

Sylvania City Council
In-person/Zoom
April 5, 2021

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. McCann.
3. Additions to the agenda.
4. Approval of the regular council meeting minutes of March 15, 2021.
5. COVID Update.
6. DORA Survey Update.
7. Proposed Ordinance No. 29-2021, Amending the Codified Ordinances by adding Chapter 769-Mobile Food Vehicles.
8. Proposed Ordinance No. 30-2021, Approving the Third Amendment to Real Estate Purchase Agreement of First Brookside, LLC to purchase the City's Real Estate located at 5705-5711 North Main Street, Sylvania, Ohio.
9. Proposed Resolution No. 5-2021, Council of the City of Sylvania joining the Toledo Regional Chamber of Commerce in strongly urging the United States Postal Service to consider returning mail processing operations in Toledo.
10. Notice of liquor permit for Element 112 LLC, d/b/a Element 112 Excl Banquet Rooms, 5737 N. Main St. & Patio, Sylvania, Ohio 43560 for a D1, beer for on premises consumption until 1:00 a.m., D2, wine and certain prepackages mixed drinks until 1:00 a.m., and D3, spirituous liquor until 1:00 a.m.
11. Confirmation of the Mayor's re-appointment of Scott Coolman to the Civil Service Commission.
12. Committee reports.
 - a. Utility & Environment Committee held on March 22, 2021.
13. Committee referrals.

INFORMATION

- A. E-Mail from Diane Turk dated March 16, 2021 rescinding SUP-2-2021 application.
- B. March 2021 Bank Reconciliation.

Minutes of the Meeting of Council
March 15, 2021

The Council of the City of Sylvania, Ohio met in regular session via Zoom on March 15, 2021 at 7:30 p.m. with Mayor Stough in the chair. Roll was called with the following members present: Katie Cappellini, Mark Frye, Doug Haynam, Brian McCann, Patrick Richardson, Lyndsey Stough, Mary Westphal; (7) present; (0) absent.

Roll call:
All present.

Pledge of Allegiance to the United States of America led by Mr. Haynam.

Pledge of
Allegiance.

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

The following items have been added to the agenda:

- 5a. Moved agenda item 18 here.
- 21. Federal Legislation discussion.
- 7b. DORA Expansion update.

Mr. Frye 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.

Mr. Frye presented the March 1, 2021 meeting minutes. Mr. Frye moved, Ms. Stough 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 March 1, 2021 be approved; roll call vote being: Frye, Haynam, McCann, Richardson, Stough, Westphal, Cappellini, (7) yeas; (0) nays. The motion carried.

Approval of the
March 1, 2021
meeting minutes.

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

Mayor Stough stated that no city employees are out due to COVID. Captain Miller stated 50% of the police officers have been vaccinated. Mayor Stough stated the council meetings will go to a hybrid format on April 5th.

COVID Update.

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

Judge Michael Bonfiglio provided information on the reassignment of duties at the Court due to retirements.

Mr. Richardson moved, Mrs. Westphal seconded to amend proposed Ordinance No. 28-2021, to add language that eliminates the Chief Deputy Clerk position. Roll call vote being: Haynam, McCann, Richardson, Stough, Westphal, Cappellini, Frye, (7) yeas; (0) nays. The motion carried.

Amending
Ordinance No.
28-2021.

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Mr. Richardson introduced and read by title only Amended Ordinance No. 28-2021, “Revising the Administrative, Departmental and Divisional Organization of the City and the Codified Ordinances thereof by amending Sylvania Codified Ordinance Section 139.02(a) – Content and Coverage of the Compensation Plan to add a job title for “Probation Liaison Clerk/Special Docket Officer; deleting the “Chief Deputy Clerk of Courts” job title also contained in Section 139.02(a); and declaring an emergency.”; Mr. Richardson moved, Mr. Haynam seconded passage of Ordinance No. 28-2021 as an emergency measure. Roll call vote being: Stough, Westphal, Cappellini, Frye, Haynam, McCann, Richardson, (7) yeas; (0) nays. The motion carried.

