

Sylvania City Council
February 18, 2020

7:30 p.m. Council Meeting
Agenda

1. Roll call. Mrs. Cappellini, Mr. Frye, Mr. Haynam, Mr. McCann, Mr. Richardson, Ms. Stough, Mrs. Westphal.
2. Pledge of Allegiance to the United States of America led by Mr. Frye.
3. Additions to the agenda.
4. Approval of the regular council meeting minutes of 2/3/20.
5. 2020 ODOT Highway Safety Improvement Program Application.
 - a. Service Director's report on application.
 - b. Proposed Resolution No. 6-2020, Authorizing to prepare and submit an Application to Participate in the Ohio Department of Transportation Highway Safety Improvement Program. (US23/Monroe Street intersection improvements)
6. Engineering Services Contract Modification- Cushman Road Improvements.
 - a. Service Director's report on the contract modifications.
 - b. Proposed Ordinance No.8-2020, Authorizing an amendment to agreement with ESA, LLC for Engineering Services relative to the Cushman Road Improvements.
7. Proposed Ordinance No. 9-2020, Authorizing to enter into an Agreement with the Chairman of the Lucas County General Health District Advisory Council for a contract providing for the Administration of Health and Environmental Affairs in the Regional Combined Health District.
8. Proposed Ordinance No. 10-2020, Authorizing to enter into a Customer Supply Agreement for the provision of electric energy to residential and small commercial customers.
9. Proposed Ordinance No. 11-2020, Authorizing to enter into an agreement to establish the Lucas County 911 Regional Council of Governments.
10. Proposed Ordinance No. 12-2020, Accepting the proposal of Fuller Art House to prepare an Advanced Style Guide for the new City of Sylvania logo.

11. Committee reports.
12. Committee referrals.

INFORMATION

- A. January 2020 Bank Reconciliation.
- B. Board of Architectural Review minutes from February 12, 2020.
- C. Municipal Planning Commission minutes from February 12, 2020.

Minutes of the Meeting of Council
February 3, 2020

The Council of the City of Sylvania, Ohio met in regular session on February 3, 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 Mrs. Cappellini.

Pledge of
Allegiance.

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

The following items were added to the agenda:

- 9c. Schedule a Finance Committee meeting.
- 9d. Schedule an Employee and Community Relations Committee meeting.

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.

Agenda
approval.

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

Mrs. Westphal presented the January 21, 2020 meeting minutes. Mrs. Westphal moved, Mr. Haynam seconded, that since the Mayor, members of Council, and others had been furnished copies of these minutes prior to this meeting, Council dispense with the reading of these minutes at this time, and the journal of the minutes of the regular meeting of January 21, 2020 be approved; roll call vote being: Frye, Haynam, McCann, Richardson, Stough, Westphal, Cappellini, (7) yeas; (0) nays. The motion carried.

Approval of the
January 21th
meeting
minutes.

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

Dani Fuller presented a proposal for a Style Guide for the new city logo to maintain uniformity during usage. Mrs. Westphal moved, Mr. Haynam seconded to direct administration to prepare legislation to award the contract to Fuller Art House; roll call vote being: Frye, Haynam, McCann, Richardson, Stough, Westphal, Cappellini, (7) yeas; (0) nays. The motion carried.

Style Guide for
new city logo.

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

Service Director's report on the Acres Road Sanitary Sewer Extension (6024 & 6030 Acres Road) project was placed on file. Mr. McCann presented and read aloud by title only, proposed Resolution No. 5-2020, a written copy of same having been previously furnished to each member of Council, "Declaring it necessary to improve the City of Sylvania, Lucas County, Ohio, Acres Road by installing an eight-inch sanitary sewer lines and other related appurtenances to 6024 and 6030 Acres Road; and declaring an emergency." Mr. McCann moved, Mrs. Westphal 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.
5-2020,
"...sanitary
sewer lines to
6024 & 6030
Acres Rd..."

Minutes of the Meeting of Council
February 3, 2020

Mr. McCann moved, Mr. Frye seconded, that Resolution No. 5-2020 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 7.

Mayor Stough presented a Petition for Zoning Ordinance Amendment, ZA-1-2020, from South Briar LCC (David Schmitt), from "R-1", Single-Family Residential Large Lot District to "B-2" General Business District and "R-3" Multiple Dwelling Medium Density District. for property located at 5111 & 5123 Main Street, Sylvania, Ohio 43560. Mr. Haynam moved, Mrs. Westphal seconded to refer ZA-1-2020 to the Planning Commission for review and recommendation. Roll call vote being: Richardson, Stough, Westphal, Cappellini, Frye, Haynam, McCann, (7) yeas; (0) nays. The motion carried.

Refer
ZA-1-2020 to
Plan
Commission.

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

Mr. Richardson moved, Mr. Haynam seconded, to refer proposed Ordinance 7, 2020 to the Employee & Community Relations Committee for review and recommendation; roll call vote being: Stough, Westphal, Cappellini, Frye, Haynam, McCann, Richardson, (7) yeas; (0) nays. The motion carried.

Refer Ord. No.
7-2020, to Emp
& Community
Relations
Committee.

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

Mrs. Westphal reported on the Finance Committee meeting held on January 23, 2020 to receive the results of the Market Analysis for our Downtown from Environmental Design. Council will receive a formal written report that will complete the first phase of their recommendations.

Finance Com.
Report from
1/23/20.

Mrs. Westphal reported on the Finance Committee meeting held on February 3, 2020 to discuss the 2020 funding request from the Downtown Sylvania Association. Ray Betz, Brian Kezur and Dani Fuller provided information on their activities. The Finance Committee will schedule another meeting to review the funding of all Community Programs.

Finance Com.
Report from
2/3/20.

