

Minutes of the Meeting of Council  
January 6, 2020

The Council of the City of Sylvania, Ohio met in regular session on January 6, 2020 at 7:30 p.m. with Mayor Stough in the chair. Roll was called with the following members present: Katie Cappellini, Mark Frye, Doug Haynam, Brian McCann, Patrick Richardson, Lyndsey Stough, Mary Westphal; (7) present; (0) absent.

Roll call:  
All present.

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:

- 4c. Mayor's Proclamations of 3 Retiring Visiting Judges – Rost, Pletz and Kroncke.
- 5b. Proposed Ordinance No. 2-2020.
- 12a. Council appointments to Community Boards.
- 12b. Schedule an Employee & Community Relations Committee meeting.
- 14. Executive Session- discussion of potential litigation.

Agenda  
approval.

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

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

Mrs. Westphal presented the December 16, 2019 meeting minutes. Mrs. Westphal moved, Mr. Frye seconded, that since the Mayor, members of Council, and others had been furnished copies of these minutes prior to this meeting, Council dispense with the reading of these minutes at this time, and the journal of the minutes of the regular meeting of December 16, 2019 be approved; roll call vote being: Frye, Haynam, McCann, Richardson, Stough, Westphal, Cappellini, (7) yeas; (0) nays. The motion carried.

Approval of the  
December 16  
meeting  
minutes.

Mrs. Westphal presented the Organizational Meeting of January 2, 2020 minutes. Mrs. Westphal moved, Mr. Haynam seconded, that since the Mayor, members of Council, and others had been furnished copies of these minutes prior to this meeting, Council dispense with the reading of these minutes at this time, and the journal of the minutes of the organizational meeting of January 2, 2020 be approved; roll call vote being: Haynam, McCann, Richardson, Stough, Westphal, Cappellini, Frye, (7) yeas; (0) nays. The motion carried.

Approval of the  
Organizational  
meeting of  
January 2  
minutes.

Mayor Stough presented proclamations to three retiring Action Judges Thomas Pletz, William Kroncke and Peter Rost recognizing their years of service to the City of Sylvania.

Proclamations:  
Pletz, Kroncke  
and Rost.

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

Mrs. Westphal reported on the public hearing scheduled at 7:00p.m. on this date to consider an application PD-1-2019 from Louisville Title Agency of N.W. Ohio, Inc. for property located at 3921 & 3859 Sylvan Lakes Blvd. Sylvania, Ohio from B-2, “General Business District” to R-4PD “Multi Dwelling Medium High- Density District Planned Development”. The developer’s representative, Jerry Parker provided an overview of the project. No one spoke in favor or against the project. Legislation was advanced for council to consider.

Mr. Haynam presented and read aloud by title only, proposed Ordinance No. 2-2020, a written copy of same having been previously furnished to each member of Council, “Approving the recommendation of the Municipal Planning Commission relative to Planned Development Application No. PD-1-2019 of Jerome R. Parker, on behalf of Louisville Title Agency for N.W. Ohio, Inc., Trustee, and declaring an emergency.” Mr. Haynam moved, Mrs. Westphal seconded, that Council dispense with the Second and Third Reading of said Ordinance; roll call vote being: Haynam, McCann, Richardson, Stough, Westphal, Cappellini, Frye, (7) yeas; (0) nays. The motion carried.

Ordinance No. 2-2020, “Approving PD-1-2019, for property located 3921 & 3859 Sylvan Lakes Blvd from B-2 to R-4 PD....”

Mr. Haynam moved, Mr. Frye seconded, that Ordinance No. 2-2020 be enacted as an emergency measure as declared therein; roll call vote being: McCann, Richardson, Stough, Westphal, Cappellini, Frye, Haynam, (7) yeas; (0) nays. The motion carried.

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

Service Director’s report on the Downtown Sylvania Association Parklet – License Agreement was placed on file. Mr. Frye presented and read aloud by title only, proposed Ordinance No. 1-2020, a written copy of same having been previously furnished to each member of Council, “Granting a License to the Downtown Sylvania Association to enter a portion of city owned right-of-way to install and maintain two parklets on Main Street; authorizing the Mayor and Director of Finance to sign the License Agreement; and declaring an emergency.” Mr. Frye moved, Mr. Haynam seconded, that Council dispense with the Second and Third Reading of said Ordinance; roll call vote being: Richardson, Stough, Westphal, Cappellini, Frye, Haynam, McCann, (7) yeas; (0) nays. The motion carried.

Ordinance No. 1-2020, “Granting a license to DSA .... Parklet...”

Mr. Frye moved, Mrs. Westphal. Frye seconded, that Ordinance No. 1-2020 be enacted as an emergency measure as declared therein; roll call vote being: Stough, Westphal, Cappellini, Frye, Haynam, McCann, Richardson, (7) yeas; (0) nays. The motion carried.

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

Service Director's report on the Harroun Park Bioretention and Stream Restoration Project was placed on file. Mrs. Cappellini moved, Mrs. Westphal seconded to authorize the Clerk of advertise for Request for Qualifications for Design-Build Service for the Harroun Park Bioretention and Street Restoration project. Roll call vote being: Westphal, Cappellini, Frye, Haynam, McCann, Richardson, Stough, (7) yeas; (0) nays. The motion carried.

