

Minutes of the Meeting of Council  
July 20, 2020

The Council of the City of Sylvania, Ohio met in regular session on July 20, 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 Mark Frye.

Pledge of  
Allegiance.

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

The following items were added to the agenda:

- 4a. Financial Update.
- 6c. Proposed Ordinance No. 47-2020, DORA Expansion.
- 15. Downtown Plan Update.
- 16. Executive Session to discuss potential sale of real estate.

Mrs. Westphal moved, Mr. Frye 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.

Police Chief Schnoor led a moment of silence for fallen Toledo Police Officer Anthony Dia.

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

Mrs. Westphal presented the June 15, 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 June 15, 2020 be approved; roll call vote being: Frye, Haynam, McCann, Richardson, Stough, Westphal, Cappellini, (7) yeas; (0) nays. The motion carried.

Approval of the  
June 15 meeting  
minutes.

Finance Director Schroyer provided an update of the revenue received and fund balances to date and will provide a full update on the tax receipts at end of month.

Financial  
update.

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

Mrs. Westphal reported on the public hearing held on this date on ZA-1-2020, from South Briar, LLC (David Schmitt), for property located at 5111 & 5123 Main Street, Sylvania, Ohio from Zoning classification R-1 to B-2 and R-3. Mrs. Westphal stated the applicant requested to continue this hearing. Council stated the hearing will be continued until August 17, 2020 at 7:00p.m.

Public Hearing  
report:  
ZA-1-2020,  
continued to  
8/17/20.

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

Mrs. Westphal report on the public hearing held on this date to consider the expansion of the Designated Outdoor Refreshment Area, (DORA). No one spoke in favor or opposing this expansion. Council moved to advance legislation for action at the regular council meeting.

Public Hearing,  
report: DORA  
Expansion.

Ms. Stough reported on the Buildings & Grounds Committee meeting held on July 16, 2020. Ms. Stough provided a short history of the DORA, the successes and challenges to date and a timeline and strategy for updating the long-term DORA vision.

Bldgs. &  
Grounds Com.  
Mtg report from  
7/16/20.

Ms. Stough presented and read aloud by title only, proposed Ordinance No. 47-2020, a written copy of same having been previously furnished to each member of Council, "Amending the Designated Outdoor Refreshment Area ("DORA") by expanding the territory included in the DORA to incorporate the "Mini-park" located at the corner of Maplewood Avenue and Main Street; establishing regulations as required by law; 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: Haynam, McCann, Richardson, Stough, Westphal, Cappellini, Frye, (7) yeas; (0) nays. The motion carried.

Ordinance No.  
47-2020,  
Amending  
DORA by  
expanding...  
to include  
Mini-Park...."

Ms. Stough moved, Mr. Richardson seconded, that Ordinance No. 47-2020 be enacted as an emergency measure as declared therein; roll call vote being: McCann, Richardson, Stough, Westphal, Cappellini, Frye, Haynam, (7) yeas; Haynam, (1) nays. The motion carried.

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

Mrs. Cappellini presented and read aloud by title only, proposed Ordinance No. 41-2020, a written copy of same having been previously furnished to each member of Council, "To assess a special tax upon the lots and lands described in the schedule referred to herein to pay a part of the cost and expense of providing for the removal and special treatment of shade trees for the purpose of controlling blight and disease of same; and for planting, maintaining, trimming and removing shade trees in and along the streets and within public right-of-way of the City for the year ending December 31, 2020; and declaring an emergency."; Mrs. Cappellini moved, Mrs. Westphal seconded,

Ordinance No.  
41-2020, "To  
assess a special  
tax... shade  
trees...."

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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.

Mrs. Cappellini moved, Mr. Frye seconded, that Ordinance No. 41-2020 be enacted as an emergency measure as declared therein; roll call vote being: McCann, Richardson, Westphal, Stough, Cappellini, Frye, Haynam, (7) yeas; (0) nays. The motion carried.

Mr. McCann presented and read aloud by title only, proposed Ordinance No. 42-2020, a written copy of same having been previously furnished to each member of Council, "To assess a special tax upon the lots and lands described in the schedule referred to herein to pay a part of the cost and expense of providing for the construction, maintenance, repair, cleaning and enclosing open drainage ditches within the corporate limits of the City of Sylvania for the year ending December 31, 2020; and declaring an emergency."; Mr. McCann moved, Mr. Richardson 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. 42-2020, "To assess a special tax...open drainage ditches..."

Mr. McCann moved, Mrs. Westphal seconded, that Ordinance No. 42-2020 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.

Mr. Frye presented and read aloud by title only, proposed Ordinance No. 43-2020, a written copy of same having been previously furnished to each member of Council, "Ordinance approving the assessment heretofore authorized by Resolution No. 14-2020 for Street Lighting; levying said assessments; 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: Cappellini, Frye, Haynam, McCann, Richardson, Stough, Westphal, (7) yeas; (0) nays. The motion carried.

Ordinance No. 43-2020, "Approving the assessment for street lighting..."