Ordinance No. 28-2021, “... amending Codified Ord. ...add job title Probation Liaison Clerk/Special Docket Officer...”

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

Deanna Bobeck from Civil & Environmental Consultants, Inc. presented an update on the Harroun Park Stream Restoration Project. She reviewed the restoration plan for the Upstream, Downstream and In-Stream components with construction to be completed in 4-6 weeks.

Harroun Park Stream Restoration project update.

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

Mr. Frye introduced and read by title only Resolution No. 3-2021, “Approving the Sylvania Downtown Master Plan; and declaring an emergency.”; Mr. Frye moved, Mr. Richardson seconded passage of Resolution No. 3-2021 as an emergency measure. Roll call vote being: Haynam, McCann, Richardson, Stough, Westphal, Cappellini, Frye, (7) yeas; (0) nays. The motion carried.

Resolution No. 3-2021, “Approving the Sylvania Downtown Master Plan....”

Ms. Stough presented information on the DORA Expansion. She stated a survey of the downtown business and neighbors of downtown will commence, the feedback will be reviewed and will be brought back to council.

DORA Expansion update.

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

Michelle Sprott from the Sylvania Area Chamber of Commerce presented the downtown overhead lighting plan. She provided information on outdoor balloons for the downtown area for specified times in summer. This project is totally funded by the Chamber of Commerce. Council will review final plans at future meeting.

Downtown Overhead Lighting Plan presentation.

Mayor Stough presented Michelle Sprott a Proclamation for her contributions to the Sylvania area during her work at the Sylvania Area Chamber of Commerce.

Michelle Sprott Proclamation.

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Mayor Stough stated that Council will now consider agenda item 9

Service Director's report on the Large Diameter Sanitary Sewer Lining Project (Phase 1) was placed on file. Mr. McCann introduced and read by title only Ordinance No. 2252021, "Accepting the bid of Visu-Sewer of Ohio, LLC and awarding the Contract for the Large Diameter Sanitary Sewer Lining Project to same: authorizing the expenditure for the improvements in the amount of \$1,092,743.50; appropriating funds therefore; and declaring an emergency." Mr. McCann moved, Mr. Hayman seconded passage of Ordinance No. 25-2021 as an emergency measure. Roll call vote being: McCann, Richardson, Stough, Westphal, Cappellini, Frye, Haynam, (7) yeas; (0) nays. The motion carried.

Ordinance No. 25-2021, "Accepting bid, awarding Contract for Large Diameter Sanitary Sewer Lining Project...."

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

Service Director's report on the Luc-Monroe-0127 Bridge Rehabilitation Project was placed on file. Mrs. Westphal introduced and read by title only Ordinance No. 26-2021, "Accepting the bid of Vernon Nagel, Inc. and awarding the Contract for the Luc-Monroe-0127 Bridge Rehabilitation Project to same; authorizing the expenditure for the Improvements in the amount of \$249,375.60; appropriating funds therefore; and declaring an emergency"; Mrs. Westphal moved, Mr. McCann seconded passage of Ordinance No. 26-2021 as an emergency measure. Roll call vote being: Richardson, Stough, Westphal, Cappellini, Frye, Haynam, McCann, (7) yeas; (0) nays. The motion carried.

Ordinance No. 26-2021, "Accepting bid awarding contract for Luc-Monroe-0127 Bridge Rehabilitation Project..."

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

Service Director's report on the Solid Waste Service was placed on file. Mr. McCann moved, Mr. Haynam seconded to refer proposed Ordinance No. 27-2021, Amending Chapter 941-Solid Waste/Recycling Collection to the Utilities & Environment Committee for review and recommendation. Roll call vote being: Stough, Westphal, Cappellini, Frye, Haynam, McCann, Richardson; (7) yeas; (0) nays. The motion carried.

Referral of Ordinance No. 27-2021 to Utilities Committee for review.

