

Minutes of the Meeting of Council
June 1, 2020

The Council of the City of Sylvania, Ohio met in regular session on June 1, 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:

- 12a. Historical Village Executive Meeting Report – DORA expansion.
- 5f. Council Chambers discussion regarding COVID-19.

Agenda
approval.

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.

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

Mrs. Westphal presented the May 18, 2020 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 May 18, 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 18 meeting
minutes.

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

Mayor Stough provided an update on the COVID-19 response to date. Mayor opened discussion on policies on how to open City Hall. The policy will include a by appointment only and must wear masks when in City Hall at this time.

Mayor Stough -
COVID-19
Update.

Chief Schnoor stated the police department is back on the regular schedule effective today. Chief stated no one is in isolation/quarantined from the department.

Chief Schnoor –
COVID-19
Update.

Public Service Director Aller provided information on city services. The unlimited pickup has been scheduled for July 27th, and shred day is in the process of being rescheduled. No confirmed cases of COVID-19 amongst employees.

Public Service
Director Aller –
COVID-19
Update.

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Finance Director Schroyer provided information on the income tax collections, city payroll and budget. Total income tax revenue, to date, is down one million partially due to the filing date change from April 15th to July 15th.

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 begin June 2nd at First United Methodist Church on Erie Street. Lourdes University stated they will have students on campus in the fall. Flower Hospital has all laid off employees back to work, and labs and elective surgeries are slowly getting back to regular schedule. The golf tournament is currently in discussion.

Econ Dev. Dir.
Bill Sanford –
COVID-19.

There was discussion on how to adjust council chambers to accommodate all council members to attend safely.

Discussion re:
council
chambers.

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

Chief Schnoor provided an overview on the proposed Cadet position.

Mrs. Westphal presented and read aloud by title only, proposed Ordinance No. 31-2020, a written copy of same having been previously furnished to each member of Council, “Amending Section 125.02 – Division of Police: amending Section 139.03(e)(3) – Definition and adoption of the Compensation Plan of the Codified Ordinances of Sylvania, 1979, as amended: and declaring an emergency.” Mrs. Westphal moved, Mr. Haynam 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.
31-2020;
“Amending
Section
125.02.....”
(Police Cadet
position)

Mrs. Westphal moved, Mr. Frye seconded, that Ordinance No. 31-2020 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.

Service Director’s report on the Harroun Park River Trail Bioretention & Stream Restoration Design-Build Services Contract was placed on file. Mr. McCann presented and read aloud by title only, proposed Ordinance No. 34-2020, 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 Civil & Environmental

Ordinance No.
34-2020,
“Authorizing for
Design-Build

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Consultants, Inc. for the Design-Build Services for the Harroun Park River Trail Bioretention and Stream Restoration Project; appropriating funds therefore in an amount not to exceed \$229,200; and declaring an emergency.” Mr. 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.

svcs ...Harroun Park Bioretention & Stream Restoration....”

Mr. McCann moved, Ms. Stough seconded, that Ordinance No. 34-2020 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 8.

Service Director’s report on the Geotechnical and Environmental Engineering Services Contract – Maplewood Avenue Reconstruction project was placed on file. Mr. Frye presented and read aloud by title only, proposed Ordinance No. 35-2020, a written copy of same having been previously furnished to each member of Council, “Accepting the proposal of TTL Associates, Inc. to provide Geotechnical and Environmental Engineering Services for the Maplewood Avenue Reconstruction Project; appropriating funds therefore in the amount of \$13,540; 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: Westphal, Cappellini, Frye, Haynam, McCann, Richardson, Stough, (7) yeas; (0) nays. The motion carried.

Ordinance No. 35-2020, “Accepting proposal for Geotechnical and Environmental Engineering Svcs- Maplewood Ave. Reconstruction.

Mr. Frye moved, Mr. McCann seconded, that Ordinance No. 35-2020 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. McCann presented and read aloud by title only, proposed Ordinance No. 36-2020, a written copy of same having been previously furnished to each member of Council, “Determining to proceed with the improvement of the City of Sylvania, Lucas County, Ohio, Municipal Street of Acres Road between Sugar Hill Court and Greenhaven Road by installing eight-inch sanitary sewer lines and other related appurtenances; and declaring an emergency.” Mr. McCann moved, Mr. Haynam 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. 36-2020, “Determining to proceed.... Acres Rd...sanitary sewer line....”

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Mr. McCann moved, Mrs. Westphal seconded, that Ordinance No. 36-2020 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 10.

