

Minutes of the Meeting of Council
May 18, 2020

The Council of the City of Sylvania, Ohio met in regular session on May 18, 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. Westphal.

Pledge of
Allegiance.

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

The following items were added to the agenda:

- 4a. Agenda item No. 17A2 was moved here.
- 13. Removed from agenda.

Mrs. Westphal moved, Mr. Richardson 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 May 4, 2020 meeting minutes. Mrs. Westphal moved, Mr. McCann 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 May 4, 2020 be approved; roll call vote being: Frye, Haynam, McCann, Richardson, Stough, Westphal, Cappellini, (7) yeas; (0) nays. The motion carried.

Approval of the
May 4 meeting
minutes.

Mrs. Westphal reported on a Committee of the Whole meeting held on this date to discuss proposed Ordinance No. 13-2020 Resolution amending the resolution previously adopted which created TARTA. Mr. Russell Mills from BGSU, Center for Regional Development and Mr. Danial Woodcock from TARTA made presentations on the 2019 Economic Impact Analysis of TARTA.

Report of COW
Mtg held
5/18/20 re:
TARTA.

Mrs. Westphal presented and read aloud by title only, waiving the third reading of proposed Resolution No. 13-2020, a written copy of same having been previously furnished to each member of Council, "A Resolution amending the Resolutions previously adopted which created the Toledo Area Regional Transit Authority (TARTA) by: (1) Adding Lucas County as a member of TARTA; (2) Eliminating TARTA's 2.5 Mill property taxes and substituting a one-half percent Sales & Use Tax; (3) Allocation monies from the Sales and Use Tax collected to TARTA to directly fund its operations and allocated monies from the Sales & Use Tax collected to other local governmental entities for the installation, maintenance and improvement of mass transit related infrastructure; provided that such changes are contingent upon voter approval of

Resolution No.
13-2020,
"...amending
Resolutions
previously
adopted....
eliminate
property tax;

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the new TARTA funding system at the November 3, 2020 General Election; and declaring an emergency.” Mrs. Westphal moved, Mr. Richardson seconded, that Council dispense with the Third Reading of said Resolution; roll call vote being: Cappellini, Frye, Haynam, McCann, Richardson, Stough, Westphal, (7) yeas; (0) nays. The motion carried.

Substituting
Sales & Use
Tax....”

Mrs. Westphal moved, Mr. Haynam seconded, that Resolution No. 13-2020 be enacted as an emergency measure as declared therein; roll call vote being: Haynam, McCann, Richardson, Stough, Westphal, Cappellini, Frye, (7) yeas; (0) nays. The motion carried.

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

Mayor Stough provided an update on the COVID-19 response to date, stating all city employees are back to work full time, and residents continue to receive services as usual. A short ceremony in recognition of Memorial Day will be held at 10:00 a.m. on Main Street near the hotel. No parade this year. The first DORA was held and was well attended.

Mayor Stough -
COVID-19
Update.

Chief Schnoor stated the police department will be back on the regular schedule by end of month. Chief stated no one is in isolation/quarantined.

Chief Schnoor –
COVID-19
Update.

Public Service Director Aller provided information on city services. The unlimited pickup and shred day are in the process of being rescheduled. All employees are back to work with safety measures in place.

Public Service
Director Aller –
COVID-19
Update.

Finance Director Schroyer provided information on the income tax collections, city payroll and budget. Mr. Schroyer stated the city will lose approximately \$500,000 by end of May in payroll tax withholdings.

Finance Dir.
Schroyer –
COVID-19
Update.

Economic Development Director Bill Sanford provided information on local businesses and how it is affecting their operations. Mr. Sanford stated the Farmers Market will move forward, DORA has started, and the golf tournament is currently in discussion with the Governor.