Minutes of the Meeting of Council
February 3, 2020

- | | |
|--|---|
| <p>Mrs. Westphal moved, Mr. Frye seconded to schedule a Finance Committee meeting for Wednesday, February 26, 2020 at 8:00 a.m. in the Finance Conference Room to discuss the funding of Community Programs. Roll call vote being: Westphal, Cappellini, Frye, Haynam, McCann, Richardson, Stough, (7) yeas; (0) nays. The motion carried.</p> | <p>Finance Com.
Mtg; 2/26/20;
8:00 a.m.</p> |
| <p>Mr. Richardson moved, Mrs. Cappellini seconded to schedule an Employee & Community Relations Committee meeting for Tuesday, March 3, 2020 at 5:00 p.m. to interview candidates for the Board of Zoning Appeals and SAJRD appointments by Council and discuss proposed Ordinance No. 7-2020. Roll call vote being: Cappellini, Frye, Haynam, McCann, Richardson, Stough, Westphal, (7) yeas; (0) nays. The motion carried.</p> | <p>Employee &
Com Relations
Com Mtg
3/3/20; 5:00
p.m.</p> |
| <p>Mrs. Westphal moved, Ms. Stough seconded to schedule a Committee of the Whole meeting for Monday, March 2, 2020 at 6:45 p.m. to discuss a possible primary date change. Roll call vote being: Frye, Haynam, McCann, Richardson, Stough, Westphal, Cappellini, (7) yeas; (0) nays. The motion carried.</p> | <p>COW Mtg,
3/2/20; 6:45
p.m.</p> |
| <p>Mrs. Westphal moved, Mr. Richardson seconded to adjourn at 8:36 p.m. Roll call vote being: Haynam, McCann, Richardson, Stough, Westphal, Cappellini, Frye, (7) yeas; (0) nays. The motion carried.</p> | <p>Adjournment</p> |

Clerk of Council

Mayor



DEPARTMENT OF PUBLIC SERVICE

KEVIN G. ALLER, PE DIRECTOR

February 18, 2020

To: The Mayor and Members of Sylvania City Council

Re: **2020 ODOT Highway Safety Improvement Program Application**

Dear Mr. Mayor and Council Members:

The Service Department has one project to submit for funding consideration in the April 2020 solicitation round of projects eligible in the Ohio Department of Transportation's Highway Safety Improvement Program (HSIP).

The City's No. 1 project is US-23 & Monroe Street Interchange Improvements Project. The Service Department started interchange improvement discussions with the 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 \$9,790,783 in HSIP funding assistance.

The Service Department began pursuing grant funds last August and to date has secured over \$17 million towards the project. Enclosed is a funding matrix of the various eligible programs, the anticipated request amounts, and awarded amounts to date. 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. If successful with all applications construction would begin in 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

US-23 & Monroe Street Interchange Improvements Funding Matrix

2/4/2020

Program	Application Year					Request	Award	% of Project
	2019	2020	2021	2022	2023			
TMACOG TIP	August					\$2,884,444	\$2,884,444	10.3%
	August					\$5,555,170	\$5,998,370	21.4%
	August					\$443,200	\$0	0.0%
ODOT		April				\$9,790,783	-	34.9%
		No Application Necessary				\$5,374,825	\$5,374,825	19.2%
		No Application Necessary				\$252,250	\$252,250	0.9%
OPWC					November	\$944,480	-	3.4%
City						\$2,805,912	\$2,805,912	10.0%
Total						\$28,051,064	\$17,315,801	
						% Secured to Date	61.7%	

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

Funds secured to date.

TAP Application request was not successful, but the TAP Committee recommended increasing the STBG award amount to cover the requested amount since this project was the #1 scored project. As a result the STBG award amount was increased from \$5,555,170 to \$5,998,370.

RESOLUTION NO. 6 -2020

A RESOLUTION AUTHORIZING THE MAYOR AND DIRECTOR OF FINANCE TO PREPARE AND SUBMIT AN APPLICATION TO PARTICIPATE IN THE OHIO DEPARTMENT OF TRANSPORTATION HIGHWAY SAFETY IMPROVEMENT PROGRAM AND TO EXECUTE CONTRACTS AS REQUIRED; AND DECLARING AN EMERGENCY.

WHEREAS, the Ohio Department of Transportation Highway Safety Improvement Program provides financial assistance to political subdivisions for capital improvements to public infrastructure; and,

WHEREAS, pending successful grant applications, the City of Sylvania and ODOT are planning to improve the US-23 and Monroe Street Interchange in 2025; and,

WHEREAS, the Director of Public Service, in a report dated February 18, 2020, indicated that the total estimated cost of the project is \$28,051,064 and the City is requesting up to \$9,790,783 in Highway Safety Improvement Program funding, with the City previously being awarded over \$17,000,000 in grant funding toward the project.

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 Ohio Department of Transportation Highway Safety Improvement Program 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 US-23 and Monroe Street Interchange Project are 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 the Ohio Department of Transportation 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, _____, 2020, as an emergency measure.

ATTEST:

President of Council

APPROVED AS TO FORM:

Clerk of Council

Director of Law

APPROVED:

Mayor

Date

69



DEPARTMENT OF PUBLIC SERVICE
KEVIN G. ALLER, PE DIRECTOR

February 18, 2020

To: The Mayor and Members of Sylvania City Council

Re: **Engineering Services Contract Modification – Cushman Road Improvements**

Dear Mr. Mayor and Council Members:

On November 18, 2019 City Council accepted the proposal from ESA, LLC to provide engineering services for improvements on Cushman Road and Randall Drive (Ord. 96-2019).

One of the project goals was to re-establish a new drainage swale centerline on the east side of the road and provide side slopes that are much easier to maintain than the existing conditions. During engineering design, it was determined there was insufficient right-of-way to accomplish this goal. As a result, the Service Department requested an engineering proposal from ESA to provide legal descriptions and drawings that will be used to acquire temporary construction easements from the required property owners. ESA has provided an estimated fee of \$11,900 to accomplish this task.

