

**Sylvania City Council**  
July 15, 2019

**7:00 p.m. Committee of the Whole**  
New City Logo

**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. Cappellini.
3. Additions to the agenda.
4. Approval of the Council meeting minutes of June 17, 2019.
5. Annual Assessment Ordinances:
  - a. Proposed Ordinance No. 55-2019, Assessing a special tax for tree maintenance, etc.
  - b. Proposed Ordinance No. 56-2019, Assessing a special tax for ditch maintenance, etc.
  - c. Proposed Ordinance No. 57-2019, Assessing a special tax for street lighting.
6. Brookhill Court Improvements Project.
  - a. Service Director's report on Change Order No. 1 (Final).
  - b. Proposed Ordinance No. 58-2019, Authorizing to approve Change Order No. 1 (Final) to agreement with Ed Kelly & Sons, Inc.
7. Ohio Department of Transportation Municipal Bridge Program Application- Silica Drive over Ten Mile Creek.
  - a. Service Director's report on application.
  - b. Proposed Resolution No. 8-2019, Authorizing to file a Grant Application with the ODOT Municipal Bridge Program for The Silica Drive over Ten Mile Creek.
8. Alexis Road Safety Improvement Project.
  - a. Service Director's report on funds and contract execution.
  - b. Proposed Ordinance No. 59-2019, Authorizing to enter into an agreement between State of Ohio, ODOT for the Alexis Road at Elliot and Acres Road Intersection Improvements.
9. Monroe Street & Harroun Road Improvement Project.
  - a. Service Director' report on professional engineering services proposal.
  - b. Proposed Ordinance No. 60-2019, Accepting the proposal of DGL Consulting Engineers for services for the Monroe Street and Harroun Road Improvements.

10. US23 & Monroe Interchange Improvement Project.
  - a. US-23 Monroe Street Interchange Improvements Funding Matrix.
  - b. Recommended US23 Interchange Improvements.
  - c. Service Director's report on Transportation Alternative Program (TAP).
    - c.1. Proposed Resolution No. 9-2019, A Resolution authorizing to prepare and submit an application to participate in the Transportation Alternatives Grant Program .
  - d. Service Director's report on the Surface Transportation Block Grant Program (STBGP).
    - d.1. Proposed Resolution No. 10-2019, A Resolution authorizing to prepare and submit an application to participate in the Surface Transportation Block Grant Program.
  - e. Service Director's report on the Congestion Mitigation Air Quality (CMAQ).
    - e.1. Proposed Resolution No. 11-2019, A Resolution authorizing to prepare and submit an application to participate in the Congestion Mitigation and Air Quality Grant Program.
11. Proposed Ordinance No. 61-2019, Accepting for Annexation to the City of Sylvania, Ohio, the territory described in Annexation Petition Number 2018-6. (Behind Sylvania & King Road Kroger- 4.282 Acres)
12. Proposed Ordinance No. 62-2019, Authorizing to enter into an agreement for the Regional Addiction Diversion Program with Lucas County Commissioners.
13. Plan Commission's recommendation for the Utility and Ingress/Egress Easements from Davie R. Webb and Diane M. Webb, 0 Colonial Court, Sylvania, Ohio. (Council has scheduled the public hearing for 8/19/19 at 7:00 p.m. No action needed.)
14. Purchase of Dump Truck Body and Snow & Ice Plow Package.
  - a. Service Director's report on purchase.
  - b. Proposed Ordinance 63-2019, Authorizing to accept the proposal of Henderson Products, Inc. for a new dump truck body and snow and ice plow package for the Division of Streets.
15. Report of Zoning Ordinance Amendment application ZA-1-2018, for property located at 4713 King Road from Bruce J. Fondren, Sr.
16. Committee reports.
  - a. Safety Committee meeting held on June 24, 2019.
  - b. Zoning Committee meeting held on July 8, 2019.
  - c. Committee of the Whole held on July 11, 2019.
  - d. Committee of the Whole from this date.
17. Committee referrals.
18. Executive Session for the purpose of possible purchase of real estate.

## **INFORMATION**

- A. Letter from Ohio Department of Public Safety acknowledges receipt of City Ordinance No. 47-2019 imposing a municipal license tax.
- B. June 2019 Cash Report from the Division of Taxation.
- C. June 2019 Bank Reconciliation.
- D. Board of Architectural Review minutes from July 10, 2019.
- E. Municipal Planning Commission minutes from July 10, 2019.

Minutes of the Meeting of Council  
June 17, 2019

The Council of the City of Sylvania, Ohio met in regular session on June 17, 2019 at 7:30 p.m. with Mayor Stough in the chair. Roll was called with the following members present: Katie Cappellini, Mark Frye, Sandy Husman, Mark Luetke, Patrick Richardson, Mary Westphal; (6) present; Doug Haynam, (1) absent.

Roll call:  
Haynam, absent:  
excused.

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

Pledge of  
Allegiance.

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

The following items were added to the agenda:

5a. Paul Hamill, President of Village of Palisades Homeowners Association.

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

Agenda  
approval.

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

Mrs. Westphal presented the June 3, 2019 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 June 3, 2019 be approved; roll call vote being: Frye, Husman, Luetke, Richardson, Westphal, Cappellini, (6) yeas; (0) nays. The motion carried.

Approval of the  
June 3 meeting  
minutes.

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

Mayor Stough presented a Proclamation to Deb Chany, Director of Sylvania Community Action Team on her contributions to the Greater Sylvania community over the last 20 years.

Proclamation to  
Deb Chany,  
Director of  
SCAT.

Mr. Paul Hamill and Mr. Jim Carr, Trustees of the Villas of Palisades Homeowners Association spoke on issues with stray paint balls and noise from Funigans.

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

Mr. Richardson presented and read aloud by title only, the final reading of proposed Ordinance No. 47-2019, "An Ordinance to levy a Municipal Motor Vehicle License Fee pursuant to Ohio Revised Code Section 4504.173." Mr. Richardson moved, Mrs. Westphal seconded, that Ordinance No. 47-2019 be enacted as declared therein; roll call vote being: Husman, Luetke, Richardson, Westphal, Cappellini, Frye, (6) yeas; (0) nays. The motion carried.

Ordinances No.  
47-2019,  
"...levy a  
municipal motor  
vehicle license  
fee..."

Minutes of the Meeting of Council  
June 17, 2019

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

Service Director's report on the Utility and Ingress/Egress Easements-Colonial Court was placed on file. Mr. Luetke moved, Mrs. Husman seconded to refer this matter to the plan commission for review and recommendations. Roll call vote being: Husman, Luetke, Richardson, Westphal, Cappellini, Frye, (6) yeas; (0) nays. The motion carried.

Referral of  
Easements-  
Colonial Ct to  
Plan Comm.

Mr. Luetke moved, Mrs. Husman seconded to set public hearing for August 19, 2019 at 7:00p.m. for the utility and ingress/egress easements-Colonial Court. Roll call vote being: Luetke, Richardson, Westphal, Cappellini, Frye, Husman, (6) yeas; (0) nays. The motion carried.

Set P.H. for  
Easements-  
Colonial Ct  
8-19-19 @  
7:00p.m.

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

Service Director's report on the installation of the Monroe Street and Harroun Road Improvements ODOT LPA Local Let Project Agreement was placed on file. Mr. Richardson presented and read aloud by title only, proposed Ordinance No. 52-2019, "Authorizing the Mayor and Director of Finance of the City of Sylvania, Ohio, to enter into an agreement between the State of Ohio, Department of Transportation and the City of Sylvania for the Monroe Street and Harroun Road Improvement project; and declaring an emergency." Mr. Richardson moved, Mr. Frye seconded, that Council dispense with the Second and Third Reading of said Ordinance; roll call vote being: Richardson, Westphal, Cappellini, Frye, Husman, Luetke, (6) yeas; (0) nays. The motion carried.

Ordinance No.  
52-2019;  
"...Monroe &  
Harroun  
Improvements  
..."

Mr. Richardson moved, Mrs. Westphal seconded, that Ordinance No. 52-2019 be enacted as an emergency measure as declared therein; roll call vote being: Westphal, Cappellini, Frye, Husman, Luetke, Richardson, (6) yeas; (0) nays. The motion carried.

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

Service Director's report on the installation of the Ohio Department of Transportation Agreement No. 33643 (Maintenance of US23) was placed on file. Mr. Richardson presented and read aloud by title only, proposed Ordinance No. 53-2019, "Authorizing the Mayor and Director of Finance to enter into a Memorandum of Agreement No. 33643 between the State of Ohio, Department of Transportation and the City of Sylvania for the Maintenance of US23 within the City limits; and declaring an emergency." Mr. Richardson moved, Mrs. Westphal seconded, that Council dispense with the Second and Third Reading of said Ordinance; roll call vote being: Cappellini, Frye, Husman, Luetke, Richardson, Westphal, (6) yeas; (0) nays. The motion carried.

Ordinance No.  
53-2019,  
"...Agreement  
with  
ODOT...Maint.  
of US23..."

Minutes of the Meeting of Council  
June 17, 2019

Mr. Richardson moved, Mr. Luetke seconded, that Ordinance No. 53-2019 be enacted as an emergency measure as declared therein; roll call vote being: Frye, Husman, Luetke, Richardson, Westphal, Cappellini, (6) yeas; (0) nays. The motion carried.

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

Service Director's report on the Lucas County Hazard Mitigation Plan 2019 was placed on file. Mr. Frye presented and read aloud by title only, proposed Resolution No. 7-2019, "A Resolution adopting the 2019 Revisions to the Lucas County All Natural Hazard Mitigation Plan; and declaring an emergency." Mr. Frye moved, Mrs. Husman seconded, that Council dispense with the Second and Third Reading of said Resolution; roll call vote being: Husman, Luetke, Richardson, Westphal, Cappellini, Frye, (6) yeas; (0) nays. The motion carried.

Resolution No.  
7-2019, "Lu Co.  
All Natural  
Hazard  
Mitigation Plan  
2019...."

Mr. Frye moved, Mrs. Westphal seconded, that Resolution No. 7-2019 be enacted as an emergency measure as declared therein; roll call vote being: Luetke, Richardson, Westphal, Cappellini, Frye, Husman, (6) yeas; (0) nays. The motion carried.

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

The Sylvania Area Chamber of Commerce Street Banner Application was placed on file. Mrs. Husman presented and read aloud by title only, proposed Ordinance No. 54-2019, "Approving the Banner Application of the Sylvania Area Chamber of Commerce; authorizing the Zoning Administrator to indicate such approval on behalf of the City of Sylvania; 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: Richardson, Westphal, Cappellini, Frye, Husman, Luetke, (6) yeas; (0) nays. The motion carried.

Ordinance No.  
54-2019;  
Approving the  
banner app of  
Syl. Chamber of  
Commerce...."