Econ Dev. Dir.
Bill Sanford –
COVID-19

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Mayor Stough stated that Council will now consider agenda item 6.	Update.
Mr. Frye lead a discussion of the July 3 rd Fireworks at Centennial Park stating the township, SAJRD and the City are continuing the discussion to possibly postpone or cancel. They will provide a recommendation to the Mayor and Administration for any possible action needed.	Fireworks Update.
Ms. Stough provided talking points regarding temporary street closures to expand outdoor areas for restaurants near the downtown to accommodate social distancing. Many ideas were discussed with continued discussions needed. Mrs. Westphal moved, Mr. Haynam seconded to set a Committee of the Whole for May 20, 2020 at 4:30 p.m. to continue the discussion of temporary street closures via ZOOM meeting.	Temporary Street Closures discussion.
Mayor Stough stated that Council will now consider agenda item 7.	Set COW for 5-20-20 @ 4:30p.m.
Mrs. Cappellini presented and read aloud by title only, proposed Ordinance No. 24-2020, a written copy of same having been previously furnished to each member of Council, "Providing for the controlling blight and disease of shade trees and for planting, maintaining, trimming and removing shade trees in and along the streets and within public right-of-way of the City of Sylvania; authorizing the Director of Public Service, by and through the proper officers of said City to do said work during the year 2020; establishing one district for said purpose in accordance with the provisions of Section 727.011 of the Revised Code of Ohio; providing for the assessment of the cost and expense thereof upon abutting property; and declaring an emergency"; Mrs. Cappellini moved, Ms. Stough seconded, that Council dispense with the Second and Third Readings of said Ordinance; roll call vote being; Haynam, McCann, Richardson, Stough, Westphal, Cappellini, Frye, (7) yeas; (0) nays. The motion carried.	Ordinance No. 24-2020, "Providing for the controlling of blight and disease...shade trees..."
Mrs. Cappellini moved, Mr. Richardson seconded, that Ordinance No. 24-2020 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.	

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Mr. McCann presented and read aloud by title only, proposed Ordinance No. 25-2020, a written copy of same having been previously furnished to each member of Council, “Providing for the construction, maintenance, repair, cleaning and enclosing open drainage ditches located within the Corporate limits of the City of Sylvania; authorizing the Director of Public Service, by and through the proper officers of said City to do said work during the year 2020; establishing one district for said purpose in accordance with the provisions of Section 727.012 of the Revised Code of Ohio; providing for the assessment of the cost and expense thereof upon abutting property; and declaring an emergency”; Mrs. McCann moved, Mrs. Westphal seconded, that Council dispense with the Second and Third Readings of said Ordinance; roll call vote being; Richardson, Stough, Westphal, Cappellini, Frye, Haynam, McCann, (7) yeas; (0) nays. The motion carried.

Ordinance No. 25-2020, “Providing... repair, cleaning ...ditches...”

Mr. McCann moved, Mr. Richardson seconded, that Ordinance No. 25-2020 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.

Mr. Frye presented and read aloud by title only, proposed Resolution No. 14-2020, a written copy of same having been previously furnished to each member of Council, “Declaring the necessity of lighting the streets in the City of Sylvania, Ohio; determining the manner of providing street lighting and the basis for the property owner’s share of the cost and annual assessment; and declaring an emergency”; Mr. Frye moved, Mr. McCann seconded, that Council dispense with the Second and Third Readings of said Resolution; roll call vote being: Westphal, Cappellini, Frye, Haynam, McCann, Richardson, (7) yeas; (0) nays. The motion carried.

Resolution No. 14-2020, “declaring the necessity of lighting the streets...”

Mr. Frye moved, Mrs. Westphal seconded, that Resolution No. 14-2020 be enacted as an emergency measure as declared therein; roll call vote being: Cappellini, Frye, Haynam, Husman, Luetke, Richardson, Westphal, (7) yeas; (0) nays. The motion carried.

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

Service Director’s report on the Brookfield Estates Resurfacing Project was placed on file. Mr. Frye moved, Mr. Richardson seconded to table proposed Ordinance No. 26-2020 until next council meeting on June 1, 2020; roll call vote being: Cappellini, Frye, Haynam, McCann, Richardson, Stough, Westphal, (7) yeas; (0) nays. The motion carried.

Ordinance No. 26-2020, tabled until 6/1/20.

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

Service Director's report on the Engineering Services Contract for Maplewood Avenue Reconstruction project was placed on file. Mr. Frye presented and read aloud by title only, proposed Ordinance No. 27-2020, a written copy of same having been previously furnished to each member of Council, "Accepting the proposal of CT Consultants to provide Engineering Services for the Maplewood Avenue Reconstruction Project; appropriating funds therefore in the amount of \$36,500; and declaring an emergency." Mr. Frye moved, Mrs. Westphal seconded, that Council dispense with the Second and Third Readings of said Ordinance; roll call vote being: Haynam, McCann, Richardson, Stough, Westphal, Cappellini, Frye, (7) yeas; (0) nays. The motion carried.