In addition, the Service Department asked for an engineering design change to shift the new waterline from the east side of the road to the west side of the road to provide more room for the required drainage improvements. The drainage swales needed to be redesigned to accommodate the larger footprint. As a result of the design changes, ESA has requested an additional \$9,800 to complete the construction plans.

The original engineering design fee was \$12,500 which would bring the total cost of engineering design work to be \$34,200. We believe the fees are reasonable and would recommend approval of the engineering service contract modification with ESA in the amount of \$21,700. Please call with any questions.

Sincerely,

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

6b

ORDINANCE NO. 8 -2020

AUTHORIZING THE MAYOR AND DIRECTOR OF FINANCE TO APPROVE THE AMENDMENT TO THE CITY'S AGREEMENT WITH ESA, LLC FOR THE ENGINEERING SERVICES RELATIVE TO THE CUSHMAN ROAD IMPROVEMENTS; INCREASING THE PROPOSAL AMOUNT BY \$21,700; APPROPRIATING FUNDS THEREFORE; AND DECLARING AN EMERGENCY.

WHEREAS, Ordinance No. 96-2019, passed November 18, 2019, accepted the proposal of ESA, LLC to provide engineering services for the Cushman Road Improvement Project at a cost of \$12,500; and,

WHEREAS, part of the improvement project includes establishing a new drainage swale centerline on the east side of the road and provide side slopes that are easier to maintain; and,

WHEREAS, during engineering design, it was discovered that there is insufficient right-of-way to establish a new drainage swale and, therefore, additional right-of-way will need to be acquired; and,

WHEREAS, ESA, LLC has proposed to provide legal descriptions and drawings that will be used to acquire temporary construction easements from the necessary property owners at a cost of \$11,900; and,

WHEREAS, an engineering design change was also requested to shift the new waterline from the east side of the road to the west side of the road to provide more room for the required drainage improvements; and,

WHEREAS, all of this additional work has resulted in a net addition to the original proposal amount of \$21,700, bringing the total contract amount to \$34,200; and,

WHEREAS, the Director of Public Service, in a report dated February 18, 2020, has recommended approval of the additional cost of the engineering design fees.

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

SECTION 1. That said increase in the proposal in the amount of Twenty-One Thousand Seven Hundred Dollars (\$21,700.00), 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 proposal amendment on behalf of this City, thereby indicating such approval and changing the total contract amount.

SECTION 2. That to provide funds for said planning and landscape architectural services hereby authorized, there is hereby allocated from the **WATER FUND** from funds therein not heretofore allocated to **Account No. 701-7525-53501 - Utility Improvements**, an amount not to exceed Twenty-One Thousand Seven Hundred Dollars (\$21,700.00).

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

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

SECTION 5. That this Ordinance is hereby declared to be an emergency measure necessary for the immediate preservation of the public peace, health, safety, property and welfare and for the further reason that adjustments in the proposal for said additional engineering design should be approved immediately so as not to delay the project completion and the appropriation therefore should be made promptly so as to preserve the good credit of this City. 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, _____, 2020, as an emergency measure.

President of Council

ATTEST:

APPROVED AS TO FORM:

Clerk of Council

Director of Law

APPROVED:

Mayor

Date

ORDINANCE NO. 9 -2020

AUTHORIZING THE MAYOR AND DIRECTOR OF FINANCE TO ENTER INTO AN AMENDED AGREEMENT WITH THE CHAIRMAN OF THE LUCAS COUNTY GENERAL HEALTH DISTRICT ADVISORY COUNCIL FOR A CONTRACT PROVIDING FOR THE ADMINISTRATION OF HEALTH AND ENVIRONMENTAL AFFAIRS IN THE REGIONAL COMBINED HEALTH DISTRICT; AND DECLARING AN EMERGENCY.

WHEREAS, Ordinance No. 116-99, passed by Sylvania City Council on October 18, 1999, authorized the Mayor and Director of Finance to enter into an Agreement with the Chairman of the Lucas County General Health District Advisory Council establishing a regional combined health district; and,

WHEREAS, Ordinance No. 2-2005, passed by Sylvania City Council on January 3, 2005, authorized the Mayor and Director of Finance to enter into a Second Amended Agreement with the Chairman of the Lucas County General Health District Advisory Council, which contained no substantive changes to the Agreement only an extension of the term of the Agreement; and,

WHEREAS, Ordinance No. 102-2009, passed October 5, 2009, authorized the Mayor and Director of Finance to enter into a Third Amended Agreement with the Chairman of the Lucas County General Health District Advisory Council for a contract providing for the administration of health and environmental affairs in the regional combined health district; and,

WHEREAS, the City has received a proposed Amended Agreement in which there are no substantive changes made to the proposed Amended Agreement, the only change being to extend the term of the Agreement to January 1, 2025; and,

WHEREAS, the Agreement provides that the governing body of said health district shall be the Regional Combined Health District Board which will be comprised of thirteen members with one member from the City of Sylvania being appointed to represent the City; that the agreement may be terminated by either party on one year written notice; the regional combined health district board shall establish and approve a regional health district budget for which the City of Sylvania will provide 3.35% (increased from 3% to 3.35% in 2009) of the total intergovernmental revenue no later than March 31 of each year; and the regional health district board shall provide a written detailed account of all actions, efforts and progress of the regional

combined health district every forty-five days commencing from the effective date of the Agreement and continuing thereafter throughout the term of the Agreement; and.

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, on behalf of the City of Sylvania, Ohio, to enter into an Amended Agreement with the Chairman of the Lucas County General Health District Advisory Council, which Agreement is attached hereto as "Exhibit A."

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 Amended Agreement should be entered into as soon as possible in order to maintain the administration of health and environmental services in the City of Sylvania. 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, _____, 2020, as an emergency measure.