Mr. McCann moved, Mr. Frye seconded to set a Utilities & Environment meeting for Monday, March 22, 2021 at 4:30p.m. to discuss proposed Ordinance No. 27-2021, Amending Chapter 941-Solid Waste/Recycling Collection in council chambers.

Set Utilities Com Mtg for March 22, 2021 at 4:30p.m. to discuss proposed Ord No. 27-2021.

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

Mr. Frye introduced and read by title only Resolution No. 4-2021, “A Resolution authorizing and establishing a new Fund known as the Joint Economic Development District Fund within the Financial Records of the City of Sylvania; and declaring an emergency”; Mr. Frye moved, Mrs. Westphal seconded passage of Resolution No. 4-2021 as an emergency measure. Roll call vote being: Cappellini, Frye, Haynam, McCann, Richardson, Stough, Westphal; (7) yeas; (0) nays. The motion carried.

Resolution No. 4-2021, “Establishing Joint Economic Development District Fund...”

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

Service Director’s report on MuniLink Billing Software was placed on file. Council will address at next meeting for a Utility Committee meeting to see a demonstration.

MuniLink Billing Software information.

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

Mayor Stough presented the notice of a new D1, “beer for on premises consumption until 1:00 a.m.”, D2, “wine and certain prepackaged mixed drinks until 1:00 a.m.”, permit from Sandals Nail Spa, 7645 W. Sylvania Ave., Sylvania, OH. Mr. Frye moved, Mr. Haynam seconded to not request a public hearing on this application. Roll call vote being: Frye, Haynam, McCann, Richardson, Stough, Westphal, Cappellini; (7) yeas; (0) nays. The motion carried.

No hearing for liquor permit from Sandals Nail Spa, 7645 W. Sylvania Ave.

Mayor Stough stated Council will now consider agenda item 15.

Mayor Stough presented the Planning Commission’s recommendation on the petition SUP-1-2021 for Special Use for property located at 5403 Silica Drive, to allow the placement of a 130’ wireless communication facility with a 10’ lighting rod a total 140’ tall. Mr. Haynam moved, Mrs. Westphal seconded to set a public hearing for SUP-1-2021 on April 19, 2021 at 5:30p.m. Roll call vote being: Haynam, McCann, Richardson, Stough, Westphal: Cappellini, Frye; (7) yeas; (0) nays. The motion carried.

Set P.H. for SUP-1-2021 for 4/19/21 at 5:30 p.m.

Mayor Stough stated Council will now consider agenda item 16.

Mayor Stough presented the Planning Commission’s recommendation on proposed Ordinance No. 12-2021, Amending Chapter 1157-Off Street Parking – Bicycle Parking. Mr. Haynam moved, Mrs. Westphal seconded to set a public hearing for proposed Ordinance 12-2021 on April 19, 2021 at 5:30 p.m. Roll call vote being: McCann, Richardson, Stough, Westphal: Cappellini, Frye, Haynam; (7) yeas; (0) nays. The motion carried.

Set P.H. for Proposed Ordinance No. 12-2021 for April 19th at 5:30 p.m.

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Mayor Stough stated Council will now consider agenda item 17.

Mr. Haynam moved, Mrs. Westphal seconded to send Zoning Ordinance Amendment application SUP-2-2021 from Diane Turk, 4333 N. Watercrest Dr., Toledo, OH 43614 to change zoning from B-4 "Shopping Center District" to B-4 Special Use for property located at 5808 Monroe Street, Sylvania, OH 43560 to conduct church services in the building 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.

Referral of SUP-2-2021 to Plan Com for review.

Mayor Stough stated Council agenda item 18 was moved to agenda item 5a. There were no items for agenda item 19 & 20, so Council will now consider added agenda item 21.

The Federal Legislation-American Rescue Plan was discussed. The City will receive 3.8 million dollars split between 2021 and 2022. Administration will research the spending requirements for these funds and provide information back to Council.

American Rescue Plan update.

Mayor Stough stated all agenda items have been addressed.