Mr. Frye provided a recommendation to cancel the July 3, 2020 Fireworks after discussions with the township, SAJRD and the City.

Mr. Frye presented and read aloud by title only, proposed Ordinance No. 37-2020, a written copy of same having been previously furnished to each member of Council, “Authorizing an agreement with Zambelli Fireworks Manufacturing Co. for the Independence Day Celebrations on July 3, 2021, July 3, 2022, and July 3, 2023 at Centennial Terrace and Quarry; authorizing the Mayor and Director of Finance to sign an agreement for the Fireworks display which will cost thirty-five thousand dollars (\$35,000); ratifying the cancellation of the Independence Day Celebration that was scheduled for July 3, 2020; authorizing a 50% deposit payment for each year’s fireworks display due in February of each calendar year which will be shared by the City, Sylvania Township, Coca-Cola Corporation, The Sylvania Area Joint Recreation District and area businesses; 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: McCann, Richardson, Stough, Westphal, Cappellini, Frye, Haynam, (7) yeas; (0) nays. The motion carried.

Ordinance No. 37-2020, “Authorizing agreement with Zambelli Fireworks.... 7/3/21, 7/3/22, 7/3/23....”

Mr. Frye moved, Mr. McCann seconded, that Ordinance No. 37-2020 be enacted as an emergency measure as declared therein; roll call vote being: Richardson, Stough, Westphal, Cappellini, Frye, Haynam, McCann, (7) yeas; (0) nays. The motion carried.

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

Mrs. Westphal presented and read aloud by title only, proposed Ordinance No. 38-2020, 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 Environmental Design Group to perform Task 3 of the Sylvania Downtown Master Plan and Market Analysis; appropriating funds therefore in an amount not to exceed \$23,875; and declaring an emergency”; Mrs. Westphal moved, Mr. McCann seconded, that Council dispense with the Second and Third Readings of said Ordinance; roll call vote being: Stough, Westphal, Cappellini, Frye, Haynam, McCann, Richardson, (7) yeas; (0) nays. The motion carried.

Ordinance No. 38-2020, Authorizing proposal of Environmental Design Group...Task 3 of Downtown

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Mrs. Westphal moved, Mr. Richardson seconded, that Ordinance No. 38-2020 be enacted as an emergency measure as declared therein; roll call vote being: Westphal, Cappellini, Frye, Haynam, McCann, Richardson, Stough, (7) yeas; (0) nays. The motion carried.

Master Plan &
Market
Analysis..."

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

Mrs. Westphal reported on a Committee of the Whole meeting held on May 20th to discuss temporary street closures to accommodate social distancing in downtown area. There was discussion on the process for expansion of DORA.

COW Mtg.
Report, Re;
Temporary
Street Closures.

Mrs. Westphal moved, Mr. McCann seconded to refer the DORA expansion discussion to the Buildings & Grounds Committee; roll call vote being; Stough, Westphal, Cappellini, Frye, Haynam, McCann, Richardson, (7) yeas; (0) nays. The motion carried.

DORA
Expansion
discussion to
Committee.

Ms. Stough set the Buildings & Grounds Committee meeting for Monday, June 8, 2020 at 9:00 a.m., in Council Chambers for discussion of the DORA expansion.

Set Bldgs &
Grounds Com.
Mtg; 6/8/20 Re:
DORA
Expansion.

Mr. Richardson reported on an Employee & Community Relations Committee meeting held on May 21, 2020 to continue discussion of the 2021 City Calendar. He stated the committee recommended to approved Arrow Print & Copy for the 2021 city calendar.

Emp & Com.
Relations Mtg
Report: 2021
City Calendar.

Mr. Richardson presented and read aloud by title only, proposed Ordinance No. 39-2020, a written copy of same having been previously furnished to each member of Council, "Accepting the proposal of Arrow Print & Copy for the 2021 City of Sylvania Calendar; appropriating funds therefore in an amount not to exceed \$9,358.48; and declaring an emergency"; Mr. Richardson moved, Mrs. Westphal 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.
39-2020,
"Accepting
proposal of
Arrow Print &
Copy....2021
City
Calendar..."

Mr. Richardson moved, Mr. McCann seconded, that Ordinance No. 39-2020 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

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carried.

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

Adjournment.

Mrs. Westphal moved, Mr. Richardson seconded to adjourn at 9:30 p.m. Roll call vote being: Haynam, Richardson, Stough, Westphal, Cappellini, Frye, McCann (7) yeas; (0) nays. The motion carried.

Clerk of Council

Mayor

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