ATTEST:

President of Council
APPROVED AS TO FORM:

Clerk of Council
APPROVED:

Director of Law

Mayor

Date

ORDINANCE NO. 10 -2020

**AUTHORIZING THE MAYOR AND DIRECTOR OF FINANCE
TO ENTER INTO A CUSTOMER SUPPLY AGREEMENT FOR THE
PROVISION OF ELECTRIC ENERGY TO RESIDENTIAL AND SMALL
COMMERCIAL CUSTOMERS WITHIN THE CITY OF SYLVANIA;
AND DECLARING AN EMERGENCY.**

WHEREAS, Sylvania has been a Public Utilities Commission of Ohio (“PUCO”) certified governmental aggregator since 2000 and has offered various programs to residential and small commercial users over the years; and,

WHEREAS, the Sylvania is also a member of the Northwest Ohio Aggregation Coalition (“NOAC”) as are several other neighboring communities; and,

WHEREAS, the City’s participation in NOAC has resulted in an estimated savings to all NOAC residential and small commercial participants of \$86 million through 2019; and,

WHEREAS, NOAC’s current Agreement with FirstEnergy Solutions expires in April, 2020 and NOAC’s energy consultant, Palmer Energy, recently issued an RFP for residential and small commercial customers to 14 suppliers; and,

WHEREAS, NOAC received five proposals for the provision of lower-cost electricity to residential and small commercial customers within the City of Sylvania; and,

WHEREAS, the NOAC member communities have met and reviewed the proposals with Palmer Energy and Palmer Energy has recommended moving forward in the contract review and evaluation process with AEP Energy, Dynegy, and FirstEnergy Solutions for 24-month terms to further evaluate and determine which supplier will represents the best savings for the residential and small commercial consumers in the City of Sylvania; and,

WHEREAS, the responses to the RFP provide for the term of the Agreement to be twenty-four months with anticipated approximate annual savings of \$53 for residential customers

and \$152 annually for commercial customers over the term of the Agreement.

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 a Customer Supply Agreement with First Energy Solutions, AEP Energy or Dynegy, subject to final review and approval of the Director of Law and the City's consultant, Palmer Energy on behalf of the City of Sylvania.

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 Customer Supply Agreement should be executed immediately so as to provide uninterrupted service to the municipal customers in the City of Sylvania. 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, _____, 2020, as an emergency measure.

ATTEST:

President of Council
APPROVED AS TO FORM:

Clerk of Council
APPROVED:

Director of Law

Mayor

Date

ORDINANCE NO. 11 -2020

AUTHORIZING THE MAYOR AND DIRECTOR OF FINANCE TO ENTER INTO AN AGREEMENT TO ESTABLISH THE LUCAS COUNTY 911 REGIONAL COUNCIL OF GOVERNMENTS, ON BEHALF OF THE CITY OF SYLVANIA, OHIO; AND DECLARING AN EMERGENCY.

WHEREAS, Ohio Revised Code Section 167.01 provides that the governing bodies of any two or more political subdivisions may enter into an Agreement establishing a regional council of governments; and,

WHEREAS, Ohio Revised Code Sections 167.03(A)(5) and 128.03(D)(1) provide that a regional council of governments has the power to operate a public safety answering point; and,

WHEREAS, the Safety Committee met on November 6, 2019 to consider and gather information from the Director of Public Safety and Chief of Police regarding the 911 consolidation; and,

WHEREAS, a Special Council Meeting was held following the Safety Committee meeting on November 6, 2019 to appoint the City of Sylvania’s representative to the Lucas County 9-1-1 Planning Committee; and,

WHEREAS, Resolution No. 17-2019, passed by Sylvania City Council on November 6, 2019, appointed Donald L. Atkinson, Mayor of Whitehouse, as the City of Sylvania’s representative to the Lucas County 9-1-1 Planning Committee; and,

WHEREAS, the Lucas County 911 Planning Committee amended Lucas County’s Final Plan through an Addendum passed on December 10, 2019 merging and consolidating 911 operations under a regional council of governments; and,

WHEREAS, the City of Sylvania desires to participate with all of the other political subdivisions in Lucas County in the formation of a regional council of governments for the purpose of operating a public safety answering point in accordance with Chapter 128 of the Ohio Revised Code; and,

WHEREAS, the proposed Agreement is attached hereto as “Exhibit A.”

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 other political subdivisions in Lucas County, on behalf of the City of Sylvania, to establish the Lucas County 911 Regional Council of Governments as attached hereto as "Exhibit A."

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 entered into 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, _____, 2020, as an emergency measure.

ATTEST:

President of Council
APPROVED AS TO FORM:

Clerk of Council
APPROVED:

Director of Law

Mayor

Date

AGREEMENT

ESTABLISHING THE LUCAS COUNTY 911 REGIONAL COUNCIL OF GOVERNMENTS

WHEREAS, Ohio Revised Code Section 167.01 provides, in general, that the governing bodies of any two or more political subdivisions may enter into an agreement establishing a regional council of governments for the purposes of performing functions and duties that its Members can perform individually and addressing problems of mutual concern; and

WHEREAS, Ohio Revised Code Sections 167.03(A)(5) and 128.03(D)(1) provide that a regional council of governments shall have the power to operate a public safety answering point; and

WHEREAS, the Lucas County 911 Planning Committee amended Lucas County's Final Plan through an Addendum passed on December 10, 2019 merging and consolidating 911 operations under a regional council of governments; and

WHEREAS, the Board of Lucas County Commissioners and all other political subdivisions located within Lucas County wish to form a regional council of governments for the purpose of operating a public safety answering point in accordance with Chapter 128 of the Revised Code;

NOW, THEREFORE, it is agreed by and among the Members identified herein, on behalf of which this Agreement has been executed in accordance with the authorizing resolutions or ordinances adopted by their respective governing bodies, as follows:

Section 1. Purposes. The Lucas County 911 Regional Council of Government is created, in accordance with Section 167.03(A)(5) of the Ohio Revised Code, to organize and operate a Public Safety Answering Point in accordance with Chapter 128 of the Ohio Revised Code.