Mrs. Husman moved, Mr. Luetke seconded, that Ordinance No. 54-2019 be enacted as an emergency measure as declared therein; roll call vote being: Westphal, Cappellini, Frye, Husman, Luetke, Richardson, (6) yeas; (0) nays. The motion carried.

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

Law Director Brinning reported that the additional information from Bruce J. Fondren, Sr. on zoning ordinance amendment application ZA-1-2018 has not yet been received due to applicant working with their engineer for final plans. Proposed action on this application will be continued until the July 15, 2019.

Continuation of  
ZA-1-2018  
action until  
July 15, 2019.

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

Minutes of the Meeting of Council  
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Mrs. Westphal reported on the Committee of the Whole meeting held at 7:00 p.m. on this date. There was discussion on the new city logo with Fuller Art House. The logo is in preliminary stage and Ms. Fuller will present the new designs at next date.

COW Mtg  
Report, Re: new  
city logo.

Mrs. Westphal moved, Mrs. Husman seconded to schedule a Committee of the Whole meeting for July 15, 2019 at 7:00 p.m. to further the discussion on the new city logo. Roll call vote being: Frye, Husman, Luetke, Richardson, Westphal, Cappellini, (6) yeas; (0) nays. The motion carried.

COW Mtg:  
7/15/19 @7:00  
p.m. Re: city  
logo.

Mrs. Westphal moved, Mr. Luetke seconded to schedule a Committee of the Whole meeting for July 11, 2019 at 8:00 a.m. to further the discussion on the 2020 Budget relating to Heritage Sylvania. Roll call vote being: Frye, Husman, Luetke, Richardson, Westphal, Cappellini, (6) yeas; (0) nays. The motion carried.

COW Mtg:  
7/11/19 @8:00  
a.m. Re: 2020  
Budget.

Mayor Stough stated there will be a ribbon cutting celebration on Tuesday, June 25th, at 4:30 p.m. for the new Centennial Road sidewalk.

Ribbon cutting:  
Centennial Road  
sidewalk.

Mayor Stough stated all items have been addressed.

Mrs. Westphal moved, Mr. Richardson seconded to adjourn at 8:42 p.m. Roll call vote being: Frye, Husman, Luetke, Richardson, Westphal, Cappellini, (6) yeas; (0) nays. The motion carried.

Adjournment.

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Clerk of Council

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Mayor

**ORDINANCE NO. 55 -2019**

**TO ASSESS A SPECIAL TAX UPON THE LOTS AND LANDS DESCRIBED IN THE SCHEDULE REFERRED TO HEREIN TO PAY A PART OF THE COST AND EXPENSE OF PROVIDING FOR THE REMOVAL AND SPECIAL TREATMENT OF SHADE TREES FOR THE PURPOSE OF CONTROLLING BLIGHT AND DISEASE OF SAME; AND FOR PLANTING, MAINTAINING, TRIMMING AND REMOVING SHADE TREES IN AND ALONG THE STREETS AND WITHIN PUBLIC RIGHT-OF-WAY OF THE CITY FOR THE YEAR ENDING DECEMBER 31, 2019; AND DECLARING AN EMERGENCY.**

WHEREAS, the Council of the City of Sylvania has heretofore, by Ordinance, established one (1) district for the purpose of removing or specially treating therein shade trees for the purpose of controlling the blight and disease of same for the planting, maintaining, trimming and removing shade trees in and along the streets and within public right-of-way of the City of Sylvania during the year 2019, and provided that part of the cost and expense connected with said work in said district in the total amount of Two Hundred Forty-Six Thousand, Two Hundred Fifty-Three and 18/100 (\$246,253.18) shall be levied and assessed in the sum of thirty-five cents (35¢) per front foot upon all lots and lands bounding and abutting upon the streets and public right-of-way in said district as set forth in said Ordinance; and,

WHEREAS, the Clerk of Council has given notice of the passage of the Ordinance creating the Tree District for 2019, and of the estimated assessments on file in the Office of the Clerk of Council; and,

WHEREAS, Council has considered and adjusted all objections to estimated assessments that were properly and timely filed.

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

SECTION 1. That, to pay the cost and expense of the removal or special treatment of certain shade trees for the purpose of controlling the blight and disease and for planting, maintaining, trimming and removing of other shade trees in and along the streets and within public right-of-way of the City of Sylvania described in the schedule as reported by the Clerk of Council for the year ending December 31, 2019, there be, and hereby is assessed, in one (1) installment for 2019, upon the lots and lands bounding and abutting upon the streets and public right-of-way in said district, the several sums shown in the list of assessments, as adjusted if adjusted, and set opposite the description of the respective lots and lands and do hereby determine and declare that said lots and lands are specially benefitted in the amounts so assessed against the same, which amounts and assessments are hereby confirmed and approved.

SECTION 2. That the owners of said several lots and parcels of land shall pay the said sum so assessed as above against their said lots and lands, respectively, in one (1) installment, to the Treasurer of Lucas County, Ohio, at the same time and in the same manner as other taxes are paid, or be subject to the penalty and interest to be paid thereon as provided by law.

SECTION 3. That the Clerk of Council be, and she hereby is, directed to certify said assessments in one (1) installment within twenty (20) days of the passage hereof, to the Auditor of Lucas County, Ohio, to be, by him, placed upon the grand tax duplicate of said County for the year 2019 against said lots and lands, respectively, to be collected at the same time and in the same manner as other taxes are collected.

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 assessments need to be certified immediately so as to meet the deadline for certifying the same to the Auditor and therefore this Ordinance should be effective 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

**ORDINANCE NO. 56 -2019**

**TO ASSESS A SPECIAL TAX UPON THE LOTS AND LANDS  
DESCRIBED IN THE SCHEDULE REFERRED TO HEREIN  
TO PAY A PART OF THE COST AND EXPENSE OF PROVIDING  
FOR THE CONSTRUCTION, MAINTENANCE, REPAIR,  
CLEANING AND ENCLOSING OPEN DRAINAGE DITCHES  
WITHIN THE CORPORATE LIMITS OF THE CITY OF SYLVANIA  
FOR THE YEAR ENDING DECEMBER 31, 2019; AND  
DECLARING AN EMERGENCY.**

WHEREAS, the Council of the City of Sylvania has heretofore, by Ordinance, established one (1) district for the purpose of constructing, maintaining, repairing, cleaning and enclosing open drainage ditches located within the corporate limits of the City of Sylvania during the year 2018, and provided that part of the cost and expense connected with said work in said district in the total amount of Three Hundred Eleven Thousand, Six Hundred Fourteen and 15/100 (\$311,614.15) shall be levied and assessed bases on:

- a) Small Residential (less than 9,900 square feet)=\$15.00 per year;
- b) Large Lot Residential (greater than 9,900 square feet)=\$30.00 per year;
- c) Non-Single Family Residential = \$30.00 per year per 5,000 square feet or impervious area;

as set forth in said Ordinance; and,

WHEREAS, the Clerk of Council has given notice of the passage of the Ordinance creating the Ditch District for 2019 and of the estimated assessments on file in the Office of the Clerk of Council; and,

WHEREAS, Council has considered and adjusted all objections to estimated assessments that were properly and timely filed.

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

SECTION 1. That, to pay a part of the cost and expense of the construction, maintenance, repair, cleaning and enclosing open drainage ditches located within the corporate limits of the City of Sylvania as described in the schedule as reported by the Clerk of Council for the year ending December 31, 2019, there be, and hereby is assessed, in one (1) installment for 2019, upon the lots and lands bounding and abutting upon the streets and public right-of-way in said district, the several sums shown in the list of assessments, as adjusted if adjusted, and set opposite the description of the respective lots and lands and do hereby determine and declare that said lots and lands are specially benefitted in the amounts so assessed against the same, which amounts and assessments are hereby confirmed and approved.

SECTION 2. That the owners of said several lots and parcels of land shall pay the said sum so assessed as above against their said lots and lands, respectively, in one (1) installment, to the Treasurer of Lucas County, Ohio, at the same time and in the same manner as other taxes are paid, or be subject to the penalty and interest to be paid thereon as provided by law.

SECTION 3. That the Clerk of Council be, and she hereby is, directed to certify said assessments in one (1) installment within twenty (20) days of the passage hereof, to the Auditor of Lucas County, Ohio, to be, by her, placed upon the grand tax duplicate of said County for the year 2019 against said lots and lands, respectively, to be collected at the same time and in the same manner as other taxes are collected.

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 provision for the construction, maintenance and repair of ditches should be made forthwith and therefore this Ordinance should be effective 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.

ATTEST:

\_\_\_\_\_  
Clerk of Council

APPROVED:

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Date

\_\_\_\_\_  
President of Council

APPROVED AS TO FORM:

\_\_\_\_\_  
Director of Law

5c

**ORDINANCE NO. 57 -2019**

**ORDINANCE APPROVING THE ASSESSMENTS HERETOFORE  
AUTHORIZED BY RESOLUTION NO. 6-2019 FOR STREET  
LIGHTING; LEVYING SAID ASSESSMENTS; AND DECLARING  
AN EMERGENCY.**

WHEREAS, this Council by Resolution No. 6-2019, passed May 6, 2019, declared the necessity for lighting the municipal streets, determined the basis for levying annual assessments on lots and lands in this City for such purpose, and authorized such assessments in the amount as estimated by the Clerk of Council, pursuant to said Resolution; and,

WHEREAS, the Clerk of Council pursuant to said Resolution and Revised Code Section 727.14, gave notice of the passage of said Resolution and the filing of such estimated assessments; and,

WHEREAS, no objections were filed pursuant to Revised Code Section 727.15 or such objections as were filed have been considered by Council, and such assessments, as adjusted if adjusted, should be approved, levied and certified to the Auditor of Lucas County, 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 assessments for the street lighting authorized by said Resolution in the aggregate amount of Three Hundred Ninety-Eight Thousand, Nine Hundred Fifty-Nine and 96/100 (\$398,959.96) and the assessments, as adjusted if adjusted, are hereby approved and such assessments in the amount so approved are hereby levied on the several parcels and lots of land in said City on the basis as set forth in said Resolution and the Clerk of Council is hereby directed to certify said assessments to the Auditor of Lucas County, Ohio, within the time provided therefore by the Revised Code of Ohio Section 5705.34.

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 immediate provision must be made for lighting the City streets. 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

6a



DEPARTMENT OF PUBLIC SERVICE

KEVIN G. ALLER, PE DIRECTOR

July 15, 2019

To: The Mayor and Members of Sylvania City Council

Re: **BROOKHILL COURT IMPROVEMENTS  
CHANGE ORDER NO. 1 (FINAL)**

Dear Mr. Mayor and Council Members:

The Brookhill Court Improvements Project was recently completed. The original contract amount with Ed Kelly and Sons, Inc. on the project was \$141,897 and received Council approval on December 17, 2018 by Ordinance 78-2018. Now that the project is completed, the final installed quantities have been resolved and a change order is necessary to adjust the final contract price.