Mr. Frye moved, Mr. Haynam seconded to adjourn at 10:00 p.m. Roll call vote being: McCann, Richardson, Stough, Westphal, Cappellini, Frye, Haynam, (7) yeas; (0) nays.

Adjournment.

Clerk of Council

Mayor

ORDINANCE NO. 29 -2021

**AMENDING THE CODIFIED ORDINANCES, 1979, AS AMENDED, BY
ADDING CHAPTER 769 – MOBILE FOOD VEHICLES; AND DECLARING
AN EMERGENCY.**

WHEREAS, the Director of Public Service has recommended that Chapter 769 be added to the Sylvania Codified Ordinances, 1979, as amended, as set forth on the attached “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 Chapter 769 – Mobile Food Vehicles of the Codified Ordinances of Sylvania, 1979, as amended, be and it is, hereby further amended to read as set forth on the attached “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 regulation of Mobile Food Vehicles should be enacted immediately. 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 this Charter.

Vote on passage as an emergency: Yeas _____ Nays _____

Passed, _____, 2021, as an emergency measure.

President of Council

ATTEST:

APPROVED AS TO FORM:

Clerk of Council

Director of Law

APPROVED:

Mayor

Date

CHAPTER 769
Mobile Food Vehicles

769.01	Definitions.	769.04	Furnishing of Information.
769.02	Registration Required.	769.05	Permit.
769.03	Application for Registration.	769.06	Regulations.
		769.07	Enforcement and Penalty.

769.01 DEFINITIONS.

The following terms shall have the following meanings when used in this chapter:

- (a) The Zoning Administrator shall mean the Zoning Administrator of the City of Sylvania.
- (b) The Tax Administrator shall mean the Income Tax Commissioner of the City of Sylvania.
- (c) Food Establishment shall mean a business operation or any part thereof that stores, prepares, packages, serves, vends or otherwise provides food and/or beverages for human consumption.
- (d) Mobile Food Vehicle shall mean a Food Establishment that is located upon a vehicle including motorcycles and bicycles, or which is pulled by a vehicle. This definition includes mobile food kitchens, pushcart vendors, bicycle cart vendors, mobile food trucks, canteen trucks and coffee trucks.
- (e) Mobile Food Vehicle Operator shall mean any and all persons associated with the operation of a Mobile Food Vehicle for which registration has been made to operate the Mobile Food Vehicle within the City.

(Ord. _____-2021. Passed ___ - ____-2021.)

769.02 REGISTRATION REQUIRED.

Except as provided in 769.03(c), no Mobile Food Vehicle shall be operated in the City without first registering with the Zoning Administrator. A separate registration must be made for each and every Mobile Food Vehicle to be operated within the City.

(Ord. _____-2021. Passed ___ - ____-2021.)

769.03 APPLICATION FOR REGISTRATION.

(a) Each Mobile Food Vehicle operator shall, prior to commencing operations within the City, furnish the Zoning Administrator, on a form provided by the City, a fully executed application for registration to operate a Mobile Food Vehicle within the City.

(b) Applications for registrations to operate Mobile Food Vehicles will be accepted by the City Administrator each year beginning March 1.

(c) Mobile Food Vehicles operating within the boundaries of the City, stopping, standing or otherwise parking in the public right of way for only 15 consecutive minutes or less, shall not be required to apply for registration to operate a Mobile Food Vehicle within the boundaries of the City in the public right of way.

(Ord. _____-2021. Passed ___ - ____-2021.)

769.04 FURNISHING OF INFORMATION.

A Mobile Food Vehicle Operator, prior to commencing Mobile Food Vehicle operations within the City, shall furnish the Zoning Administrator with the following documents and information:

(a) A current, written certification that the Mobile Food Vehicle has passed all necessary inspections required by the Sylvania Township Fire Department;

(b) A current written certification that the Mobile Food Vehicle Operator and the Mobile Food Vehicle have passed all necessary inspections and are in full compliance with the Lucas County Health Department;

(c) A letter of good standing from the City Income Tax Division with respect to the Mobile Food Vehicle operations; and

(d) A current certificate of insurance evidencing general liability coverage in the minimum amount of one million dollars (\$1,000,000.00) in the aggregate in a form acceptable to the City.