Section 2. Definitions. As used in this Agreement and in the By-laws adopted pursuant to Section 5 hereof, the following words shall have the following meanings:

“Agreement” means this agreement, as the same may be amended, modified or supplemented in accordance with Section 11 hereof.

“By-laws” means the regulations adopted by the Council pursuant to Revised Code, § 167.04, as those regulations may be amended, modified or supplemented in accordance with this Agreement.

“Regional Council” or “Council” means the regional council of governments established pursuant to this Agreement that shall be known as the Lucas County 911 Regional Council.

“Council Costs” means operating costs and any other costs incurred in connection with the activities and operations of the Regional Council.

“Council Funds” means the funds that shall be established and maintained by the Treasurer and/or Fiscal Agent as separate funds in accordance with the By-laws, into which shall be deposited all assessment, membership dues, grants, or other revenue generated from any and all sources.

“Board of Directors” means the governing board of the Council consisting of the following: (A) County Sheriff, (B) the police chief of the most populous municipality in the County, (C) the fire chief from the most populous municipality in the County, (D) the police chief from the second most populous jurisdiction in the County, (E) a Lucas County municipal police chief selected by a majority of the suburban municipal police chiefs, (F) a municipal fire chief selected by a majority of the suburban municipal fire chiefs, and (G) a township fire chief selected by the Lucas County Township Association. The Board of Directors shall have primary responsibility for the conduct of the Council’s business in accordance with Ohio Revised Code Section 167.04(A) and as specified in the By-laws.

“Technical Advisory Committees” shall include the following: (A) Law Enforcement Technical Advisory Committee, (B) Fire and Emergency Medical Service Technical Advisory Committee, and (C) the Administrators Technical Advisory Committee and shall have the duties specified in this Agreement and the By-laws.

“Fiscal Agent” means the entity as may be designated by the Governing Board pursuant to the By-laws.

“Chief Financial Officer” means the fiscal officer appointed by the Board of Trustees pursuant to the By-laws, in the event that the Board of Directors should at any point in time determine to operate the Council’s financial services through direct action, without the services of a Fiscal Agent, pursuant to Chapter 167 of the Ohio Revised Code. If a Chief Financial Officer is so appointed, all references in this Agreement pertaining to the Fiscal Agent shall be deemed to relate to the Chief Financial Officer, who shall have all of the rights, powers, and responsibilities ascribed to the Fiscal Agent by such documents, unless clearly inappropriate.

“Fiscal Year” means the twelve-month period established by the Board of Directors.

“Member” means the Board of Lucas County Commissioners and any of the political subdivisions of Lucas County that has caused this Agreement to be executed in its name in accordance with Section 8 hereof and has not withdrawn from the Council pursuant to By-laws Section 9 of this Agreement.

“9-1-1 Planning Committee” means the same as in R.C. 128.06.

Section 3. Name. The name of this regional council of governments shall be the “Lucas County 911 Regional Council of Government.” The Board of Directors shall have the authority to change the council name.

Section 4. Representation of Members. Each Member of the Council shall be represented by the member jurisdiction’s representative on the Board of Directors as specified in Section 2 of this Agreement.

Section 5. Adoption of By-laws. Within ninety days following execution of this Agreement by at least two members, the Board of Directors shall meet for the purpose of adopting By-laws. The affirmative vote of a majority of the Board of Directors shall be required for the adoption of the By-laws.

Section 6. Technical Advisory Committees. The Regional Council shall maintain three Technical Advisory Committees: (A) Law Enforcement Technical Advisory Committee, (B) Fire and Emergency Medical Services Technical Advisory Committee, and (C) Administrators Technical Advisory Committee.

The Law Enforcement Technical Advisory Committee shall be tasked with reviewing, presenting and establishing recommendations to the Board of Directors regarding law enforcement policies and procedures that impact the Lucas County 911 Regional Council of Governments. Every chief of a law enforcement agency in Lucas County shall have a seat on the Law Enforcement Technical Advisory Committee.

The Fire and Emergency Medical Services Technical Advisory Committee shall be tasked with reviewing, presenting and establishing recommendations to the Board of Directors regarding fire and emergency medical policies and procedures that impact the Lucas County 911 Regional Council of Governments. Every fire chief in Lucas County as well as the administrator of Lucas County EMS shall have a seat on the Fire and Emergency Medical Service Technical Advisory Committee.

The Administrators Technical Advisory Committee shall be responsible for reviewing administrative and budgetary matters as well as recommending the annual budget and all collective bargaining agreements of the Lucas County 911 Regional Council of Governments. All budgets and collective bargaining agreements must be approved and recommended by a majority of the Administrators Technical Advisory Committee before formal consideration and approval by the Board of Directors. The annual budget for the Lucas County 911 Regional Council of Governments shall be presented to the Administrators Technical Advisory Committee no less than 90 days prior to the start of each fiscal year. The Administrators Technical Advisory Committee shall be comprised of the chief elected official or their designee of each political subdivision of Lucas County.

Section 7. Assessment of Fees and Costs. Annually the Board of Directors will determine the costs of the Regional Council for the next fiscal year based upon the annual budget recommended and approved by a majority of the Administrators Technical Advisory Committee. These costs shall be assessed to the county, municipalities, and townships in Lucas County based on the method and formula determined by the 9-1-1 Planning Committee, regardless of membership status of the county, municipality, village or township.

Failure to pay the assessment pursuant to this Agreement may result in the assessment of interest charges and legal action as provided in Ohio law and the By-laws.

Section 8. Membership. Membership in the Regional Council is open to Lucas County and all municipalities, villages and townships in Lucas County. The Board of Directors may expand membership to include political subdivisions outside of Lucas County.

