

Sylvania City Council
October 18, 2021

6:45 p.m. Committee of the Whole Meeting
Tax Increment Financing in Downtown Area

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 Mrs. Cappellini.
3. Additions to the agenda.
4. Approval of the regular council meeting minutes of October 4, 2021.
5. Sylvania River Trail Pedestrian Hybrid Beacon.
 - a. Service Director's report on bids received.
 - b. Proposed Ordinance No. 70-2021, Accepting the bid of FET Construction Services, LLC and awarding the contract for the Sylvania River Trail Pedestrian Hybrid Beacon project.
6. Right-of-Way Extension for Country Place.
 - a. Service Director's report on right-of-way.
 - b. Referral to Planning Commission for review.
7. OPWC Grant Applications.
 - a. LUC-Hollybrook-Marshall Improvements.
 1. Proposed Resolution No. 14-2021, A Resolution authorizing to file an OPWC Grant Application for the Hollybrook Lane/Marshall Road Improvement Project.
 - b. Altara Drive Improvements.
 1. Proposed Resolution No. 15-2021, A Resolution authorizing to file an OPWC Grant Application for the Altara Drive Improvement Project.
8. Committee reports.
 - a. Finance Committee meeting held on October 15, 2021
 - b. Committee of the Whole meeting held on this date.
9. Committee referrals.

INFORMATION

- A. September 2021 Bank Reconciliation.
- B. Board of Architectural Review minutes from October 13, 2021.
- C. Municipal Planning Commission minutes from October 13, 2021.

Minutes of the Meeting of Council
October 4, 2021

The Council of the City of Sylvania, Ohio met in regular session on October 4, 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 Mrs. Westphal.

Pledge of
Allegiance.

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

The following items have been added to the agenda:

9c. Schedule a Committee of the Whole Meeting regarding potential TIF.

Mr. Frye moved, Mr. Haynam seconded to approve the agenda; roll call vote being: Cappellini, Frye, Haynam, McCann, Stough, Richardson, 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 September 20, 2021 meeting minutes. Mr. Frye 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 September 20, 2021 be approved; roll call vote being: Frye, Haynam, McCann, Richardson, Stough, Westphal, Cappellini, (7) yeas; (0) nays. The motion carried.

Approval of the
September 20,
2021 meeting
minutes.

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

Mike McMahon gave a presentation on the SAJRD Levy. Mr. McMahon provided information on the history of SAJRD, project timeline, master plan, partners, feasibility study, and potential site (behind Meijer's next to University Trail) for the Multigenerational Community Center on the ballot in November. The levy would be \$91.00 per home value of \$100,000 to generate approximately 72 million with 60 million for the new facility and 12 million for upgrades to existing facilities. He reviewed the amenities for these facilities.

SAJRD Levy
presentation.

Police Chief Schnoor introduced four new police officers that have been hired due to retirements in the department.

Introduction of 4
new police
officers.

Minutes of the Meeting of Council
October 4, 2021

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

Service Director's report on an Ohio Public Works Commission Grant Application for LUC-Monroe & Silica Upgrade & LUC-Silica Bridge Replacement was placed on file. Mrs. Westphal presented and read aloud by title only, proposed Resolution No. 12-2021, a written copy of same having been previously furnished to each member of Council, "A Resolution authorizing the Mayor and Director of Finance to file an Ohio Public Works Commission Grant Application for the Monroe Street and Silica Drive Intersection Improvement Project and the Silica Drive Bridge Replacement Project; and declaring an emergency"; Mrs. Westphal moved, Mr. Haynam seconded for passage of Resolution No. 12-2021 as an emergency measure; roll call vote being: Richardson, Stough, Westphal, Cappellini, Frye, Haynam, McCann, (7) yeas; (0) nays. The motion carried.

Resolution No. 12-2021,"
...OPWC Grant Application for Monroe/Silica Intersection & Silica Dr. Bridge Replacement Project....:

Service Director's report on an Ohio Public Works Commission Grant Application for Elden Ditch Watershed Improvement (Phase 1) was placed on file. Mr. McCann presented and read aloud by title only, proposed Resolution No. 13-2021, a written copy of same having been previously furnished to each member of Council, "A Resolution authorizing the Mayor and Director of Finance to file an Ohio Public Works Commission Grant Application for the Elden Ditch Watershed Improvements (Phase 1) Project; and declaring an emergency"; Mr. McCann moved, Ms. Stough seconded for passage of Resolution No. 13-2021 as an emergency measure; roll call vote being: Stough, Westphal, Cappellini, Frye, Haynam, McCann, Richardson, (7) yeas; (0) nays. The motion carried.