(Ord. ____-2021. Passed ____-____-2021.)

769.05 PERMIT.

(a) Each Mobile Food Vehicle Operator shall, prior to commencing operations within the City, pay an annual, nonrefundable permit fee to the Zoning Administrator in the amount of \$100.00.

(b) The City shall, no later than 14 days after receiving (i) a fully executed application for registration to operate a Mobile Food Vehicle within the City, (ii) all other required documents and information, and (iii) an annual permit fee, issue a permit to the Mobile Food Vehicle Operator to operate the Mobile Food Vehicle within the City.

(c) Mobile Food Vehicle permits must be on display, on the vehicle, in full sight for all to see at all times while the Mobile Food Vehicle is operating within the City.

(d) Mobile Food Vehicle permits are specific to the Mobile Food Vehicle Operator and the Mobile Food Vehicle.

(e) Mobile Food Vehicle permits will automatically expire each year on December 31.

(f) No annual permit fee shall be required of Mobile Food Vehicles or Mobile Food Vehicle Operators owned or compensated by a food establishment currently operating within the boundaries of the City, from a fixed location (i.e., from owned or leased real property), and in compliance with all other applicable, local regulations.

(Ord. ____-2021. Passed ____-____-2021.)

769.06 REGULATIONS.

(a) A mobile food vehicle shall not operate on City-owned property or within the public right-of-way unless authorized as part of a temporary special event, except that ice cream sales trucks may operate within the public right-of-way without being part of a temporary special event.

(b) A mobile food vehicle shall not operate within 500 feet of a temporary special event, unless approved as part of a temporary special event, or any brick and mortar restaurant.

(c) No mobile food vehicle shall operate prior to 7:00 a.m. or after 10:00 p.m. unless specifically authorized as part of a temporary special event.

(d) All mobile food vehicles shall offer a waste container for public use that the operator shall empty at his or her own expense and not into any City-owned waste container.

(e) The City reserves the right to relocate a mobile food vehicle to an alternate location as determined by the Director of Public Safety and/or the Chief of Police or their designee if the approved location needs to be used for emergency purposes or other public benefit.

(f) The operation of the mobile food vehicles shall at all times be in compliance with all applicable governmental rules and regulations including, but not limited to those of the Lucas County Health Department and the State of Ohio.

(g) The Sylvania Township Fire Department may inspect mobile food vehicles at any time to ensure compliance with all applicable Federal, State and local fire safety statutes, regulations, ordinances and codes.

(Ord. ____-2021. Passed ____ - ____-2021.)

769.07 ENFORCEMENT AND PENALTY.

In the case of a failure by any Mobile Food Vehicle Operator to comply with any of the provisions of this chapter, such Mobile Food Vehicle Operator shall be in violation and shall be subject to a penalty.

(a) The provisions of this section shall be enforceable by the Sylvania Police Division.

(b) A penalty in the amount of one hundred dollars (\$100.00) shall be assessed and immediately payable for failure to comply with any of the provisions of this chapter. A separate offense shall be deemed committed each day, or part thereof, for which a Mobile Food Vehicle Operator fails to comply with any of the provisions of this chapter. Any and all penalties are in addition to the annual permit fee.

(c) No penalty shall be imposed under this chapter with respect to any failure if it is shown that such failure is due to reasonable cause and not to willful neglect.

(d) Upon discovery of the violation, the Mobile Food Vehicle operator shall be served with notice of violation and demand for penalty in the same manner as a fine. Upon service with the notice of violation, the Mobile Food Vehicle operator shall immediately cease operations within the City of Sylvania until such time as the Mobile Food Vehicle operator is issued a valid permit for operations.

(e) No Mobile Food Vehicle Operator shall be permitted to operate a Mobile Food Vehicle within the City for any year in which it has been assessed penalties under this chapter on more than two occasions.