Advertise for qualifications for Harroun Park Bioretention project.

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

Mrs. Westphal presented and read aloud by title only, proposed Resolution No. 1-2020, a written copy of same having been previously furnished to each member of Council, "A Resolution designating the Clerk of Council as the Mayor and City Council's Designee to attend training programs and seminars about the Public Records Law as required by Ohio Revised Code Section 109.43; and declaring an emergency." Mrs. Westphal moved, Mr. Haynam seconded, that Council dispense with the Second and Third Reading of said Resolution; roll call vote being: Westphal, Cappellini, Frye, Haynam, McCann, Richardson, Stough, (7) yeas; (0) nays. The motion carried.

Resolution No. 1-2020, "Designating Clerk as Mayor & Councils designee re: Public Records training..."

Mrs. Westphal moved, Mr. Frye seconded, that Resolution No. 1-2020 be enacted as an emergency measure as declared therein; roll call vote being: Cappellini, Frye, Haynam, McCann, Richardson, Stough Westphal, (7) yeas; (0) nays. The motion carried.

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

Mr. Haynam moved, Mrs. Cappellini seconded to not request a hearing on the liquor permit for Element 112, LLC, 5737 N. Main Street, Sylvania, Ohio for a D1, D2, & D3 liquor permit. Roll call vote being: Frye, Haynam, McCann, Richardson, Stough Westphal, Cappellini, (7) yeas; (0) nays. The motion carried.

No hearing: Element 112, LLC liquor permit.

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

Mrs. Westphal moved, Mr. McCann seconded to confirm the Mayor's appointments, Carol Lindhuber and Kathleen Fisher to the Municipal Planning Commission of Sylvania. Roll call vote being: Haynam, McCann, Richardson, Stough Westphal, Cappellini, Frye, (7) yeas; (0) nays. The motion carried.

Confirm Mayor's appts. To Plan Com. Lindhuber and Fisher.

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

Mrs. Westphal presented and read aloud by title only, the proposed Resolution No. 2-2020, a written copy of same having been previously furnished to each member of Council, “Re-appointing Kathie Cappellini to the Board of Trustees of Sylvania Area Joint Recreation District (SAJRD), she being a member of the council of this appointing political subdivision, for the full calendar year of 2020; and declaring an emergency.” Mrs. Westphal moved, Mr. Frye seconded, that Council dispense with the Second and Third Reading of said Resolution; roll call vote being: Haynam, McCann, Richardson, Stough, Westphal, Cappellini, Frye, (7) yeas; (0) nays. The motion carried.

Resolution No. 2-2020;  
“Reappointing Cappellini to SAJRD...”

Mrs. Westphal moved, Mr. Haynam seconded, that Resolution No. 2-2020 be enacted as an emergency measure as declared therein; roll call vote being: McCann, Richardson, Stough, Westphal, Cappellini, Frye, Haynam, (7) yeas; (0) nays. The motion carried.

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

Mrs. Westphal moved, Mr. Haynam seconded to place the following Council members on the Community Boards as of 1/2/2020:

- Lyndsey Stough on the Sylvania Arts Commission.
- Mary Frye on the Downtown Sylvania Association (DSA).
- Lyndsey Stough on the Heritage Sylvania.
- Patrick Richardson on the Sister City Commission.
- Brian McCann on the Sylvania Community Action Team (SCAT).
- Doug Haynam on the Sylvania Community Services.

Roll call vote being: Richardson, Stough, Westphal, Cappellini, Frye, Haynam, McCann, (7) yeas; (0) nays. The motion carried.

Council appointments to various Community Boards.

Mr. Richardson moved, Mr. McCann seconded to set a Employee & Community Relations Committee for Monday, January 13, 2020 to discuss the Banner Policy, live streaming of council meetings, and the new logo press release. Roll call vote being: Richardson, Stough, Westphal, Cappellini, Frye, Haynam, McCann, (7) yeas; (0) nays. The motion carried.

Emp & Com Relation Com Mtg set for 1/13/20; 5:00 p.m.

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

Information was handed out regarding the current downtown banner and decorations policy. This will be discussed at the Employee & Community Relations Committee to be held on 1/13/20 at 5:00 p.m.

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

Mrs. Westphal moved, Mr. Haynam seconded to enter into Committee of the Whole Executive Session for the purpose of discussing potential litigation at 8:23 p.m. Roll call vote being: Stough, Westphal, Cappellini, Frye, Haynam, McCann, Richardson (7) yeas; (0) nays. The motion carried.

Executive  
Session re:  
Potential  
litigation.

Mrs. Westphal moved, Mr. Richardson seconded to return from Executive Session to General Session at 9:08 p.m. Roll call vote being: Stough, Westphal, Cappellini, Frye, Haynam, McCann, Richardson, (7) yeas; (0) nays. The motion carried.

Mrs. Westphal moved, Mrs. Cappellini seconded to adjourn at 9:10 p.m. Roll call vote being: Westphal, Cappellini, Frye, Haynam, McCann, Richardson, Stough, (7) yeas; (0) nays. The motion carried.

Adjournment

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Clerk of Council

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Mayor

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