Ordinance No. 27-2020, "...engineering contract... Maplewood Ave Reconstruction"

Mr. Frye moved, Mr. McCann seconded, that Ordinance No. 27-2020 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 10.

Service Director's report on the Right-of-Way Dedication by Warranty Deed from City of Sylvania, 5576 Centennial Road was placed on file. Mr. Frye presented and read aloud by title only, proposed Ordinance No. 28-2020, a written copy of same having been previously furnished to each member of Council, "Accepting from the City of Sylvania, a Warranty Deed of Right-of-Way; dedicating the same for public purposes; providing funds therefore; and declaring an emergency." Mr. Frye moved, Mrs. Westphal seconded, that Council dispense with the Second and Third Readings of said Ordinance; roll call vote being: Richardson, Stough, Westphal, Cappellini, Frye, Haynam, McCann (7) yeas; (0) nays. The motion carried.

Ordinance No. 28-2020, "Accepting... Warranty Deed of Right-of-Way..." (5576 Centennial Rd.)

Mr. Frye moved, Mr. Richardson seconded, that Ordinance No. 28-2020 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.

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

Mr. Haynam presented and read aloud by title only, proposed Ordinance No. 29-2020, a written copy of same having been previously furnished to each member of Council, "Approving the Banner Application of the Sylvania Schools; authorizing the Zoning Administrator to indicate such approval on behalf of the City of Sylvania; and declaring an emergency." Mr. Haynam moved, Mrs. Westphal seconded, that Council dispense with the Second and Third Readings of said Ordinance; roll call vote being: Westphal,

Ordinance No. 29-2020, Approving banner app...Sylvania Schools..."

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Cappellini, Frye, Haynam, McCann, Richardson, Stough, (7) yeas; (0) nays. The motion carried.

Mr. Haynam moved, Mr. McCann seconded, that Ordinance No. 29-2020 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 12.

Service Director's report on the Vehicle Purchase (Sign Truck) was placed on file. Mr. Frye presented and read aloud by title only, proposed Ordinance No. 30-2020, a written copy of same having been previously furnished to each member of Council, "Authorizing the Mayor and Director of Finance to accept the proposal of Lift-A-Loft for the Repair/Replacement of the sign truck for the Department of Public Service; appropriating \$49,750 therefore; and declaring an emergency." Mr. Frye moved, Mrs. Westphal seconded, that Council dispense with the Second and Third Readings of said Ordinance; roll call vote being: Frye, Haynam, McCann, Richardson, Stough, Westphal, Cappellini, (7) yeas; (0) nays. The motion carried.

Ordinance No. 30-2020, "...accept proposal of Lift-A-Loft for a Sign Truck for the Dept of Public Service..."

Mr. Frye moved, Mr. Richardson seconded, that Ordinance No. 30-2020 be enacted as an emergency measure as declared therein; roll call vote being: Haynam, McCann, Richardson, Stough, Westphal, Cappellini, Frye, (7) yeas; (0) nays. The motion carried.

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

Mayor Stough stated this agenda item is removed from the agenda.

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

Mrs. Westphal moved, Mr. Richardson seconded to approve Mr. Frye to push back from table due to conflict of interest; roll call vote being: McCann, Richardson, Stough, Westphal, Cappellini, Frye, Haynam, (7) yeas; (0) nays. The motion carried.

Ms. Stough presented and read aloud by title only, proposed Ordinance No. 32-2020, a written copy of same having been previously furnished to each member of Council, "An Ordinance approving the Northwest Ohio Advanced Energy Improvement District Program Plan – Residential Plan; authorizing and approving the execution, delivery, and performance of a City Residential Pace Cooperative Agreement with respect to property assess Clean Energy Transactions in cooperation with the Northwest Ohio

Ordinance No. 32-2020, "OW Ohio Advanced Energy Improvement District Program

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Advanced Energy Improvement District and the Toledo-Lucas County Port Authority; authorizing the Toledo-Lucas County Port Authority to approve petitions and plans for public improvements or public services submitted by the owners of real property within the City requesting that their property be added tot the territory of the Northwest Ohio Advanced Energy Improvement District and assessed for the cost of such plans on behalf of the Council of the City; and declaring an emergency” Ms. Stough moved, Mrs. Westphal seconded, that Council dispense with the Second and Third Readings of said Ordinance; roll call vote being: Stough, Westphal, Cappellini, Haynam, McCann, Richardson, (6) yeas; (0) nays. The motion carried.