(Ord. ____-2021. Passed ____ - ____-2021.)

“Exhibit A”

ORDINANCE NO. 30 -2021

APPROVING THE THIRD AMENDMENT TO REAL ESTATE PURCHASE AGREEMENT OF FIRST BROOKSIDE, LLC TO PURCHASE THE CITY'S REAL ESTATE LOCATED AT 5705-5711 NORTH MAIN STREET, SYLVANIA, OHIO; AUTHORIZING THE MAYOR AND THE DIRECTOR OF FINANCE TO ACCEPT SAID THIRD AMENDMENT TO REAL ESTATE PURCHASE AGREEMENT ON BEHALF OF THE CITY OF SYLVANIA; DETERMINING SAID REAL ESTATE TO BE NO LONGER NEEDED FOR MUNICIPAL PURPOSES; AND DECLARING AN EMERGENCY.

WHEREAS, Ordinance No. 48-2020, passed by Sylvania City Council on August 17, 2020, approved the Offer to Purchase of First Brookside, LLC for its property commonly known as 5705-5711 North Main Street, Sylvania, Ohio at a sales price of \$200,000; and,

WHEREAS, during the diligence period, a survey issue was identified relative to a gap parcel at the easterly boundary line of the property, and in lieu of waiting until that issue can be resolved by either a quiet title action or obtaining deeds from the prior owners' heirs, the Buyer has proposed that they will accept the title to the property "as is" and assume the responsibility for the quiet title action in exchange for a \$20,000 credit on the purchase price; and,

WHEREAS, First Brookside, LLC has submitted a Third Amendment to Real Estate Purchase Agreement to purchase said real estate located at 5705-5711 N. Main St., from the City of Sylvania for a total purchase price of One Hundred Eighty Thousand Dollars (\$180,000.00), which Third Amendment to Real Estate Purchase Agreement is now on file with the Clerk of this Council.

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

SECTION 1. That this Council hereby finds and determines that the real estate known as 5705-5711 N. Main St. is no longer needed for any municipal purpose.

SECTION 2. That the Third Amendment to Real Estate Purchase Agreement, submitted by First Brookside, LLC in the amount of One Hundred Eighty Thousand Dollars

(\$180,00.00) for the purchase of 5705-5711 N. Main St. is hereby approved and the Mayor and Director of Finance be, and they hereby are, authorized to accept said Offer to Purchase on behalf of this City.

SECTION 3. That the method, manner, consideration and procedure for the sale of said City owned real estate is hereby determined to be as set forth herein and as approved by this Ordinance and it is hereby determined that the sale of said real estate as hereby approved complies with those requirements.

SECTION 4. That the Mayor and Director of Finance be, and they hereby are, authorized to execute and deliver a Warranty Deed for said premises prepared by the Director of Law and they are hereby authorized to so any and all things necessary and incidental to facilitate the closing on said sale of real estate, all under the supervision of the Director of Law.

SECTION 5. 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 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 6. 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, Sections 11 and 12, of the Charter of this City.

SECTION 7. 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 this City must act on the purchase agreement immediately or lose the benefits thereof and therefore this Ordinance should be effective forthwith. 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 on passage as an emergency: Yeas _____ Nays _____

Passed, _____, 2021, as an emergency measure.

President of Council

ATTEST:

Clerk of Council

APPROVED:

APPROVED AS TO FORM:

Mayor

Director of Law

Date

RESOLUTION NO. 5 -2021

A RESOLUTION OF THE COUNCIL OF THE CITY OF SYLVANIA JOINING THE TOLEDO REGIONAL CHAMBER OF COMMERCE IN STRONGLY URGING THE UNITED STATES POSTAL SERVICE (“USPS”) TO CONSIDER RETURNING MAIL PROCESSING OPERATIONS TO ITS SORTING FACILITY IN TOLEDO, OHIO; AND DECLARING AN EMERGENCY.