There was one work item added to the contract as detailed in the change order. There was a larger area than anticipated of unsuitable soils underlying the roadway pavement subbase that required additional excavation and embankment. Due to the nature of the unsuitable material an alternate type of stone was used as backfill that would allow construction equipment to continue to operate and allow construction to proceed. Placement of this additional stone material resulted in an increase of \$5,768.10.

In addition, the installed quantities have resulted in an increase to the original contract in the amount of \$3,810.30. Finally, per ODOT Construction and Materials Specifications Section 104.02D, unit price adjustments were in order for several line items that had quantity overruns or underruns in excess of 25%. These unit price adjustments resulted in an increase of \$825.39.

As a result, a total change order in the amount of \$10,403.79 is necessary to increase the final contract amount from \$141,897 to \$152,300.79. Please call if you have any questions.

Sincerely,

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

**CITY OF SYLVANIA, OHIO**

**CHANGE ORDER      Number 1 (FINAL)**

Project Ordinance No.: 72-2018      Purchase Order No. 58443

Contract: Brookhill Court Improvements

Title of Change Order: \_\_\_\_\_

Date: 7/2/2019

Description of Change:	Additional Work Items	\$5,768.10
	Installed Quantity Adjustments	\$3,810.30
	Unit Price Adjustments	\$825.39
	<b>TOTAL</b>	<b>\$10,403.79</b>
	(See Attached)	

RECOMMENDED FOR APPROVAL BY: Kevin G. Aller, P.E.      Date \_\_\_\_\_  
Public Service Director

Original Contract Amt	\$ 141,897 00	REVIEWED BY: <u>Joseph E. Shaw</u>
Previous Changes (+ or -)	\$ 0 00	DATE: <u>7/3/19</u>
This Change (+ or -)	\$ 10,403 79	SUBMITTED BY: <u>Edward Keller Seas Inc.</u>
Adjusted Contract Amt	\$ 152,300 79	DATE: <u>7-3-19</u>

*Engineers Signature*  
*Name of Contractor*  
*Contractor's Signature*

City of Sylvania, Ohio

The above proposal is hereby approved.

The above proposal is hereby approved.

<u>Craig A. Stough, Mayor</u>	Date _____	<u>Toby Schroyer, Finance Director</u>	Date _____
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6b

**ORDINANCE NO. 58 -2019**

**AUTHORIZING THE MAYOR AND DIRECTOR OF FINANCE TO APPROVE CHANGE ORDER NO. 1 (FINAL) TO THIS CITY'S AGREEMENT WITH ED KELLY AND SONS, INC. FOR THE BROOKHILL COURT IMPROVEMENTS PROJECT WHICH REFLECTS THE ACTUAL WORK PERFORMED ON THIS PROJECT; INCREASING THE CONTRACT AMOUNT BY \$10,403.79; APPROPRIATING FUNDS THEREFORE; AND DECLARING AN EMERGENCY.**

WHEREAS, Ordinance No. 72-2018, passed December 17, 2018, accepted the bid of Ed Kelly and Sons, Inc., which bid was in the amount of \$141,897; and,

WHEREAS, the Director of Public Service, by report dated July 15, 2019, has recommended the acceptance of Change Order No. 1(Final) of Ed Kelly and Sons, Inc. for said Brookhill Court Improvements Project to reflect the final installed quantities including a larger area than anticipated of unsuitable soils underlying the roadway pavement subbase that required additional excavation and embankment; and,

WHEREAS, the actual work performed resulted in a net increase to the contract in the amount of Ten Thousand Four Hundred Three and 79/100 Dollars (\$10,403.79), for a total contract amount of \$152,300.79.

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

**SECTION 1.** That said change order increasing the contract amount by the sum of Ten Thousand Four Hundred Three and 79/100 Dollars (\$10,403.79), authorized to be appropriated be, and the same hereby is, approved, and the Mayor and the Director of Finance be, and they hereby are, authorized to sign said change order on behalf of this City, thereby indicating such approval and changing the total contract amount.

**SECTION 2.** That, to provide funds for said change order for improvements, there is hereby appropriated from the **CAPITAL IMPROVEMENT FUND** from funds therein not heretofore appropriated to **Account No. 401-7610-53503, Street Improvement**, the sum of Ten Thousand Four Hundred Three and 79/100 Dollars (\$10,403.79).

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 adjustments in the contract for said actual work performed and quantities used should be approved 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.

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.

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

7a



DEPARTMENT OF PUBLIC SERVICE

KEVIN G. ALLER, PE DIRECTOR

July 15, 2019

To: The Mayor and Members of Sylvania City Council

Re: **Ohio Department of Transportation (ODOT) Municipal Bridge Program Application  
Silica Drive over Ten Mile Creek**

Dear Mr. Mayor and Council Members:

On February 19<sup>th</sup>, 2019 Council authorized the Service Department to proceed ahead with DGL Consulting Engineers to provide engineering services to complete a Preliminary Structure Study for the Silica Drive bridge replacement over Ten Mile Creek (ORD 13-2019).

DGL has completed their Study and recommended both the vehicular and pedestrian bridges be replaced with one new structure accommodating both vehicular and pedestrian traffic. The replacement structure would be a three-span pre-stressed concrete box beam with a reinforced concrete deck superstructure. The total cost of the project is estimated to be \$1,539,022 with construction scheduled for 2023.

This structure is listed on ODOT's 2019 Municipal Bridge Target List and eligible for funding assistance within their Municipal Bridge Program. Currently, 95% of construction costs can be funded with Federal and State funds. The local entity is responsible for 5% of construction costs plus all engineering, environmental, and right-of-way acquisition costs.

With this application the City would be pursuing \$1,209,333 in financial assistance from ODOT (78.6%). We anticipate pursuing an additional \$175,691 (11.4%) in grant opportunities with the Ohio Public Work Commission (OPWC) when the funding solicitation window becomes available for this program. The anticipated City contribution to the project is estimated to be \$153,998 (10.0%). We recommend moving forward with this grant application. Please call if you have any questions.

Sincerely,

Kevin G. Aller, P.E.

Director of Public Service

**CURRENT PROJECT ESTIMATE**  
**FOR**  
**SILICA DRIVE BRIDGE OVER TEN MILE CREEK**  
**REPLACEMENT PROJECT**

(CITY OF SYLVANIA, ODOT, OPWC)

Design & Engineering	\$216,041	City/OPWC
Right of Way	\$50,000	City
Construction & Contingency	\$1,106,940	ODOT, City
Construction Inspection/Testing	\$166,041	ODOT, City
<b>TOTAL PROJECT COST</b>	<b>\$1,539,022</b>	

**ODOT MUNICIPAL BRIDGE PROGRAM**  
(78.6%)

Construction & Contingency	\$1,051,593
Construction Inspection / Testing	<u>\$ 157,740</u>
<b>TOTAL</b>	<b>\$1,209,333</b>

**CITY OF SYLVANIA**  
(10.0%)

Design & Engineering	\$ 40,350
Right of Way	\$50,000
Construction & Contingency	\$ 55,347
Construction Inspection / Testing	<u>\$ 8,301</u>
<b>TOTAL</b>	<b>\$153,998</b>

**OHIO PUBLIC WORKS COMMISSION**  
(11.4%)

Design & Engineering	\$175,691
<b>TOTAL</b>	<b>\$175,691</b>

**RESOLUTION NO. 8 -2019****A RESOLUTION AUTHORIZING THE MAYOR AND DIRECTOR OF FINANCE TO FILE A GRANT APPLICATION WITH THE OHIO DEPARTMENT OF TRANSPORTATION MUNICIPAL BRIDGE PROGRAM FOR THE SILICA DRIVE OVER TEN MILE CREEK BRIDGE REPLACEMENT PROJECT; AND DECLARING AN EMERGENCY.**

WHEREAS, Ordinance No. 13-2019, passed February 19, 2019, accepted the proposal of DGL Consulting Engineers to perform a preliminary structure study for the Silica Drive Vehicular Bridge over Ten Mile Creek Replacement Project; and,

WHEREAS, DGL has completed their study and has recommended that both the vehicular and pedestrian bridges be replaced with one new structure accommodating both vehicular and pedestrian traffic; and,

WHEREAS, the replacement structure would be a three-span pre-stressed concrete box beam with a reinforced concrete deck superstructure, with construction scheduled for 2023; and,

WHEREAS, the structure is listed on ODOT's 2019 Municipal Bridge Target List and is eligible for funding assistance with their Municipal Bridge Program; and,

WHEREAS, the Director of Public Service, by report dated July 15, 2019, has requested permission to apply for a grant from the Ohio Department of Transportation Municipal Bridge Program Application funding a portion of the Silica Drive over Ten Mile Creek Bridge Replacement; and,

WHEREAS, the Director of Public Service, by report dated July 15, 2019, has indicated that the estimated cost for this project is \$1,539,022 and, if successful, the funds requested as part of this application would provide \$1,209,333 of the project cost and he also anticipates pursuing an additional \$175,691 in grant opportunities with the Ohio Public Works Commission leaving an anticipated City of Sylvania contribution of \$153,998 and has recommended the City proceed

with the grant application.

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

SECTION 1. That the Mayor and Director of Finance of the City of Sylvania are hereby authorized to file an application for Ohio Department of Transportation Municipal Bridge Program grant funding for the Silica Drive over Ten Mile Creek Bridge Replacement Project.

SECTION 2. That the Mayor and Director of Finance are authorized to enter into any agreements as may be necessary and appropriate for obtaining this financial assistance.

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

SECTION 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 City should file its application for the grant immediately and therefore this Resolution should be made effective immediately. Provided this Resolution receives the affirmative vote of five (5) or more members elected to Council, it shall take effect and be in force immediately upon its passage and approval by the Mayor; otherwise, it shall take effect and be in force thirty (30) days after it is approved by the Mayor or as otherwise provided by the Charter.

Vote dispensing with the second and third readings:                      Yeas \_\_\_\_\_ Nays \_\_\_\_\_

Passed, \_\_\_\_\_, 2019, as an emergency measure.

\_\_\_\_\_  
President of Council

ATTEST:

APPROVED AS TO FORM:

\_\_\_\_\_  
Clerk of Council

\_\_\_\_\_  
Director of Law

APPROVED:

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Date

8a



July 15, 2019

To: The Mayor and Members of Sylvania City Council

Re: **ODOT-LUC-184-0.30 (PID 107164)**  
**ALEXIS ROAD SAFETY 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 to publicly advertise and sell 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 for construction. 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 and construction engineering cost of the project is estimated to be \$569,800 of which the City cost is estimated to be \$148,148 (26%). Funds were included in our 2019 Capital Improvement budget and are to be appropriated from account 401-7610-53503.