Resolution No. 13-2021,"
...OPWC Grant Application for Elden Ditch Watershed Improvement Project..."

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

Service Director's report on Engineering Services Contract Modification for the LUC-Monroe-Silica Intersection Improvements Project was placed on file. Mrs. Westphal presented and read aloud by title only, proposed Ordinance No. 67-2021, a written copy of same having been previously furnished to each member of Council, "Authorizing the Mayor and Director of Finance to accept the amendment to the proposal of Tetra Tech to provide Engineering Services for the Monroe Street and Silica Drive Intersection Improvement Project; appropriating funds therefore in an amount not to exceed \$63,765; and declaring an emergency."; Mrs. Westphal moved, Mr. McCann seconded for passage of Ordinance No. 67-2021 as an emergency measure; roll call vote being: Westphal, Cappellini, Frye, Haynam, McCann, Richardson, Stough, (7) yeas; (0) nays. The motion carried.

Ordinance No. 67-2021,
"Authorizing to accept amendment ...engineering svcs...Monroe St & Silica Drive Intersection Project..."

Minutes of the Meeting of Council
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Service Director's report on Engineering Services Contract for the Altara Drive Improvement Project was placed on file. Mr. McCann presented and read aloud by title only, proposed Ordinance No. 68-2021, a written copy of same having been previously furnished to each member of Council, "Accepting the proposal of Feller Finch & Associates, Inc. for Engineering Design Services relative to the Altara Drive Improvement Project; appropriating funds therefore in the amount of \$7,800; and declaring an emergency."; Mr. McCann moved, Mr. Haynam seconded for passage of Ordinance No. 68-2021 as an emergency measure; roll call vote being: Cappellini, Frye, Haynam, McCann, Richardson, Stough, Westphal, (7) yeas; (0) nays. The motion carried.

Ordinance No. 68-2021, "Accepting Feller, Finch & Assoc for Engineering Design Svcs ...Altara Dr. Improvement Project...."

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

Mr. Frye presented and read aloud by title only, proposed Ordinance No. 69-2021, 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 County Commissioners of Lucas County, Ohio, for After Hours Canine Control Services by the Dog Warden of Lucas County, Ohio; and declaring an emergency."; Mr. Frye moved, Mrs. Westphal seconded for passage of Ordinance No. 69-2021 as an emergency measure; roll call vote being: Stough, Cappellini, Frye, Haynam, McCann, Richardson, (7) yeas; (0) nays. The motion carried.

Ordinance No. 69-2021, "Authorizing Agreement with Lucas County ...After Hours Canine Control Svcs...Dog Warden..."

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

Mr. Richardson reported on the Employee & Community Relations Committee held a meeting on this date to discuss proposed Resolution No. 11-2021, "The 5 I's of Disability Justice." After discussion, it was decided to have Ron Volk of Lucas County Board of Developmental Disabilities come and address the subject at a future meeting.

Emp & Com Relations Committee... Reso #11-2021 report.

Mr. Richardson moved, Mr. Haynam seconded to schedule an Employees & Community Relations Committee meeting for November 1, 2021 at 7:00 p.m. to hear Ron Volk from the LC Board of DD speak on this subject. Roll call vote being: Cappellini, Frye, Haynam, McCann, Richardson, Stough, Westphal; (7) yeas; (0) nays. The motion carried.

Emp & Com Relations Committee Mtg: set for 11/1/21 @ 7:00 p.m.

Minutes of the Meeting of Council
October 4, 2021

Mrs. Westphal reported on the Streets Committee meeting held on this date to discuss the Cushman Road Speedhumps. After review of the criteria for speed humps, this petition request did not meet the necessary requirements for speed humps. The committee requested more police presence for speeding infractions and to review the speed signs placement.

Streets
Committee...
Cushman Rd.
Speedhumps
report.

Mr. Frye moved, Mrs. Westphal seconded to schedule a Committee of the Whole meeting for October 18, 2021 at 6:45 p.m. to discuss the creation of a Tax Increment Financing (TIF) in the downtown area with Glen Grisdale of Reville.

COW Mtg set for
10/18/21 @ 6:45
p.m.

Mayor Stough stated all agenda items have been addressed.

Adjournment.

Mr. Frye moved, Mr. McCann seconded to adjourn at 8:45 p.m. Roll call vote being: Haynam, McCann, Richardson, Stough, Westphal, Cappellini, Frye, (7) yeas; (0) nays.