WHEREAS, our residents and businesses rely on prompt mail for important everyday transactions like sending invoices, paying bills, receiving medications, and shipping of critical supplies; and,

WHEREAS, complaints of untimely mail delivery have persisted in Northwest Ohio since USPS transferred sorting operations from the Toledo processing facility to the Michigan Metroplex Facility in 2012; and,

WHEREAS, in a survey of its member businesses conducted in 2020 by the Toledo Regional Chamber of Commerce, more than 70 percent of respondents indicated that delays in USPS mail delivery were negatively impacting them and their customers; and,

WHEREAS, in a follow-up survey of its members conducted in March of 2021, that number increased to 100 percent, with respondents indicating the specific consequences of USPS mail delivery delays to their businesses; and,

WHEREAS, in that most recent survey 94 percent of respondents cited late payment of bills or invoices, 12 percent experienced disruptions to supply chains, and 36 percent received unfavorable customer reviews; and,

WHEREAS, businesses being negatively impacted are among our region’s smallest employers, with nearly two-thirds of the survey respondents employing fewer than 50 employees, and 34 percent employing fewer than 10 employees; and,

WHEREAS, our residents and businesses deserve confidence that their mail will be delivered reliably and consistently as our region continues on its path to economic recovery.

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

SECTION 1. That the City of Sylvania strongly urges the USPS to consider restoring mail sorting services to the Toledo processing facility as USPS evaluates operational changes to improve mail services for our residents and businesses.

SECTION 2. That the Clerk of Council is hereby directed to forward a certified copy of this Resolution to the Postmaster General, USPS Board of Governors, Senator Rob Portman, Senator Sherrod Brown, and Representative Bob Latta.

SECTION 3. 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 4. 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 5. 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 Council of the City of Sylvania wishes to make its support of returning mail processing operations to its sorting facility in Toledo 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 on passage as an emergency: Yeas _____ Nays _____

Passed, _____, 2021, as an emergency measure.

President of Council

ATTEST:

APPROVED AS TO FORM:

Clerk of Council

Director of Law

APPROVED:

Mayor

Date

10

NOTICE TO LEGISLATIVE
AUTHORITY

OHIO DIVISION OF LIQUOR CONTROL
6606 TUSSING ROAD, P.O. BOX 4005
REYNOLDSBURG, OHIO 43068-9005
(614)644-2360 FAX(614)644-3166

TO

2485375		STCK	ELEMENT 112 LLC DBA ELEMENT 112 EXCL BANQUET ROOMS 5737 N MAIN ST & PATIO SYLVANIA OH 43560
PERMIT NUMBER		TYPE	
ISSUE DATE			
05 18 2020			
FILING DATE			
D1 D2 D3			
PERMIT CLASSES			
48	077	A	C85191
TAX DISTRICT			RECEIPT NO.

FROM 03/24/2021

PERMIT NUMBER		TYPE
ISSUE DATE		
FILING DATE		
PERMIT CLASSES		
TAX DISTRICT		RECEIPT NO.



MAILED 03/24/2021

RESPONSES MUST BE POSTMARKED NO LATER THAN. 04/26/2021

IMPORTANT NOTICE

PLEASE COMPLETE AND RETURN THIS FORM TO THE DIVISION OF LIQUOR CONTROL
WHETHER OR NOT THERE IS A REQUEST FOR A HEARING.

REFER TO THIS NUMBER IN ALL INQUIRIES **A STCK 2485375**

(TRANSACTION & NUMBER)

(MUST MARK ONE OF THE FOLLOWING)

WE REQUEST A HEARING ON THE ADVISABILITY OF ISSUING THE PERMIT AND REQUEST THAT
THE HEARING BE HELD IN OUR COUNTY SEAT. IN COLUMBUS.

WE DO NOT REQUEST A HEARING.

DID YOU MARK A BOX? IF NOT, THIS WILL BE CONSIDERED A LATE RESPONSE.