Section 9. New Member Admissions. Upon request and approval of a majority of the Board of Directors, a non-member county, municipality, village or township may be admitted as a member of the Regional Council.

Section 10. Withdrawal of a Member. Any Member wishing to withdraw from the Regional Council may do so with 60 days written notice. Withdrawal as a member shall not relieve Lucas County member jurisdictions of continuing to pay the assessment authorized by Section 6.

Section 11. Title to Property and Assets. Title to all property and assets of the Council, regardless of whether such property and/or assets are real or personal, tangible or intangible, and regardless of whether such property and/or assets originated from contributions by Members, external sources, or were developed by the activities of the Council, shall be vested solely in the Council and not in its respective Members.

Upon the withdrawal of any Member pursuant to Section 9 herein or otherwise, the withdrawing Member shall have no right or claim upon any such property or assets of the Council, except as may be due and owing to such Member under a specific contractual arrangement, or as a result of overpayment of dues by such Member.

Upon termination of this Agreement and dissolution of the Council, all property and assets remaining in the hands of the Council shall be distributed in accordance with the provisions of Section 13 herein.

Section 12. Amendments. All proposed amendments to this Agreement must be approved by a super majority (seventy percent) of the Board of Directors.

Section 13. Term of Agreement. It is the express intention of the Members that this Agreement shall continue for an indefinite term, but may be terminated as herein provided.

Section 14. Termination of Agreement; Dissolution. This Agreement may be terminated only with the approval of a super majority (seventy percent) of the Board of Directors or through an amendment to Lucas County's Final Plan pursuant to Ohio Revised Code Section 128.12. Upon termination, the Board of Directors will determine the disposition of the Council's property and assets.

Section 15. Effectiveness and Counterparts of the Agreement. This Agreement shall not be effective with respect to any Member until signed by the representative of that Member, as authorized by a duly adopted resolution or ordinance of the governing body of that Member. This Agreement shall be effective with respect to the establishment and operation of the Council upon

its execution by the Board of Lucas County Commissioners and at least one municipal and one township member. The Agreement may be signed in separate counterparts on behalf of any one or more than one of the Members, without the necessity for any one counterpart to be signed on behalf of all Members. All separately signed counterparts shall be filed with the Council Fiscal Agent and shall constitute one Agreement.

Section 16. No Third-Party Beneficiaries. The parties hereby expressly declare that, unless specifically so provided herein, it is not their intention, through any provision of this Agreement, to create the rights of a third-party beneficiary in any other person or entity, either private or governmental.

[EXECUTION ON PAGES TO FOLLOW]

IN WITNESS WHEREOF, the parties hereunto set their hands by their duly authorized officials.

BOARD OF COUNTY COMMISSIONERS

Tina Skeldon Wozniak, Commissioner

Pete Gerken, Commissioner

Gary L. Byers, Commissioner

APPROVED AS TO FORM:

John Borell, Assistant Prosecutor
Lucas County Prosecutor's Office

IN WITNESS WHEREOF, the parties hereunto set their hands by their duly authorized officials.

CITY OF [INSERT CITY NAME]

[Insert Chief Executive's Name], Mayor

APPROVED AS TO FORM:

[Insert Law Director's Name], Law Director

IN WITNESS WHEREOF, the parties hereunto set their hands by their duly authorized officials.

VILLAGE OF [INSERT VILLAGE NAME]

[Insert Chief Executive's Name], Mayor

APPROVED AS TO FORM:

[Insert Law Director's Name], Law Director

IN WITNESS WHEREOF, the parties hereunto set their hands by their duly authorized officials.

BOARD OF [INSRT TOWNSHIP NAME] TOWNSHIP TRUSTEES

[Insert Trustee Name], Trustee

[Insert Trustee Name], Trustee

[Insert Trustee Name], Trustee

APPROVED AS TO FORM:

[Insert Legal Counsel Name], [Insert Title]

ORDINANCE NO. 12 -2020**ACCEPTING THE PROPOSAL OF FULLER ART HOUSE TO PREPARE AN ADVANCED STYLE GUIDE FOR THE NEW CITY OF SYLVANIA LOGO; APPROPRIATING FUNDS THEREFORE IN THE AMOUNT OF \$6,200; AND DECLARING AN EMERGENCY.**

WHEREAS, at the October 15, 2018 Employee and Community Relations Committee meeting, a discussion was held on the need for a new City logo to ensure consistency and uniformity; and,

WHEREAS, the Economic Development Director solicited proposals from several firms and we received proposals from three firms to work with the City to develop a new logo; and,

WHEREAS, at the February 4, 2019 meeting of Sylvania City Council, the Chairman of the Employee and Community Relations Committee reported that three responses to the Request for Proposals were received; and,

WHEREAS, thereafter, the development of a new logo was referred to the Committee-of-the-Whole for its review and recommendation; and,

WHEREAS, the Committee-of-the-Whole met on February 19, 2019 and the three consultants presented their proposed process for the development of a new logo; and,

WHEREAS, Ordinance No. 35-2019, passed April 1, 2019, accepted the proposal of Fuller Art House to design a new logo for the City of Sylvania; and,

WHEREAS, Resolution No. 16-2019, passed October 21, 2019, adopted and designated the new City logo and flag; and,

WHEREAS, in order to ensure consistency and uniformity in the new logo usage, Fuller Art House prepared and submitted a proposal to complete an Advanced Style Guide; and,

WHEREAS, Dani Fuller, owner of Fuller Art House presented the proposal of Fuller Art

House to prepare an Advanced Style Guide for the City's new logo placement, direction and style format at the February 3, 2020 meeting of Sylvania City Council; and,

WHEREAS, the proposal of Fuller Art House for an Advanced Style Guide will be to prepare an advanced format handbook to direct usage of the logo in conjunction with city planning, the City's overall arching design and the City's desire for a modern professional appeal moving forward and the guide will set forth the logo policy, uniformity and usage for the following: City flag, signage on buildings, wayfinding signs, business cards, letterhead, name tags, City pins, banners, clothing and City vehicles at a cost of Six Thousand Two Hundred Dollars (\$6,200.00); and,

WHEREAS, following the presentation by Ms. Fuller at the February 3, 2020 Sylvania City Council meeting, the Law Director was ordered to prepare legislation accepting said proposal.

