. McCann called the meeting to order.

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

Mr. Arnold moved, Mr. Marciniak seconded to approve the Minutes of the February 13, 2019, meeting as submitted. Vote being: Stough, Arnold, Marciniak and McCann (4) aye; (0) nay. Motion passed by a 4 to 0 vote.

Item 3 – Building Review – app. no. 14-2019 requested by David Harper of AA Boos & Sons for the Ability Center of Greater Toledo, 5605 Monroe Street, Sylvania, Ohio 43560. Jack Parion and Timothy Harrington of the Ability Center were present along with Mr. Harper. Application is for a building design review. There was discussion about the color choice of red being used on the building as most of the other buildings in the area are earth toned. Mr. Parion and Mr. Harper said that other than the back corner, the building would not be visible from the street. Mr. Marciniak moved, Mr. Arnold seconded, to grant a Certificate of Appropriateness for the building design shown in the drawing submitted with the application. Vote being: Stough, Arnold, Marciniak and McCann (4) aye; (0) nay. Motion passed by a 4 to 0 vote.

Item 4 – Regulated Sign – app. no. 15-2019 requested by Nabil Shaheen of Sign Design USA for Great Lakes Vacuum, 5577 Monroe Street, Sylvania, Ohio 43560. Mr. Shaheen was present. Application is for a new wall sign. The sign has already been installed. Mr. McCann said that he saw the sign and thought that it looked good. Sign 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: Stough, Arnold, Marciniak and McCann (4) aye; (0) nay. Motion passed by a 4 to 0 vote.

Item 5 – Regulated Sign – app. no. 16-2019 app. no. 16-2019 requested by Mark Wnukoski of Allen Industries for Dunkin Donuts, 5649 Alexis Road, Sylvania, Ohio 43560. Ms. Leia Medere of Allen Industries was present. Application is for two new wall signs. Mr. Burns said that the City code allows for wall signs on two building faces when the property is located on a street corner. He added that the second wall sign will not be facing a street side, but that there is nothing in the code that prohibits that. Signs are 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: Stough, Arnold, Marciniak and McCann (4) aye; (0) nay. Motion passed by a 4 to 0 vote.

Item 6 – Regulated Sign – app. no. 17-2019 requested by Leia Medere of Allen Industries for Promedica, 5200 Harroun Road, Sylvania, Ohio 43560. Ms. Medere was present. Application is for three new monument sign and two new wall signs. Ms. Medere explained that two of the new monument signs will be replaced with signs of the same size and one of the signs will be smaller than the existing signs. The two wall signs will be adding wording to the existing wall signs to become compliant with state requirements. Mr. Burns said that the City has had several meetings with the applicant; that variances had been previously granted on the existing signs, and an agreement had been reached that would allow the applicant to become compliant

Board of Architectural Review
Minutes of the March 13, 2019 Meeting
Page 2

with the state requirements while staying within the variances that had been previously granted. He added that the applicant had worked with the City by reducing the originally requested size of the signs. 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. Vote being: Stough, Arnold, Marciniak and McCann (4) aye; (0) nay. Motion passed by a 4 to 0 vote.

Mr. McCann asked if there were any additions.

Mr. Burns provided an update to the Board on app. no. 8-2019, requested by Nabil Shaheen of Sign Dezin USA for Advanced Billing & Computing, 5151 Main Street, Sylvania, Ohio 43560. The sign requested in the application was denied at the February 13, 2019 meeting. Mr. Burns said the City is going to issue a temporary sign permit to allow the sign, that has already been installed, to remain for one year while the owner of the property works on a plan to renovate the building and eliminate the raceway signs by creating a system that will allow the tenants to install signs that are compliant with the City's sign code.

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

Submitted by,

A handwritten signature in black ink, appearing to read "Debra Webb". The signature is fluid and cursive, with the first name "Debra" and last name "Webb" clearly distinguishable.

Debra Webb, Secretary
Municipal Planning Commission

C

Sylvania Municipal Planning Commission

Minutes of the regular meeting of March 13, 2019. Mr. McCann called the meeting to order.

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

Mr. Arnold moved, Mr. Marciniak seconded to approve the Minutes of the February 13, 2019, meeting as submitted. Vote being: Stough, Arnold, Marciniak and McCann (4) aye; (0) nay. Motion passed by a 4 to 0 vote.

Item 3 Lot Splits – Apps. Nos. 1-2019 submitted by George Oravec of Oravec and Associates, LLC for Kingston Care Center of Sylvania, 4119 King Road (Parcel 1-A), Sylvania, Ohio 43560; 2 – 2019 submitted by George Oravec of Oravec and Associates, LLC for Kingston Care Center of Sylvania, 4119 King Road (Parcel 1-B), Sylvania, Ohio 43560 and App. No. 3-2019, submitted by George Oravec of Oravec and Associates, LLC for Kingston Residence of Sylvania, 4125 King Road, Sylvania, Ohio 43560.

Mr. Oravec explained that the first lot split is to give property from the southern property, owned by Kingston Care Center, to the northern property, owned by Kingston Residence, to allow for the expansion of the existing dining area.

Mr. Oravec explained that the second lot split is to give property from the southern property, owned by Kingston Care Center, to the northern property, owned by Kingston Residence, to allow for the expansion of the fitness center.

Mr. Oravec explained that the third lot split is to give property from the northern property, owned by Kingston Residence, to the southern property, owned by Kingston Care Center, to balance the property that split off and given to them in lot splits numbers 1-2019 and 2-2019; and that this lot split is for bank and loan driven purposes.

Mr. Marciniak moved, Mr. Arnold seconded to approve lot splits nos. 1-2019, 2-2019 and 3-2019 inclusive of the comments given by Joe Shaw in his review of the lot splits, dated March 4, 2019. Mr. Oravec was asked if he was given a copy of Joe Shaw's comments. Mr. Oravec said he had; and that he believed that the changes had already been made. Vote being: Marciniak, Arnold, Stough and McCann (4) aye; (0) nay. Motion passed by a 4 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