The anticipated advertisement, sale, and award timeframe is August 22 through September 2 with construction scheduled to start in April 2020. 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

## FINAL RESOLUTION

The following Final Resolution enacted by the City of Sylvania, Ohio, hereinafter referred to as the Legislative Authority/Local Public Agency or "LPA", in the matter of the stated described project.

WHEREAS, on the **21st day of May, 2018**, the LPA enacted legislation proposing cooperation with the Director of Transportation for the described project:

**The project consists of improving the intersections of Alexis Road (S.R. 184) at Acres Road and Elliot Drive, including traffic signal modernization, curb ramp replacement, signing improvements, and the installation of a southbound right turn lane at Acres Road, lying within the City of Sylvania; and**

WHEREAS, the LPA shall cooperate with the Director of Transportation in the above described project as follows:

**The City agrees to assume and bear 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, U. S. Department of Transportation.**

The share of the cost of the LPA is now estimated in the amount of **One Hundred Forty-Eight Thousand One Hundred Forty-Eight and - - - 00/100 Dollars, (\$148,148.00)**, but said estimated amount is to be adjusted in order that the LPA'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 LPA desires the Director of Transportation to proceed with the aforesaid highway improvement.

NOW, THEREFORE, be it resolved:

- I. That the estimated sum, of **One Hundred Forty-Eight Thousand One Hundred Forty-Eight and - - - - 00/100 Dollars, (\$148,148.00)** is hereby appropriated for the improvement described above and the fiscal officer is hereby authorized and directed to issue an order on the treasurer for said sum upon the requisition of the Director of Transportation to pay the cost and expense of said improvement. We hereby agree to assume in the first instance, the share of the cost and expense over and above the amount to be paid from **Federal funds**.
- II. That the LPA hereby requests the Director of Transportation to proceed with the aforesaid highway improvement.
- III. That the LPA enter into a contract with the State, and that **Mayor and Director of Finance** be, and is hereby authorized to execute said contract, providing for the payment of the LPA the sum of money set forth herein above for improving the described project.
- IV. That the LPA transmit to the Director of Transportation a fully executed copy of this Resolution.

This is to certify that we have compared the foregoing copy of Resolution with the original record thereof, found in the record of the proceedings of the LPA, and which Resolution was duly passed by the LPA on the \_\_\_\_\_ day of \_\_\_\_\_, 2 \_\_\_\_\_, and that the same is a true and correct copy of the record of said Resolution and the action of said LPA thereon.

We further certify that said Resolution and the action of said LPA thereon is recorded in the journal of said LPA in Volume \_\_\_\_\_, at Page \_\_\_\_\_, and under date of \_\_\_\_\_, 2 \_\_\_\_\_.

Legislative Authority of the  
City of Sylvania, Ohio

\_\_\_\_\_  
**Mayor**

\_\_\_\_\_  
**Director of Finance**

SEAL  
(If Applicable)

\_\_\_\_\_  
Clerk (Secretary Ex-Officio)

**ORDINANCE NO. 59 -2019**

**AUTHORIZING THE MAYOR AND DIRECTOR OF FINANCE OF THE CITY OF SYLVANIA, OHIO, TO ENTER INTO AN AGREEMENT BETWEEN THE STATE OF OHIO, DEPARTMENT OF TRANSPORTATION AND THE CITY OF SYLVANIA FOR THE ALEXIS ROAD AT ELLIOT AND ACRES ROADS INTERSECTION IMPROVEMENT PROJECT; APPROPRIATING FUNDS THEREFORE IN THE AMOUNT OF \$148,148.00; AND DECLARING AN EMERGENCY.**

WHEREAS, Ordinance No. 27-2018, passed by Sylvania City Council on May 21, 2018, authorized the Mayor and Director of Finance to enter into an Agreement on behalf of the City of Sylvania with the Ohio Department of Transportation for the Alexis Road at Elliot and Acres Roads Intersection Improvement Project; and,

WHEREAS, the project consists of improving the intersections of Alexis Road at Acres Road and Elliot Drive including traffic signal modernization, curb ramp replacement, signing improvements, and the installation of a southbound right turn lane at Acres Road, lying within the City of Sylvania; and,

WHEREAS, the City of Sylvania and the Ohio Department of Transportation have finalized the plans and bidding documents for the project; 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; and,

WHEREAS, the Director of Public Service, by report dated July 15, 2019, has recommended that the City of Sylvania enter into an Agreement for the Alexis Road at Acres and Elliot Roads Intersection Improvement Project within the City limits; and,

WHEREAS, the total construction and construction engineering cost of the project is estimated to be \$569,800 of which the City's share is estimated to be \$148,148.00.

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 they hereby are, authorized to enter into, on behalf of this City, an Agreement with the Ohio Department of Transportation for the improvement of the intersection at (signal, turn lanes, pedestrian) on Alexis Road at Acres and Elliot Roads in the City of Sylvania.

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 improvement project hereby authorized, there is hereby appropriated from the **CAPITAL IMPROVEMENT FUND** from funds therein not heretofore appropriated to **Account No. 401-7610-53503 - Street Improvement**, the amount of One Hundred Forty-Eight Thousand One Hundred Forty-Eight Dollars (\$148,148.00).

SECTION 4. That the Clerk of Council be, and she hereby is, directed to certify a copy of this Resolution 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 should be entered into immediately to provide for the improvement of the intersection at Alexis and Acres and Elliot Roads. 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

July 15, 2019

To: The Mayor and Members of Sylvania City Council

Re: **Professional Engineering Services Proposal**  
**LUC-CR-4-9.77 (PID 109598) – Monroe Street & Harroun Road Improvements**

Dear Mr. Mayor and Council Members:

At the April 15, 2019 meeting City Council authorized the Service Department to request Letters of Interest (LOI's) from consultants to provide engineering services for improvements to the intersection of Monroe Street and Harroun Road.

During the solicitation we received LOI's from two engineering consultants. The Service Department reviewed, scored, and ranked all LOI's and selected DGL Consulting Engineers, LLC as the most highly qualified firm and project team. Subsequently the Service Department entered into scope of services and fee negotiations.

We have completed those negotiations and DGL has prepared a proposal in the amount of \$276,373 to complete the scope of services. The proposal includes \$242,934 in authorized tasks as well as an additional \$33,439 in "if-authorized" tasks. The "if-authorized" tasks include cultural environmental engineering services should they be necessary as directed by ODOT staff.

This is a Local Let project with the Ohio Department of Transportation (ODOT). As such the Service Department has coordinated the scope of services and fee proposal with ODOT District 2 and both entities are ready to move forward with the project. It should be noted that 90% (\$231,985.70) of the engineering services fees are being paid by the ODOT Safety funds grant awarded to the City in October 2018. The remaining 10% (\$44,387.30) are City expenses. We would recommend approval of the proposal in the amount of \$276,373 with DGL.

Sincerely,

Kevin G. Aller, P.E.

Director of Public Service



## **DGL Consulting Engineers, LLC**

*Providing civil engineering solutions since 1926.*

July 3, 2019

Joseph E. Shaw, PE, PS  
Deputy Director  
City of Sylvania  
6730 Monroe Street  
Sylvania, Ohio 43560

Re: LUC- CR4-9.77

Dear Mr. Shaw:

Please accept this letter as DGL Consulting Engineers' fee proposal for the engineering services required for the referenced intersection and roadway improvement project. Based on your scoping letter, follow-up meeting and DGL's site visits, we have a clear understanding of your project's primary objectives.

DGL has requested the services of Tetra Tech, Inc. for QA/QC and general engineering assistance, TranSystems for Environmental tasks, TTL Associates, Inc. for Geotechnical Engineering Services and West Erie Realty Solutions for acquisition services. The remaining services will be performed in-house by DGL. DGL's prequalification's include the required Non-Complex Roadway Design, Right of Way Plan Development (Limited), Basic Traffic Signal Design and Limited Lighting.

**DGL's proposed Not To Exceed price proposal for the requested services is \$276,373.**

The total estimated Base Fee for the project is **\$242,934** with an additional **\$33,439** in "If Authorized" Services as per the breakdown below.

	Base Proposal	If Authorized Tasks
DGL Consulting Engineers	\$187,609	\$2,175
Tetra Tech	\$22,375	
TranSystems		\$31,264
TTL	\$11,950	
WE Realty	\$21,000	
Totals	\$242,934	\$33,439

Also enclosed is a detailed fee breakdown for individual tasks with man-hours and hourly rates to support the above price proposal. Narratives are provided with some tasks to better explain the work. The individual proposals from each subconsultant are also enclosed for reference.

We look forward to working with the City on this assignment. Should you have any questions related to the materials included herein, please feel free to contact me directly.

Sincerely,

**DGL Consulting Engineers, LLC**



Richard J. McGuckin, PE, CPESC  
Principal / Director of Transportation

T: 419.535.1015 | C: 419.343.5857 | E: [rmcguckin@dgl-ltd.com](mailto:rmcguckin@dgl-ltd.com)

209-19157

9b

**ORDINANCE NO. 60 -2019**

**ACCEPTING THE PROPOSAL OF DGL CONSULTING ENGINEERS TO PROVIDE PROFESSIONAL ENGINEERING SERVICES FOR THE MONROE STREET AND HARROUN ROAD IMPROVEMENT PROJECT; APPROPRIATING FUNDS THEREFORE IN THE AMOUNT OF \$276,373; AND DECLARING AN EMERGENCY.**

WHEREAS, in March, 2017, the Ohio Department of Transportation ("ODOT") commissioned an abbreviated traffic study to identify countermeasures to improve safety within the Monroe Street and Harroun Road corridor; and,

WHEREAS, the results of that study identified the following as ways to improve safety: realigning the northbound/southbound approaches at Monroe Street and Harroun Road; eliminating the eastbound Monroe left turn lane to Toledo Memorial Park to increase the westbound double left turn storage length from Monroe to Harroun; installing a right-in-right-out approach for the Toledo Memorial Park driveway at Kroger and Kroger driveway at Harroun Road; fully upgrading both vehicular and pedestrian signal systems; and,

WHEREAS, as a result of these recommendations, the Director of Public Service applied for and received ODOT Highway Safety Improvement grant funds in the amount of \$1,677,766 toward the project; and,

WHEREAS, at the April 15, 2019 meeting of Sylvania City Council, the Director of Public Service was authorized to solicit Letters of Interest for professional engineering services relative to the Monroe Street and Harroun Road Improvement Project; and,

WHEREAS, the Director of Public Service received responses from two engineering consultants and after reviewing the proposals has, by report dated July 15, 2019, recommended that the proposal of DGL Consulting Engineers, LLC to provide Professional Engineering Services for the Monroe Street and Harroun Road Improvement Project at a cost of Two Hundred Seventy-Six Thousand Three Hundred Seventy-Three Dollars (\$276,373.00), be accepted; and,

WHEREAS, \$231,985.70, approximately 90% of the engineering services fees are being paid by the ODOT Highway Safety Improvement grant funds received, leaving a total estimated City contribution of \$44,387.30, approximately 10% of the engineering services fees.