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 Fuller Art House dated January 24, 2020 in the amount of Six Thousand Two Hundred Dollars (\$6,200.00) to prepare an Advanced Style Guide for the new City logo policy, uniformity and usage, is hereby accepted and approved. The Economic Development Director and the Employee and Community Relations Committee shall work with Fuller Art House to complete and provide oversight for the Advanced Style Guide.

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

SECTION 3. That to provide funds for said advanced style guide services hereby authorized, there is hereby appropriated from the **GENERAL FUND** from funds therein not heretofore appropriated to **Account No. 110-7320-51294 Special Projects**, the amount of Six Thousand Two Hundred Dollars (\$6,200.00).

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 development of the Advanced Style Guide for the new City logo 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, _____, 2020, as an emergency measure.

President of Council

ATTEST:

APPROVED AS TO FORM:

Clerk of Council

Director of Law

APPROVED:

Mayor

Date

City of Sylvania
Bank Reconciliation
January 2020

A

Ending balance for December 2019	27,293,221.75
Add: Monthly Receipts	<u>4,366,297.29</u>
Subtotal	\$ 31,659,519.04
Less: Monthly Disbursements	<u>4,463,562.69</u>
Ending balance for January 2019	\$ 27,195,956.35

Less:

CD Metamora Bank	\$ (2,144,420.23)
Star Ohio	(81,838.73)
Petty Cash (1)	(2,050.00)
Cemetery Savings	(1,062.86)
Toledo Community Fund	(31,803.18)
Key Bank Securities	(8,170.53)
5/3rd Securities	(7,967,720.71)
SJS Account	(5,749,826.37)
Morgan Stanley Investment	(200,000.00)
USB Financial	(4,028,216.50)
First Federal Bank (CD)	(2,065,555.94)
Key Bank (CD)	(1,031,625.00)
Sylvania Township Bonds	(230,000.00)
	\$ 3,653,666.30

OPERS 72,730.87

Voided Check #75344 dtd 1/10/20	
Voided Check #75370 dtd 1/10/20	
Voided Check #75428 dtd 1/13/20	
Voided Check #75305 dtd 1/10/20	
Utility NSF - 1/29/20	(200.00)

	\$ 3,726,197.17
(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	\$ 3,388,855.94
Deposit in Transit:	
Income Tax	30,321.33
General Deposit	332,186.26
Bank Error 1/29/20	543.48

Subtotal \$ 3,751,907.01

Less: Outstanding Checks (2) 25,709.84

Adjusted Bank Balance \$ 3,726,197.17

(2)
December Outstanding Checks \$ 8,060.06

Checks written this month 849,041.53

Voided Check #75247 dtd 12/18/19 (150.00)

Subtotal \$ 856,951.59

Checks Cleared this month (831,241.75)

January Outstanding Checks \$ 25,709.84



Toby Schroyer
Director of Finance, City of Sylvania

Board of Architectural Review

Minutes of the regular meeting of February 12, 2020. Mr. Lindsley called the meeting to order.

Members present: Mayor Craig Stough, Ken Marciniak, Carol Lindhuber, Kathleen Fischer, and Thomas Lindsley (5) present. Zoning Administrator, Timothy Burns present.

Ms. Lindhuber moved, Ms. Fischer seconded to approve the Minutes of the January 15, 2020, meeting as submitted with a correction to a typographical error in the 13th line of page 1. Vote being: Stough, Lindhuber, Fischer, Marciniak and Lindsley (5) aye; (0) nay. Motion passed by a 5 to 0 vote.

Item 3 – Regulated Sign – app. no. 2-2020 requested by Leia Medere of Allen Industries for Promedica Health and Wellness Center, 5700 Monroe Street, Sylvania, Ohio 43560. Alicia Goucher of Allen Industries present. Application is for face replacements on two existing signs. Signs are within the limits of the Sylvania Sign Code. Ms. Lindhuber moved, Ms. Fischer seconded, to grant a Certificate of Appropriateness for the signs shown in the drawing submitted with the application. Vote being: Lindhuber, Marciniak, Fischer, Stough and Lindsley (5) aye; (0) nay. Motion passed by a 5 to 0 vote.

Item 4 – Regulated Sign – app. no. 3-2020 requested by Myra Gueli of Toledo Sign for Spoke Life Cycles, 6363 Monroe Street, Sylvania, Ohio 43560. Ms. Gueli present. Application is for a new monument sign, which will replacement the existing temporary sign, and new channel letters on the raceway sign on the front of the building. Both signs will be internally lit.

Mayor Stough asked Mr. Burns if the monument sign was allowed as there is another at that location.

Mr. Burns said that the sign is allowed because this is a separate building. He added that the building is also under separate ownership.

Signs are within the limits of the Sylvania Sign Code. Ms. Fischer moved, Ms. Lindhuber seconded, to grant a Certificate of Appropriateness for the signs shown in the drawing submitted with the application. Vote being: Lindhuber, Marciniak, Fischer, Stough and Lindsley (5) aye; (0) nay. Motion passed by a 5 to 0 vote.

Item 5 – Building Review – app. no. 4-2020 requested by Nathan R. Waggner of Cash Waggner & Associates for Sylvania Place Apartments, Sylvan Lakes Boulevard, Sylvania, Ohio 43560. Mr. Waggner was present. Application is for the review of the exterior façade of the new apartment buildings and an office.