PLEASE SIGN BELOW AND MARK THE APPROPRIATE BOX INDICATING YOUR TITLE:

(Signature)

(Title)- Clerk of County Commissioner

(Date)

Clerk of City Council

Township Fiscal Officer

**CLERK OF SYLVANIA CITY COUNCIL
6730 MONROE ST
SYLVANIA OHIO 43560**



11

OFFICE OF THE MAYOR
CRAIG A. STOUGH, MAYOR

April 2, 2021

TO THE MEMBERS OF SYLVANIA CITY COUNCIL:

RE: Re-Appointment to the Sylvania Civil Service Commission

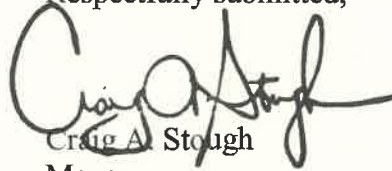
Dear Council Members:

Mr. Scott Coolman has expressed his interest in continuing to serve on the Civil Service Commission.

Mr. Coolman has been a member of the Civil Service Commission since 2019 and has demonstrated his active interest and commitment to Sylvania through his service to the community including serving as Sylvania Rotary Pancake Dinner Chairperson, past President of Sylvania Rotary, incoming president of the Sylvania Rotary Foundation Board, and is a former Vice President of Sylvania Youth Soccer Association.

Therefore, I am pleased to announce the re-appointment of Scott Coolman to the Civil Service Commission, and request that you confirm this appointment.

Respectfully submitted,



Craig A. Stough
Mayor

CAS/lb

Bucher, Sharon

SUP-2-2021

A

From: Life More Abundantly <life_moreabundantly@yahoo.com>
Sent: Tuesday, March 16, 2021 10:21 AM
To: Bucher, Sharon
Subject: Rescind request please- for 5808 Monroe Street, Sylvania

This message has originated from an **External Source**. Please use proper judgment and caution when opening attachments, clicking links, or responding to this email.

Good morning and thank you for your call this morning.

Due to how massive the renovation costs would be to add a church assembly group to my property at 5808 Monroe Street, Sylvania, we unfortunately will have to abandon that idea at this location and therefore are rescinding the application/request for approval to host a church at the property.

Apparently the Lord has a different plan for that part of what He has called me to do!

It has been a blessing work with you and the city. Thank you SO much for considering my project!

May the Lord bless you richly today!

Diane Turk

Council referred to Plan Commission on 3/15/21.

City of Sylvania
Bank Reconciliation
March 2021

B

Ending balance for February 2021	30,443,909.49
Add: Monthly Receipts	<u>4,063,787.00</u>
Subtotal	\$ 34,507,696.49
Less: Monthly Disbursements	<u>2,564,237.63</u>
Ending balance for March 2021	\$ 31,943,458.86

Less:	
CD Metamora Bank	\$ (2,176,639.59)
Star Ohio	(82,313.09)
Petty Cash (1)	(2,050.00)
Cemetery Savings	(1,062.86)
Toledo Community Fund	(31,803.18)
Key Bank Securities	(8,173.34)
5/3rd Securities	(8,132,168.84)
SJS Account	(5,839,063.14)
Morgan Stanley Investment	
UBS Financial	(7,364,757.59)
Premier Bank (CD)	(2,100,782.56)
Key Bank (CD)	(1,048,400.00)
Sylvania Township Bonds	(155,000.00)
	\$ 5,001,244.67

2/21 SJS Investment Interest	1,000.00
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(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
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BANK BALANCE

EOM 5/3rd Bank Balance	\$ 5,169,974.96
Deposit in Transit:	
Income Tax	9,913.47
General Deposit	44,235.92

Subtotal	\$ 5,224,124.35
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Less: Outstanding Checks (2)	221,879.68
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Adjusted Bank Balance	\$ 5,002,244.67
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(2)	
February Outstanding Checks	\$ 662,691.04

Checks written this month	944,898.13
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Subtotal	<u>\$ 1,607,589.17</u>
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Checks Cleared this month	<u>(1,385,709.49)</u>
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March Outstanding Checks	\$ 221,879.68
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Toby Schroyer
 Director of Finance, City of Sylvania