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 DGL Consulting Engineers in the amount Two Hundred Seventy-Six Thousand Three Hundred Seventy-Three Dollars (\$276,373.00) for Professional Engineering Services relative to the Monroe Street and Harroun Road Improvement Project, is hereby accepted.

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

SECTION 3. That to provide funds for said engineering services hereby authorized, there is hereby appropriated from the **CAPITAL IMPROVEMENT FUND** from funds therein not heretofore appropriated to **Account No. 401-7610-53503, Street Improvement**, the amount of Two Hundred Seventy-Six Thousand Three Hundred Seventy-Three Dollars (\$276,373.00).

SECTION 4. It is hereby found and determined that all formal actions of this Council concerning and relating to the passage of this Ordinance were adopted in an open meeting of this Council, and that all deliberations of this Council and of any of its committees that resulted in such formal action, were in meetings open to the public, in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

SECTION 5. That the Clerk of Council is hereby directed to post a copy of this Ordinance in the Office of the Clerk of Council in the Municipal Building pursuant to ARTICLE III, Section 12, of the Charter of this City.

SECTION 6. That this Ordinance is hereby declared to be an emergency measure necessary for the immediate preservation of the public peace, health, safety, property and welfare and for the further reason that the City should provide for the engineering services 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

# US-23 & Monroe Street Interchange Improvements Funding Matrix

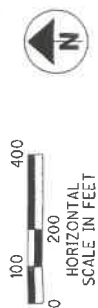
7/11/2019

		Application Year					Request	% of Project
		2019	2020	2021	2022	2023		
TMACOG TIP	CMAQ	August					\$2,884,444	10.3%
	STBG	August					\$5,555,170	19.8%
	TAP	August					\$443,200	1.6%
ODOT	HSIP		April				\$9,790,783	34.9%
	D2 Allocation		No Application Necessary				\$5,374,825	19.2%
	Urban Paving		No Application Necessary				\$252,250	0.9%
OPWC						November	\$944,480	3.4%
City							\$2,805,912	10.0%
Total							\$28,051,064	

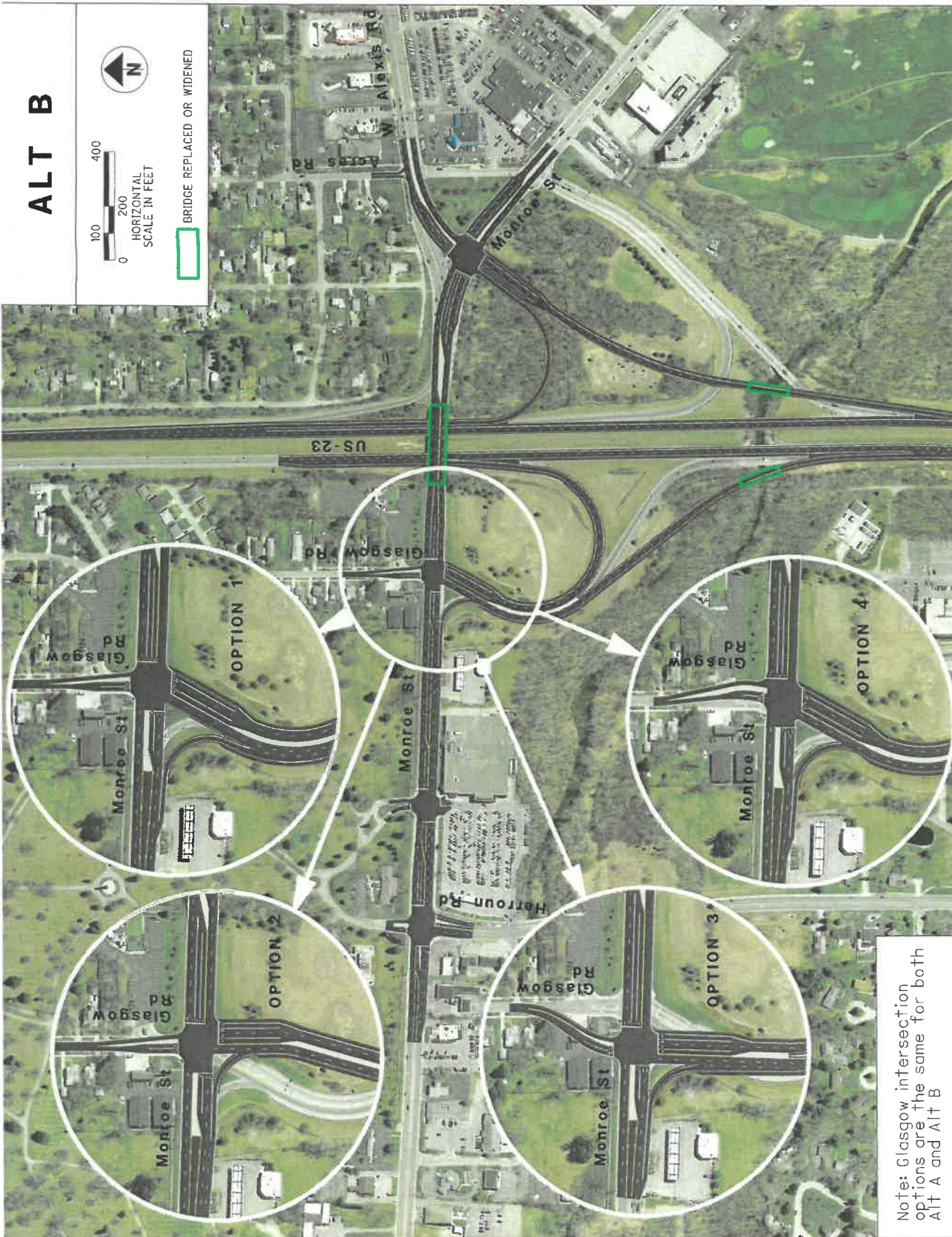
The City contributed \$153,565 in 2017 for the Feasibility Study. This fee is included in the City Request.

10a

# ALT B



BRIDGE REPLACED OR WIDENED



Note: Glasgow intersection options are the same for both Alt A and Alt B

10c



DEPARTMENT OF PUBLIC SERVICE

KEVIN G. ALLER, PE DIRECTOR

July 15, 2019

To: The Mayor and Members of Sylvania City Council

Re: **2019 Transportation Alternatives Program (TAP) Application**

Dear Mr. Mayor and Council Members:

The Service Department has one project to submit for funding consideration in this year's solicitation for projects eligible in the TA Program managed by TMACOG's Transportation Improvement Program (TIP). This round of funding is to complete the pipeline of the projects through fiscal years 2023 thru 2025. The anticipated funding amount available for this round of applications is \$2,000,000.

The City's No. 1 project is US-23 & Monroe Street Interchange Improvements. The administration started interchange improvement discussions with the Ohio Department of Transportation (ODOT) in 2015 and on November 6, 2017 City Council authorized a Feasibility Study to be conducted to review alternatives (ORD 78-2017). The study was completed in May 2019 and recommended Alternative B, including Glasgow Option 1 and eastbound Monroe Street widening as the preferred alternatives to best alleviate congestion and improve safety within this corridor. The total cost of the project is estimated to be \$28,051,064 and we are requesting up to \$443,200 in TAP funding assistance.

The Service Department will be pursuing up to seven (7) different programs to help fund this project over the next several years. Enclosed is a funding matrix of the various eligible programs and the anticipated request amounts as we start the procurement process. The City will be keeping City Council up to date on our progress and will request additional authorizations as needed for these programs when the funding solicitation windows become available. Construction is planned for 2025.

We recommend moving forward with this grant application. Please call if you have any questions.

Sincerely,

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

**RESOLUTION NO. 9 -2019****A RESOLUTION AUTHORIZING THE MAYOR AND DIRECTOR OF FINANCE TO PREPARE AND SUBMIT AN APPLICATION TO PARTICIPATE IN THE TRANSPORTATION ALTERNATIVES GRANT PROGRAM MANAGED BY THE TOLEDO METROPOLITAN AREA COUNCIL OF GOVERNMENT'S TRANSPORTATION IMPROVEMENT PROGRAM AND TO EXECUTE CONTRACTS AS REQUIRED; AND DECLARING AN EMERGENCY.**

WHEREAS, the Transportation Alternatives Grant Program ("TAP") managed by the Toledo Metropolitan Area Council of Government's ("TMACOG") Transportation Improvement Program ("TIP") provides financial assistance to political subdivisions for pipeline improvements to public infrastructure; and,

WHEREAS, in 2015, the City of Sylvania and the Ohio Department of Transportation began discussions to improve the US 23 and Monroe Street Interchange; and,

WHEREAS, Ordinance No. 78-2017, passed by Sylvania City Council on November 6, 2017, accepted the proposal of The Mannik & Smith Group to provide engineering services for the study of interchange modifications to the US23/Monroe Street Interchange; and,

WHEREAS, the study was complete in May, 2019, with the recommendation for Alternative B, including Glasgow Option 1 and eastbound Monroe Street widening as the preferred alternatives to alleviate congestion and improve safety in this corridor; and,

WHEREAS, the infrastructure improvements hereinabove described are considered to be priority needs for the community and are qualified projects under the Transportation Alternatives Program; and,

WHEREAS, the Director of Public Service, by report dated July 15, 2019, has indicated that the total cost of the project is estimated to be \$28,051,064, with the City requesting up to \$443,200 in TAP funding assistance, that the City will be pursuing additional grant opportunities,

and has recommended that the City proceed with the filing of the grant application.

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

SECTION 1. That the Mayor and Director of Finance be, and they hereby are, authorized to apply to the Transportation Alternatives Program managed by TMACOG's TIP for funds as described above.

SECTION 2. The Mayor and Director of Finance are further authorized to enter into any agreements as may be necessary and appropriate for obtaining this financial assistance.

SECTION 3. If the US23 & Monroe Street Interchange Improvement Project is approved for financial assistance, the City of Sylvania will commit the necessary funds to meet the local share as indicated in the corresponding project application and will enter into an agreement with TMACOG for the grant.

SECTION 4. It is hereby found and determined that for all formal actions of this Council concerning and relating to the passage of this Resolution were adopted in an open meeting of this Council, and that all deliberations of this Council and of any of its committees that resulted in such formal action, were in meetings open to the public, in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

SECTION 5. That the Clerk of Council is hereby directed to post a copy of this Resolution in the office of the Clerk of Council in the Municipal Building pursuant to ARTICLE III, Section 12 of the Charter of this City.