Mr. Wagner presented an updated drawing and a sample of the brick and Hardie board that they will be using on the façade of the buildings. He explained that numerous changes were made to the designs and that they had been working with the City on their requests. The drawings included a combination of red toned brick and beige toned Hardi board on the apartment buildings.

Board of Architectural Review
Minutes of the February 12, 2020
Page 2

The office will be all brick, with except for the gables.

Mayor Stough said the he thought that the brick tone was too red and that an orange tone would be better.

Other members said that they liked the red tone.

Ms. Lindhuber said that she would like to see a warmer tone on the Hardie board; and that it looked too yellow.

Mr. Waggner said that the samples were previously brought before Council; and that they approved of the colors.

Ms. Lindhuber said that she liked the shutters shown on the sides of the apartments and asked if they would also be on the front.

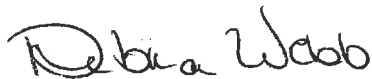
Mr. Waggner said that shutters would be on the front if the board would like them to be.

Ms. Lindhuber responded that she would like to see the shutters on the front.

Ms. Fischer moved, Ms. Lindhuber seconded, to approve the design shown in the drawing presented at the meeting. Vote being: Lindhuber, Marciniak, Fischer, Stough and Lindsley (5) aye; (0) nay. Motion passed by a 5 to 0 vote.

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

Submitted by,



Debra Webb, Secretary
Municipal Planning Commission

C

Sylvania Municipal Planning Commission

Minutes of the regular meeting of February 12, 2020. Mr. Lindsley called the meeting to order.

Members present: Mayor Craig Stough, Ken Marciniak, Carol Lindhuber, Kathleen Fischer, and Thomas Lindsley (5) present. Zoning Administrator, Timothy Burns present.

Ms. Lindhuber moved, Ms. Fischer seconded to approve the Minutes of the January 15, 2020, meeting as submitted. Vote being: Stough, Lindhuber, Marciniak, Fischer and Lindsley (5) aye; (0) nay. Motion passed by a 5 to 0 vote.

Item 3 – Replat - requested by Nathan Waggner of Cash Waggner & Associates for Sylvania Place Apartments, Sylvan Lakes Boulevard, Sylvania, Ohio 43560. Mr. Waggner was present.

Mr. Waggner explained that the replat is needed for two reasons: 1) To include the annexed lot in the plat. 2) To remove the perimeter utility easements and the ingress/egress easements for lot 13.

Mayor Stough asked Mr. Waggner if they agreed to all of the comments in Joe Shaw's Plat Review letter.

Mr. Waggner said that they did and that all comments have been addressed.

Ms. Lindhuber moved, Ms. Fischer seconded to approve the plat as submitted inclusive of Joe Shaws Plat Review Comments in his letter dated February 3, 2020. Vote being: Stough, Lindhuber, Marciniak, Fischer and Lindsley (5) aye; (0) nay. Motion passed by a 5 to 0 vote.

Item 4 – Lot Split – App. No. 1-2020 submitted by Thomas Reynolds Builders, LLC for Greg and Amy Fell, 5015 Harroun Road, Sylvania, Ohio 43560. Mr. Reynolds was present.

Mr. Reynolds was present and explained that that the two current parcels are being combined and split into 5 buildable lots; and that the owner intends to sell 4 of the parcels and use the income of the sales towards building a new home on lot 5 as their current home is in disrepair. Mr. Reynolds said that they have met with the City's Administration several times over the last year to work on a solution that would satisfy the needs of both the owners and the City. He also said that there will be only one curb cut for the properties, for a shared private drive, on Brint Road across from Cameos Pizza. He added that the City owns the corner section of the property adjacent to these parcels.

Mayor Stough stated that the City appreciates the patience of the applicants; that the City had completed a study as they considered purchasing the property but that the price that they could offer did not meet the applicants needs. He added that the applicants had been cooperative in the past with the City in accommodating the Cities needs in a previous road project.

Ms. Lindhuber asked if they intended to keep the trees that were located by the road.

Planning Commission
Minutes of the February 12, 2020
Page 2

Mr. Reynolds responded that they do plan to keep the trees.

Mr. Lindsley asked if there would be an H.O.A.

Mr. Reynolds responded that there would be an H.O.A.

Mr. Burns asked if they were willing to comply with Joe Shaw's review comments dated February 3, 2020.

Mr. Reynolds responded that they would, and that as he understands, all comments have already been addressed.

Ms. Fischer moved, Mr. Marciniak seconded to approve the lot split as submitted inclusive of Joe Shaws Review Comments in his letter dated February 3, 2020. Vote being: Stough, Lindhuber, Marciniak, Fischer and Lindsley (5) aye; (0) nay. Motion passed by a 5 to 0 vote.

Mr. Lindsley stated that the agent for the applicant has requested that the next two items in the agenda be tabled until the next meeting.

Item 5 – Council Referral for Recommendation and Review – Petition for Zoning Ordinance Amendment, ZA-1-2020, from South Briar, LLC (David Schmitt), from “R-1”, Single Family Residential Large Lot District to “B-2” General Business District and “R-3” Multiple Dwelling Medium Density District for property located at 5111 & 5123 Main Street, Sylvania, Ohio 43560. Ms. Fischer moved, Mr. Marciniak seconded, to table this item until the next meeting. Vote being: Stough, Lindhuber, Marciniak, Fischer and Lindsley (5) aye; (0) nay. Motion passed by a 5 to 0 vote.

Item 6 – Lot Split – App. No. 2-2020 submitted by Dave Schmitt for property located at 5111 & 5123 Main Street, Sylvania, Ohio 43650. Ms. Fischer moved, Mr. Marciniak seconded, to table this item until the next meeting.

Ms. Lindhuber moved, Ms. Fischer seconded to adjourn the meeting. All present voted aye. Meeting adjourned.

Submitted by,



Debra Webb, Secretary
Municipal Planning Commission