Plan –
Residential
Plan....”

Ms. Stough moved, Mr. McCann seconded, that Ordinance No. 32-2020 be enacted as an emergency measure as declared therein; roll call vote being: Westphal, Cappellini, Haynam, McCann, Richardson, Stough, (6) yeas; (0) nays. The motion carried.

Mr. Frye returned to the table.

Mayor Stough stated that Council will now consider agenda item 15.

Mrs. Westphal presented and read aloud by title only, proposed Ordinance No. 33-2020, a written copy of same having been previously furnished to each member of Council, “Authorizing the Mayor and Director of Finance to enter into an agreement with the Board of Township Trustees of Sylvania Township, Lucas County, Ohio to create a Joint Economic Development District located in a portion of the unincorporated area of Sylvania Township, and declaring an emergency.” Mrs. Westphal moved, Mr. Richardson seconded, that Council dispense with the Second and Third Readings of said Ordinance; roll call vote being: Cappellini, Frye, Haynam, McCann, Richardson, Stough, Westphal, (7) yeas; (0) nays. The motion carried.

Ordinance No.
33-2020,
“...JEDD with
Sylvania
Township...”
(Oakleaf
Village)

Mrs. Westphal moved, Mr. Haynam seconded, that Ordinance No. 33-2020 be enacted as an emergency measure as declared therein; roll call vote being: Frye, Haynam, McCann, Richardson, Stough, Westphal, Cappellini, (7) yeas; (0) nays. The motion carried.

Mayor Stough stated that Council will now consider agenda item 16.

Mayor Stough presented the Planning Commission’s recommendation for Zoning Ordinance Amendment, ZA-1-2010 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, OH 43560. Mr. Haynam moved, Mrs. Westphal seconded, to set the public hearing date for July 20th at 7:00 p.m. and to authorize the

Set Public
Hearing for ZA-
1-2020, 5111 &
5123 Main St.
for 7/20/20 @
7:00 p.m.

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clerk to advertise for same; roll call vote being: Haynam, McCann, Richardson, Stough, Westphal, Cappellini, Frye, (7) yeas; (0) nays. The motion carried.

Mayor Stough stated that Council will now consider agenda item 17.

Mrs. Westphal reported on a Committee of the Whole meeting held on May 7th to discuss the Downtown Plan. She stated there was a presentation by Michelle Johnson of Environmental Design Group regarding Phase I, Market Analysis. After answering questions from Council, she stated Phase 2, will include financial benefits of CDBG and stimulus money being directed to ODOT.

Report of COW
Mtg. held 5/7/20
re: Downtown
Plan.

Mrs. Westphal moved, Mr. Frye seconded to authorize administration to prepare legislation to move forward with Phase 2 of the Downtown Development Plan; roll call vote being: McCann, Richardson, Stough, Westphal, Cappellini, Frye, Haynam, (7) yeas; (0) nays. The motion carried.

Mr. Richardson reported on an Employee & Community Relations Committee meeting held on May 11, 2020 to discuss the 2021 City Calendar. He stated the committee reviewed 4 bids received and wanted to hear details on the bids.

Emp. & Com.
Relations
Committee
meeting re:
2021 Calendar.

Mr. Richardson moved, Mr. McCann seconded to set an Employee & Community Relations Committee meeting for May 21, 2020 at 5:30 p.m. via Zoom; roll call vote being: Richardson, Stough, Westphal, Cappellini, Frye, Haynam, McCann, (7) yeas; (0) nays. The motion carried.

Set Emp & Com
Relations
Committee
meeting for
5/21/20; 5:30
p.m.

Mayor Stough stated there is no other business to come before Council.

Mrs. Westphal moved, Mr. Richardson seconded to adjourn at 9:44 p.m. Roll call vote being: Haynam, Richardson, Stough, Westphal, Cappellini, Frye, McCann (7) yeas; (0) nays. The motion carried.

Adjournment.

Clerk of Council

Mayor

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Mayor Stough stated there is no other business to come before Council.

Mrs. Westphal moved, Mr. McCann seconded to adjourn at 8:41 p.m. Roll call vote being: Haynam, Richardson, Stough, Westphal, Cappellini, Frye, McCann (7) yeas; (0) nays. The motion carried. Adjournment.

Clerk of Council

Mayor