SECTION 6. That this Resolution is hereby declared to be an emergency measure necessary for the immediate preservation of the public peace, health, safety, property and welfare and for the further reason that the City should file its application for the grant immediately and indicate its willingness to enter into an Agreement and appropriate the funds for said project as necessary and therefore this Resolution should be made effective immediately. Provided this Resolution receives the affirmative vote of five (5) or more members elected to Council, it shall take effect and be in force immediately upon its passage and approval by the Mayor; otherwise, it shall take effect and be in force thirty (30) days after it is approved by the Mayor or as otherwise provided by the Charter.

Vote dispensing with the second and third readings: Yeas \_\_\_\_\_ Nays \_\_\_\_\_

Passed, \_\_\_\_\_, 2019, as an emergency measure.

ATTEST:

\_\_\_\_\_  
President of Council

APPROVED AS TO FORM:

\_\_\_\_\_  
Clerk of Council

\_\_\_\_\_  
Director of Law

APPROVED:

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Date

10d



DEPARTMENT OF PUBLIC SERVICE

KEVIN G. ALLER, PE DIRECTOR

July 15, 2019

To: The Mayor and Members of Sylvania City Council

Re: **2019 Surface Transportation Block Grant (STBG) Program Application**

Dear Mr. Mayor and Council Members:

The Service Department has one project to submit for funding consideration in this year's solicitation for projects eligible in the STBG Program managed by TMACOG's Transportation Improvement Program (TIP). This round of funding is to complete the pipeline of the projects through fiscal years 2023 thru 2025. The anticipated funding amount available for this round of applications is \$12,000,000.

The City's No. 1 project is US-23 & Monroe Street Interchange Improvements. The administration started interchange improvement discussions with the Ohio Department of Transportation (ODOT) in 2015 and on November 6, 2017 City Council authorized a Feasibility Study to be conducted to review alternatives (ORD 78-2017). The study was completed in May 2019 and recommended Alternative B, including Glasgow Option 1 and eastbound Monroe Street widening as the preferred alternatives to best alleviate congestion and improve safety within this corridor. The total cost of the project is estimated to be \$28,051,064 and we are requesting up to \$5,555,170 in STBG funding assistance.

The Service Department will be pursuing up to seven (7) different programs to help fund this project over the next several years. Enclosed is a funding matrix of the various eligible programs and the anticipated request amounts as we start the procurement process. The City will be keeping City Council up to date on our progress and will request additional authorizations as needed for these programs when the funding solicitation windows become available. Construction is planned for 2025.

We recommend moving forward with this grant application. Please call if you have any questions.

Sincerely,

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

10 d 1

**RESOLUTION NO. 10 -2019**

**A RESOLUTION AUTHORIZING THE MAYOR AND DIRECTOR OF FINANCE TO PREPARE AND SUBMIT AN APPLICATION TO PARTICIPATE IN THE SURFACE TRANSPORTATION BLOCK GRANT PROGRAM MANAGED BY THE TOLEDO METROPOLITAN AREA COUNCIL OF GOVERNMENT'S TRANSPORTATION IMPROVEMENT PROGRAM AND TO EXECUTE CONTRACTS AS REQUIRED; AND DECLARING AN EMERGENCY.**

WHEREAS, the Surface Transportation Block Grant Program ("STBGP") managed by the Toledo Metropolitan Area Council of Government's ("TMACOG") Transportation Improvement Program ("TIP") provides financial assistance to political subdivisions for pipeline improvements to public infrastructure; and,

WHEREAS, in 2015, the City of Sylvania and the Ohio Department of Transportation began discussions to improve the US 23 and Monroe Street Interchange; and,

WHEREAS, Ordinance No. 78-2017, passed by Sylvania City Council on November 6, 2017, accepted the proposal of The Mannik & Smith Group to provide engineering services for the study of interchange modifications to the US23/Monroe Street Interchange; and,

WHEREAS, the study was complete in May, 2019, with the recommendation for Alternative B, including Glasgow Option 1 and eastbound Monroe Street widening as the preferred alternatives to alleviate congestion and improve safety in this corridor; and,

WHEREAS, the infrastructure improvements hereinabove described are considered to be priority needs for the community and are qualified projects under the STBG program; and,

WHEREAS, the Director of Public Service, by report dated July 15, 2019, has indicated that the estimated cost for this project is \$28,051,064, with the City of Sylvania requesting up to \$5,555,170 in STBG funding assistance, will be pursuing additional grant opportunities, and has recommended the City proceed with the grant application.

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

SECTION 1. That the Mayor and Director of Finance of the City of Sylvania are hereby authorized to file an application to the STBGP managed by TMACOG's TIP for funds as described as above for the US23 & Monroe Street Interchange Improvement Project.

SECTION 2. That the Mayor and Director of Finance are authorized to enter into any agreements as may be necessary and appropriate for obtaining this financial assistance.

SECTION 3. If the US23 & Monroe Street Interchange Improvement Project is approved for financial assistance, the City of Sylvania will commit the necessary funds to meet the local share as indicated in the corresponding project application and will enter into an agreement with TMACOG for the grant.

SECTION 4. It is hereby found and determined that for all formal actions of this Council concerning and relating to the passage of this Resolution were adopted in an open meeting of this Council, and that all deliberations of this Council and of any of its committees that resulted in such formal action, were in meetings open to the public, in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

SECTION 5. That the Clerk of Council is hereby directed to post a copy of this Resolution in the office of the Clerk of Council in the Municipal Building pursuant to ARTICLE III, Section 12 of the Charter of this City.

SECTION 6. That this Resolution is hereby declared to be an emergency measure necessary for the immediate preservation of the public peace, health, safety, property and welfare and for the further reason that the City should file its application for the grant immediately and indicate its willingness to enter into an Agreement and appropriate the funds for said project as necessary and therefore this Resolution should be made effective immediately. Provided this Resolution receives the affirmative vote of five (5) or more members elected to Council, it shall take effect and be in force immediately upon its passage and approval by the Mayor; otherwise, it shall take effect and be in force thirty (30) days after it is approved by the Mayor or as otherwise provided by the Charter.

Vote dispensing with the second and third readings:                      Yeas \_\_\_\_ Nays \_\_\_\_

Passed, \_\_\_\_\_, 2019, as an emergency measure.

ATTEST:

\_\_\_\_\_  
President of Council

APPROVED AS TO FORM:

\_\_\_\_\_  
Clerk of Council

\_\_\_\_\_  
Director of Law

APPROVED:

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Date

10e.



DEPARTMENT OF PUBLIC SERVICE

KEVIN G. ALLER, PE DIRECTOR

July 15, 2019

To: The Mayor and Members of Sylvania City Council

Re: **2019 Congestion Mitigation and Air Quality (CMAQ) Program Application**

Dear Mr. Mayor and Council Members:

The Service Department has one project to submit for funding consideration in this year's solicitation for projects eligible in the CMAQ Program managed by TMACOG's Transportation Improvement Program (TIP). This round of funding is to complete the pipeline of the projects through fiscal years 2023 thru 2025. The anticipated funding amount available for this round of applications is \$6,500,000.

The City's No. 1 project is US-23 & Monroe Street Interchange Improvements. The administration started interchange improvement discussions with the Ohio Department of Transportation (ODOT) in 2015 and on November 6, 2017 City Council authorized a Feasibility Study to be conducted to review alternatives (ORD 78-2017). The study was completed in May 2019 and recommended Alternative B, including Glasgow Option 1 and eastbound Monroe Street widening as the preferred alternatives to best alleviate congestion and improve safety within this corridor. The total cost of the project is estimated to be \$28,051,064 and we are requesting up to \$2,884,444 in CMAQ funding assistance.

The Service Department will be pursuing up to seven (7) different programs to help fund this project over the next several years. Enclosed is a funding matrix of the various eligible programs and the anticipated request amounts as we start the procurement process. The City will be keeping City Council up to date on our progress and will request additional authorizations as needed for these programs when the funding solicitation windows become available. Construction is planned for 2025.

We recommend moving forward with this grant application. Please call if you have any questions.

Sincerely,

Kevin G. Aller, P.E.

Director of Public Service

**RESOLUTION NO. 11 -2019****A RESOLUTION AUTHORIZING THE MAYOR AND DIRECTOR OF FINANCE TO PREPARE AND SUBMIT AN APPLICATION TO PARTICIPATE IN THE CONGESTION MITIGATION AND AIR QUALITY GRANT PROGRAM MANAGED BY THE TOLEDO METROPOLITAN AREA COUNCIL OF GOVERNMENT'S TRANSPORTATION IMPROVEMENT PROGRAM AND TO EXECUTE CONTRACTS AS REQUIRED; AND DECLARING AN EMERGENCY.**

WHEREAS, the Congestion Mitigation and Air Quality Grant Program ("CMAQ") managed by the Toledo Metropolitan Area Council of Government's ("TMACOG") Transportation Improvement Program ("TIP") provides financial assistance to political subdivisions for pipeline improvements to public infrastructure; and,

WHEREAS, in 2015, the City of Sylvania and the Ohio Department of Transportation began discussions to improve the US 23 and Monroe Street Interchange; and,

WHEREAS, Ordinance No. 78-2017, passed by Sylvania City Council on November 6, 2017, accepted the proposal of The Mannik & Smith Group to provide engineering services for the study of interchange modifications to the US23/Monroe Street Interchange; and,

WHEREAS, the study was complete in May, 2019, with the recommendation for Alternative B, including Glasgow Option 1 and eastbound Monroe Street widening as the preferred alternatives to alleviate congestion and improve safety in this corridor; and,

WHEREAS, the infrastructure improvements hereinabove described are considered to be priority needs for the community and are qualified projects under the CMAQ program; and,

WHEREAS, the Director of Public Service, by report dated July 15, 2019, has indicated that the total cost of the project is estimated to be \$28,051,064, with the City requesting up to \$2,884,444 in CMAQ funding assistance, that the City will be pursuing additional grant opportunities and has recommended the City proceed with filing the grant application.

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

SECTION 1. That the Mayor and Director of Finance be, and they hereby are, authorized to apply to the CMAQ managed by TMACOG's TIP for funds as described above.

SECTION 2. The Mayor and Director of Finance are further authorized to enter into any agreements as may be necessary and appropriate for obtaining this financial assistance.

SECTION 3. If the US23 & Monroe Street Interchange Improvement Project is approved for financial assistance, the City of Sylvania will commit the necessary funds to meet the local share as indicated in the corresponding project application and will enter into an agreement with TMACOG for the grant.

SECTION 4. It is hereby found and determined that for all formal actions of this Council concerning and relating to the passage of this Resolution were adopted in an open meeting of this Council, and that all deliberations of this Council and of any of its committees that resulted in such formal action, were in meetings open to the public, in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

SECTION 5. That the Clerk of Council is hereby directed to post a copy of this Resolution in the office of the Clerk of Council in the Municipal Building pursuant to ARTICLE III, Section 12 of the Charter of this City.