Mr. Frye moved, Mr. McCann seconded, that Ordinance No. 43-2020 be enacted as an emergency measure as declared therein; roll call vote being: Frye, Haynam, Husman, Luetke, Richardson, Westphal, Cappellini, (7) yeas; (0) nays. The motion carried.

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

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Service Director’s report on the Acres Road Sanitary Sewer Extension project was placed on file. Mr. McCann presented and read aloud by title only, proposed Ordinance No. 44-2020, a written copy of same having been previously furnished to each member of Council, “An Ordinance levying special assessments for the improvement of Acres Road between Sugar Hill Court and Greenhaven Road, by installing eight inch sanitary sewer lines together with the necessary appurtenances thereto; 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.

Ordinance No. 44-2020, “levying special assessments... Acres Rd sanitary sewer ....”

Mr. McCann moved, Mr. Haynam seconded, that Ordinance No. 44-2020 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 9.

Service Director’s report on the 2020 ODOT Highway Safety Improvement Program Application results (US-23 & Monroe Street Interchange Improvements) was placed on file. Mr. Aller provided a funding matrix of outside funding assistance amounting to \$24.3 million of the total project cost of \$28,051,064.

US23 & Monroe St. Interchange Improvement update.

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

Mrs. Westphal reported the Safety Committee met on July 15, 2020 to the City of Sylvania Police Department’s updated policies and best practices related to law enforcement.

Safety Com. Mtg. report of 7/15/20 Re: Police Dept.’s updated policies, etc.

Mrs. Westphal presented and read aloud by title only, proposed Ordinance No. 45-2020, a written copy of same having been previously furnished to each member of Council, “Accepting the proposal of Watchguard to provide a new camera system, including in-car and body worn cameras for the Division of Police; appropriating funds therefore in the amount of \$99,682.50; 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: Westphal, Cappellini, Frye, Haynam, McCann, Richardson, Stough, (7) yeas; (0) nays. The motion carried.

Ordinance No. 45-2020; “Accepting proposal...new camera system...police dept....”

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Mrs. Westphal moved, Mr. Frye seconded, that Ordinance No. 45-2020 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 11.

Mrs. Westphal reported the Committee of the Whole met on June 24, 2020 to discuss potential Charter Amendments regarding elections.

COW Mtg  
Report: Charter  
Amendments...  
Elections.

Mrs. Westphal moved, Mr. Frye seconded to modify proposed Ordinance 46, 2020 as presented. Roll call vote being: Westphal, Cappellini, Frye, Haynam, McCann, Richardson, Stough, (7) yeas; (0) nays. The motion carried.

Approval of  
language  
modifications to  
Proposed Ord  
No. 46-2020.

Mrs. Westphal presented and read aloud by title only, proposed amended Ordinance No. 46-2020, a written copy of same having been previously furnished to each member of Council, "Proposing and providing for the submission of certain amendments of the Charter of the City of Sylvania, Ohio, to the electors of the City of Sylvania, Ohio, at the next general election on November 3, 2020, in accordance with the Charter of the City of Sylvania, Ohio and the Constitution of the State of Ohio; repealing the provisions, as currently written, of the Charter of the City of Sylvania, Ohio hereby proposed to be so amended; 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: Cappellini, Frye, Haynam, McCann, Richardson, Stough, Westphal, (7) yeas; (0) nays. The motion carried.

Ordinance No.  
46-2020,  
"...submission  
of amendments  
to Charter of  
City of  
Sylvania..."

Mrs. Westphal moved, Mr. Haynam seconded, that Ordinance No. 46-2020 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.

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

Mrs. Westphal presented and read aloud by title only, proposed Resolution No. 16-2020, a written copy of same having been previously furnished to each member of Council, "A Resolution requesting Cares Act Funding for expenditures incurred as a result of the COVID-19 pandemic; and declaring an emergency." Mrs. Westphal moved, Mr. Frye seconded, that Council dispense with the Second and Third Readings of said Resolution; roll call vote being: Haynam, McCann, Richardson, Stough, Westphal, Cappellini, Frye, (7) yeas; (0) nays. The motion carried.

Resolution No.  
16-2020,  
"...Cares Act  
Funding..."

Mrs. Westphal moved, Mr. Haynam seconded, that Resolution No. 16-2020 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 there is nothing for agenda items 13 & 14, so Council will now consider agenda item 15.

Economic Development Director Sanford provided an update of the Downtown Marketing plan that will be set for public input in September.

Downtown  
Marketing Plan  
Update.

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

Mrs. Westphal moved, Mr. McCann seconded to enter into Executive Session for the purpose of possible sale of real estate at 8:51 p.m. Roll call vote being: Cappellini, Frye, Haynam, McCann, Richardson, Stough, Westphal, (7) yeas; (0) nays. The motion carried.

Executive  
Session for  
possible sale of  
real estate.

Mrs. Westphal moved, Mr. Frye seconded to return from Executive Session to General Session at 9:27 p.m. Roll call vote being: Frye, Haynam, McCann, Richardson, Stough, Westphal, Cappellini, (7) yeas; (0) nays. The motion carried.

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Mayor Stough stated all agenda items have been addressed.

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. Adjournment.

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Clerk of Council

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Mayor

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