SECTION 6. That this Resolution is hereby declared to be an emergency measure necessary for the immediate preservation of the public peace, health, safety, property and welfare and for the further reason that the City should file its application for the grant immediately and indicate its willingness to enter into an Agreement and appropriate the funds for said project as necessary and therefore this Resolution should be made effective immediately. Provided this Resolution receives the affirmative vote of five (5) or more members elected to Council, it shall take effect and be in force immediately upon its passage and approval by the Mayor; otherwise, it shall take effect and be in force thirty (30) days after it is approved by the Mayor or as otherwise provided by the Charter.

Vote dispensing with the second and third readings:                      Yeas\_\_\_\_ Nays \_\_\_\_

Passed, \_\_\_\_\_, 2019, as an emergency measure.

ATTEST:

\_\_\_\_\_  
President of Council

APPROVED AS TO FORM:

\_\_\_\_\_  
Clerk of Council

\_\_\_\_\_  
Director of Law

APPROVED:

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Date

11

**ORDINANCE NO. 61 -2019**

**ACCEPTING FOR ANNEXATION TO THE CITY OF SYLVANIA, OHIO,  
THE TERRITORY DESCRIBED IN ANNEXATION PETITION NUMBER  
2018-6 FOR WHICH JAMES E. MOAN IS THE AGENT, AND AS  
HEREINAFTER DESCRIBED; PROVIDING FOR THE INTERIM  
ZONING OF SAID TERRITORY; AND DECLARING AN EMERGENCY.**

BE IT ORDAINED by the Council of the City of Sylvania, Lucas County, Ohio, \_\_\_\_\_

members elected thereto concurring:

**SECTION 1.** That the petition for annexation of the following described territory, in Sylvania Township, Lucas County, Ohio, contiguous to the City of Sylvania, Ohio, to-wit:

A parcel of land being part of the Northeast quarter (1/4) of Section twenty (20), Town nine (9) South, Range six (6) East, in Sylvania Township, Lucas County, Ohio, and which is more particularly described as follows:

Commencing at a found monument box with iron rod at the Northwest Corner of the Northeast quarter (1/4) of said Section twenty (20), also being the centerline of Sylvania Avenue:

Thence South eighty-nine (89) degrees, sixteen (16) minutes, fifty-three (53) seconds East, along the North line of the Northeast quarter (1/4) of said Section twenty (20), said line also being the centerline of Sylvania Avenue, a distance of two hundred thirty-four and four hundredths (234.04') feet to a found monument box with iron rod, said point also being on the centerline of Silica Road;

Thence South seven (07) degrees, fifty-eight (58) minutes, forty-nine (49) seconds West, along the centerline of Silica Road, a distance of nine hundred twenty-eight and forty hundredths (928.40') feet to a point at the South line of a parcel of land as recorded in Microfiche 81-373D03, Lucas County Deed Records, and the North line of a parcel of land as recorded in Deed instrument 20050419-0026611, Lucas County Deed Records;

Thence South eighty-nine (89) degrees, fifty-two (52) minutes, forty-five (45) seconds East, along the South line of said parcel of land as recorded in Microfiche 81-373D03, and the North line of a parcel of land as recorded in Deed instrument 20050419-0026611, passing through a found five-eighths (5/8) inch iron pin at thirty and twenty-eight hundredths (30.28') feet and a total distance of seven hundred fifty-seven and forty hundredths (757.40') feet to a found six (6) inch concrete monument, said point also being the Southwest corner of Lot twelve (12), in Sylvan Towne Plat One as recorded in Volume 147, Pages 66-68 Second Recording Volume 147 Pages 94-96, Lucas County Plat Records, also being the True Point of Beginning;

Thence South eighty-nine (89) degrees seventeen (17) minutes, forty-six (46) seconds East along the South line of said Lot twelve (12), in Sylvan Towne Plat One, a distance of four hundred eight-eight and two hundredths (488.02') feet, to a found six (6) inch concrete monument, said point also being the West line of Lot eleven (11), in Sylvan Towne Plat One, said point also being on the West line of the East half (1/2) of the Northeast quarter (1/4) of Section twenty (20);

Thence South zero (00) degrees, five (05) minutes, six (06) seconds East along the West line of the East half (1/2) of the Northeast quarter (1/4) of Section twenty (20), said line also being the West line of Lot eleven (11), in Sylvan Towne Plat One, a distance of three hundred eighty-two and thirty-three hundredths (382.33') feet to a found six (6) inch concrete monument, said point also being the Southwest corner of Lot eleven (11), in Sylvan Towne Plat One;

Thence North eighty-nine (89) degrees, sixteen (16) minutes, two (02) seconds West, a distance of four hundred eight-eight and two hundredths (488.02') feet to a set five-eighths (5/8) iron pin;

Thence North zero (00) degrees, five (05) minutes, six (06) seconds West, a distance of three hundred eighty-two and eight hundredths (328.08') feet to the Point of Beginning.

Containing 186,505.39 square feet or 4.282 acres of land more or less and subject to legal highways, leases, easements and restrictions of record

having been filed with the Board of County Commissioners of Lucas County, Ohio, on October 29, 2018, presented to said Board of County Commissioners at a regular session thereof held on November 6, 2018, and acted upon favorably by said Board of County Commissioners on January 29, 2019, passed Resolution No. 19-121 to approve Annexation Petition 2018-6 together with the accompanying map of the territory and a certified transcript of the proceedings of said Board of County Commissioners, deposited with the Clerk of Council of the City of Sylvania, Ohio, by said Board of County Commissioners on the 15<sup>th</sup> day of March, 2019, and all of the same laid before this Council at its regular meeting on April 1, 2019, by the Clerk of Council, be, and the same is hereby accepted.

SECTION 2. That the Council of the City of Sylvania, Ohio, hereby finds and determines that the property is currently zoned M-3 and, therefore, comparable zoning should be established for all of the hereinabove described territory, that is, M-2.

SECTION 3. That the Clerk of Council be, and she is hereby, authorized and directed to make three (3) copies of this Ordinance to each of which shall be attached a copy of the map accompanying the petition for annexation, a copy of the transcript of the proceedings of the Board of County Commissioners relating thereto and a certificate as to the corrections thereof. The Clerk of Council shall then forthwith deliver one (1) copy to the County Auditor, one (1) copy to the County Recorder, and one (1) copy to the Secretary of State and shall file Notice of this annexation with the Board of Elections within thirty (30) days after it becomes effective, and the Clerk shall do all other things required by law.

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 provision for the acceptance of said annexation and establishment of interim zoning thereof should be made promptly so as to promptly establish the jurisdiction having authority over future developments of said real estate and therefore this Ordinance should be effective forthwith. 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

12

ORDINANCE NO. 62 -2019

**AUTHORIZING THE MAYOR AND DIRECTOR OF FINANCE TO ENTER INTO AN AGREEMENT FOR THE REGIONAL ADDICTION DIVERSION PROGRAM, ON BEHALF OF THE CITY OF SYLVANIA, OHIO, WITH THE BOARD OF LUCAS COUNTY COMMISSIONERS, FOR THE PROVISION OF COURT ADDICTION DIVERSION SERVICES THROUGH THE LUCAS COUNTY COURT OF COMMON PLEAS WORK RELEASE COURT ADDICTION DIVERSION PROGRAM TO SYLVANIA MUNICIPAL COURT; AND DECLARING AN EMERGENCY.**

WHEREAS, since 2015, the Sylvania Municipal Court has participated in the Regional Addiction Diversion Program through the Board of Lucas County Commissioners; and,

WHEREAS, the City of Sylvania desires to continue to participate in the Work Release Regional Addiction Diversion Treatment Program ("RAD"); and,

WHEREAS, the goal of the Work Release RAD Treatment Program is to aid in the protection of the community by rehabilitating convicted offenders; and,

WHEREAS, the Director of Law has received the proposed Agreement with the Board of Lucas County Commissioners for the Work Release RAD Program to the Sylvania Municipal Court which will give Sylvania Municipal Court one and one-half reserved beds in the program; and,

WHEREAS, the per diem rate for the reserved bed is \$75.00 per bed which will be paid out of the Sylvania Municipal Court's Indigent Fund.

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 they hereby are authorized to enter into an Agreement with the Board of Lucas County Commissioners, in the form and substance of "Exhibit A" this Council hereby agreeing to appropriate the necessary funds for payment required under said Agreement.

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 Agreement should be authorized immediately to provide two reserved beds in the Work Release RAD Treatment Program. 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



July 11, 2019

To: Mayor and Members of City Council

Re: Council Referral - Utility and Ingress/Egress Easements

Dear Mayor and Members of Council:

Following is an excerpt from the minutes of the regular meeting of the Municipal Planning Commission of July 10, 2019, Council Referral - Utility and Ingress/Egress Easements for David R. Webb and Diane M. Webb, 0 Colonial Court, Sylvania, OH 43560:

..." Mr. Marciniak moved, Mr. Arnold seconded to recommend to Council to approve the application for the utility and ingress/egress easements as submitted. Vote being: McCann, Marciniak, Arnold, Stough and Lindsley (5) aye; (0) nay. Motion passed by a 5 to 0 vote."...

Sincerely,

Debra Webb, Secretary  
Municipal Planning Commission

14a



DEPARTMENT OF PUBLIC SERVICE

KEVIN G. ALLER, PE DIRECTOR

July 10, 2019

To: The Mayor and Members of Sylvania City Council

**Re: Dump Truck Body and Snow & Ice Plow Package**

Dear Mr. Mayor and Council Members:

We are requesting approval to purchase a new dump truck body and snow & ice plow package per the attached quote. This truck will be placed into service in our streets department. This equipment will be placed on the dump truck chassis previously approved via Ordinance 6-2019.

This purchase was included in the 2019 capital improvement plan. We believe this to be a needed replacement and recommend the dump truck body and snow& ice plow package from Henderson Truck Equipment-Ohio at a cost of \$77,533.00. Both of the above items are in the ODOT Cooperative Purchasing Program. Funds are available in capital improvement fund 401-7610-53410.

Please call if you have any questions.

Sincerely,

Kevin G. Aller, P.E.

Director of Public Service

KGA/dsw

146

ORDINANCE NO. 63 -2019

**AUTHORIZING THE MAYOR AND DIRECTOR OF FINANCE TO ACCEPT THE PROPOSAL OF HENDERSON PRODUCTS, INC. FOR THE PROVISION OF A NEW DUMP TRUCK BODY AND SNOW AND ICE PLOW PACKAGE FOR THE DIVISION OF STREETS, DEPARTMENT OF PUBLIC SERVICE; APPROPRIATING \$77,533 THEREFORE; AND DECLARING AN EMERGENCY.**

WHEREAS, the Streets Division is in need of a new dump truck body and snow and ice plow package; and,

WHEREAS, the Director of Public Service has received a proposal through the Ohio Department of Transportation's Cooperative Purchasing Program from Henderson Products, Inc. for the purchase of one (1) new dump truck body and snow and ice package at a total cost of \$77,533; and,

WHEREAS, the Director of Public Service, by report dated July 10, 2019, has recommended acceptance of the proposal of Henderson Products, Inc. to purchase a new dump truck body and snow and ice plow for the Streets Division, Department of Public Service.

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

SECTION 1. That the Mayor and the Director of Finance be, and they hereby are, authorized to sign the proposal of Henderson Products, Inc. on behalf of this City, thereby indicating such approval and acceptance for the provision of a new dump truck body and snow and ice plow package for the Division of Streets, Department of Public Service.

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

SECTION 3. That, upon receipt of delivery of said dump truck body and snow and ice plow package by the City of Sylvania, the Director of Finance is hereby authorized to issue his warrant or warrants in payment therefore from the **CAPITAL IMPROVEMENT FUND** from funds therein not heretofore appropriated to **Account No. 401-7610-53401 -Vehicles**, the total sum of Seventy-Seven Thousand Five Hundred Thirty-Three Dollars (\$77,533.00).

SECTION 4. It is hereby found and determined that all formal actions of this Council concerning and relating to the passage of this Ordinance were adopted in an open meeting of this Council, and that all deliberations of this Council and of any of its committees that resulted in such

formal action, were in meetings open to the public, in compliance with all legal requirements including Section 121.22 of the Ohio Revised Code.

SECTION 5. That the Clerk of Council is hereby directed to post a copy of this Ordinance in the Office of the Clerk of Council in the Municipal Building pursuant to ARTICLE III, Section 12, of the Charter of this City.

SECTION 6. That this Ordinance is hereby declared to be an emergency measure necessary for the immediate preservation of the public peace, health, safety, property and welfare and for the further reason that proposal for said dump truck body and snow and ice package should be approved immediately so that the purchase can be made at the earliest possible time. Provided this Ordinance receives the affirmative vote of five (5) or more members elected to Council, it shall take effect and be in force immediately upon its passage and approval by the Mayor; otherwise, it shall take effect and be in force thirty (30) days after it is approved by the Mayor or as otherwise provided by the Charter.

Vote dispensing with the second and third readings:      Yeas \_\_\_\_\_ Nays \_\_\_\_\_

Passed, \_\_\_\_\_, 2019, as an emergency measure.

\_\_\_\_\_  
President of Council

ATTEST:

APPROVED AS TO FORM:

\_\_\_\_\_  
Clerk of Council

\_\_\_\_\_  
Director of Law

APPROVED:

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Date



**OHIO DEPARTMENT  
OF PUBLIC SAFETY**  
SAFETY • SERVICE • PROTECTION

- Bureau of Motor Vehicles
- Emergency Management Agency
- Emergency Medical Services
- Office of Criminal Justice Services
- Ohio Homeland Security
- Ohio Investigative Unit
- Ohio State Highway Patrol



**Mike DeWine, Governor**  
**Thomas J. Stickrath, Director**  
**Charles L. Norman**  
Registrar

Bureau of Motor Vehicles  
1970 West Broad Street  
P.O. Box 16520  
Columbus, Ohio 43216-6520  
(614) 752-7600  
[www.bmv.ohio.gov](http://www.bmv.ohio.gov)

June 21, 2019

City of Sylvania  
Sharon Bucher, Clerk of Council  
6730 Monroe Street  
Sylvania, OH 43560-1948

**RECEIVED**  
**JUN 26 2019**  
**CITY OF SYLVANIA**  
**CITY COUNCIL**

Dear Ms. Bucher:

This will acknowledge receipt of your Ordinance **No. 47-2019** imposing a municipal vehicle license tax pursuant to Section **4504.173** of the Ohio Revised Code for the **City of Sylvania, Lucas County**.

At this time the records on file at the Bureau of Motor Vehicles will be adjusted and this **\$5.00** additional local motor vehicle permissive tax will be collected for the **City of Sylvania, Lucas County** with the beginning of the **2020** registration year. It is necessary you inform this office if a referendum has been filed or will be voted on in an upcoming election.

This additional tax will continue to be collected until notification of repeal or deletion is sent to the Bureau of Motor Vehicles. Please note any ordinance repealing the additional municipal vehicle license tax must be sent to the Bureau of Motor Vehicles prior to the July 1<sup>st</sup> deadline to be in effect for the following registration year.

If you have any questions regarding this information, please contact Tax Distribution at 614-752-7685.

Sincerely,

Leora Knight  
Chief, Tax Distribution

LK:kdr

**Mission Statement**

*"to save lives, reduce injuries and economic loss, to administer Ohio's motor vehicle laws and to preserve the safety and well being of all citizens with the most cost-effective and service-oriented methods available."*



B

# City of Sylvania

DIVISION OF TAXATION

CHRISTY M. GOLIS, COMMISSIONER OF TAXATION

July 2, 2018

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

Dear Mayor Stough and Council Members:

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

	Deposits	Refunds	Balance
June 30, 2019	\$953,122.06	\$67,304.59	\$885,817.47
June 30, 2018	\$890,335.92	\$43,787.61	\$846,548.31
Monthly Difference	\$62,786.14	\$23,516.98	\$39,269.16
Year to Date 2019	\$6,363,960.38	\$200,849.52	\$6,163,110.86
Year to Date 2018	\$5,906,849.74	\$157,439.14	\$5,749,410.60
Yearly Difference	\$457,110.64	\$43,410.38	\$413,700.26
			7.20%

Respectfully submitted,

Christy M. Golis  
Tax Commissioner

c: Mr. Toby Schroyer, Finance Director

**City of Sylvania**  
Bank Reconciliation  
June 2019

C

Ending balance for May 2019	28,516,402.59
Add: Monthly Receipts	<u>2,801,419.32</u>
Subtotal	\$ 31,317,821.91
Less: Monthly Disbursements	<u>2,663,013.49</u>
Ending balance for June 2019	\$ 28,654,808.42

Less:

CD Metamora Bank	\$ (2,112,763.72)
Star Ohio	(80,846.35)
Petty Cash (1)	(2,050.00)
Cemetery Savings	(1,062.86)
Toledo Community Fund	(31,803.18)
Key Bank Securities	(8,160.91)
5/3rd Securities	(7,860,845.51)
SJS Account	(5,692,102.16)
Morgan Stanley Investment	(200,000.00)
USB Financial	(3,973,755.65)
First Federal Bank (CD)	(2,031,013.65)
Key Bank (CD)	(1,014,895.83)
Sylvania Township Bonds	(305,000.00)
	\$ 5,340,508.60

(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

**BANK BALANCE**

EOM 5/3rd Bank Balance	\$ 5,345,952.69
Deposit in Transit:	
Income Tax	9,957.78
General Deposit	24,212.50
Subtotal	\$ 5,380,122.97
Less: Outstanding Checks (2)	39,614.37
Adjusted Bank Balance	\$ 5,340,508.60
(2)	
May Outstanding Checks	\$ 232,174.95
Checks written this month	998,342.92
Voided Ck# 72914, dtd 10/2/18	(7.00)
Voided Ck# 72934, dtd 10/2/18	(25.00)
Voided Ck# 73421, dtd 1/9/19	(10.00)
Subtotal	<u>\$ 1,230,475.87</u>
Checks Cleared this month	<u>(1,190,861.50)</u>
June Outstanding Checks	\$ 39,614.37



Toby Schroyer  
Director of Finance, City of Sylvania

D

## Board of Architectural Review

Minutes of the regular meeting of July 10, 2019. 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. McCann moved, Mr. Arnold seconded to approve the Minutes of the June 12, 2019, 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. 24-2019 requested by Travis Truesdell of True Arial Signs for Toledo Ballroom, 6365 Monroe Street, Sylvania, Ohio 43560. Application is for a new wall sign. Mr. Truesdell was present. Mr. Burns said that the originally requested sign design size of 30" x 20' was too large and that it did not fit the limits of the sign code. The applicant has reduced the requested sign size to 24" x 20' which is within the limits of the Sylvania Sign Code. Mr. Arnold moved, Mr. McCann 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 – Regulated Sign – app. no. 25-2019 requested by John Garner for Toledo Center for Eating Disorders dba River Center Clinic, 5465 Main Street, Sylvania, Ohio 43560. Application is for panel replacements in 2 existing monument signs. The will also be replacing the top row of bricks with limestone. Mr. Garner was present. Mr. Burns stated that the 2 existing monument signs would not be allowed by today's sign code as only 1 monument sign is allowed, however the City will not be asking that they remove any of the signs. Mr. Marciniak moved, Mr. Arnold seconded, to grant a Certificate of Appropriateness for the signs shown in the drawing submitted with the application. Vote being: McCann, Marciniak, Arnold, Stough and Lindsley (5) aye; (0) nay. Motion passed by a 5 to 0 vote.

Item 5 – Regulated Sign – app. no. 26-2019 requested by Brian Heil of Toledo Sign for Dave White Acura, 5968 Monroe Street, Sylvania, Ohio 43560. Application is for a new wall sign. Mr. Heil was present and stated that the channel letter sign will be lit. Sign is within the limits of the Sylvania Sign Code. Mr. McCann moved, Mr. Marciniak seconded, to grant a Certificate of Appropriateness for the sign shown in the drawing submitted with the application. Vote being: McCann, Marciniak, Arnold, Stough and Lindsley (5) aye; (0) nay. Motion passed by a 5 to 0 vote.

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

Submitted by,



Debra Webb, Secretary  
Municipal Planning Commission

Sylvania Municipal Planning Commission

Minutes of the regular meeting of July 10, 2019. 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. McCann moved, Mr. Arnold seconded to approve the Minutes of the June 12, 2019, meeting as submitted. Vote being: Stough, McCann, Marciniak, Arnold and Lindsley (5) aye; (0) nay. Motion passed by a 5 to 0 vote.

Council Referral - Utility and Ingress/Egress Easements for David R. Webb and Diane M. Webb; 0 Colonial Court, Sylvania, OH 43560. Mr. Webb was present. Mr. Burns explained that Mr. Webb has purchased the property at the end of Colonial Court and that he intends to build a single family home on the property. He explained that the small buffer lot next to it is City owned and that the easements are needed in order for Mr. Webb to be able to install utilities, and possibly a driveway, in the future. Mr. Marciniak moved, Mr. Arnold seconded to recommend to Council to approve the application for the utility and ingress/egress easements as submitted. Vote being: Stough, McCann, Marciniak, Arnold and Lindsley (5) aye; (0) nay. Motion passed by a 5 to 0 vote.

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

Submitted by,



Debra Webb, Secretary  
Municipal Planning Commission