Clerk of Council

Mayor

5a



DEPARTMENT OF PUBLIC SERVICE
KEVIN G. ALLER, PE DIRECTOR

October 18, 2021

To: The Mayor and Members of Sylvania City Council

Re: **SYLVANIA RIVER TRAIL PEDESTRIAN HYBRID BEACON (PHB)**

Dear Mr. Mayor and Council Members:

We received bids on October 6, 2021 for the above referenced project. There was a total of three (3) bids received.

The lowest bid was submitted by FET Construction Services, LLC. Their bid of \$111,900 was approximately 1.1% over the Engineer's Estimate of \$110,697.79. All three bids received were within \$600 of each other.

FET Construction Services has performed traffic signal related projects for the City in the past and is the City's on-call traffic signal contractor that handles all our maintenance responsibilities.

Therefore, it is our recommendation that the contract be awarded to FET Construction Services, LLC in the amount of \$111,900 from account number 401-7610-53503.

Please call if you have any questions.

Sincerely,

Kevin G. Aller, P.E.

Director of Public Service

5b

ORDINANCE NO. 70 -2021

**ACCEPTING THE BID OF FET CONSTRUCTION SERVICES, LLC AND
AWARDING THE CONTRACT FOR THE SYLVANIA RIVER TRAIL
PEDESTRIAN HYBRID BEACON PROJECT TO SAME; AUTHORIZING
THE EXPENDITURE FOR THE IMPROVEMENTS IN THE AMOUNT
OF \$111,900; APPROPRIATING FUNDS THEREFORE; AND
DECLARING AN EMERGENCY.**

WHEREAS, plans for the Sylvania River Trail Pedestrian Hybrid Beacon Project have been completed and are now on file with the Clerk of this Council; and,

WHEREAS, the Clerk of Council was authorized to advertise for bids at the September 7, 2021 Sylvania City Council meeting and thereafter the Clerk advertised for bids, and the bids were opened on October 6, 2021, and thereafter, the Director of Public Service, by report dated October 18, 2021, stated that the total engineer's estimate for the Sylvania River Trail Pedestrian Hybrid Beacon Project was \$110,697.79 and the following bids were received:

<u>BIDDERS</u>	<u>BID PRICE</u>
FET Construction Services, LLC	\$ 111,900.00
Miller Cable Company	112,000.00
US Utility Contractor	112,491.23

WHEREAS, the three (3) bids offered by the above bidders meet all of the City's specifications and the Director of Public Service, by report dated October 18, 2021, has recommended acceptance of the lowest and best bid of FET Construction Services, LLC and that the contract for the Sylvania River Trail Pedestrian Hybrid Beacon Project be awarded to same.

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

SECTION 1. That the bid of FET Construction Services, LLC for said Sylvania River Trail Pedestrian Hybrid Beacon Project, in the amount of One Hundred Eleven Thousand Nine Hundred Dollars (\$111,900.00), is hereby determined to be the lowest and bet bid received and the same is hereby accepted.

SECTION 2. That the Mayor and Director of Finance be, and hereby are, authorized and

directed to execute a contract with the bidder named in Section 1 above for the furnishing of such labor and materials in accordance with said bid.

SECTION 3. That to provide funds for said improvements hereby authorized, there is hereby appropriated from the **CAPITAL IMPROVEMENT FUND** from funds therein not heretofore appropriated to **Account No. 401-7610-53503, Street Improvements**, the total sum of One Hundred Eleven Thousand Nine Hundred Dollars (\$111,900.00).

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 bid of FET Construction Services, LLC should be accepted immediately so as to provide for the commencement of the Sylvania River Trail Pedestrian Hybrid Beacon Project 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 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



DEPARTMENT OF PUBLIC SERVICE
KEVIN G. ALLER, PE DIRECTOR

October 18, 2021

To: The Mayor and Members of Sylvania City Council

Re: **Right-of-Way Extension for Country Place**

Dear Mr. Mayor and Council Members:

The Sylvania Moose Lodge is the owner of real estate at the westerly right-of-way termination of Country Place. According to the Lucas County Auditor's Office, the 2.291-acre property has an address of 6072 Main Street, Tax District Parcel number 82-00964, and is zoned R-2. The Service Department is interested in obtaining access to the property to construct a paved turnaround to assist our Street Department during leaf collection and snow and ice control.

In order to obtain access to the property, the City needs to extend the right-of-way of Country Place to satisfy existing plat restrictions. Lucas County Tax Map Department requirements for this extension include:

- Acquiring a 2' buffer lot (Lot A as recorded in the Shadylane Extension No. 2, Lucas County Book of Plats Volume 51, Page 1, recorded in 1953).
- Extension of the right-of-way a minimum of 1 foot beyond the platted buffer lot.

The Service Department and Sylvania Moose Lodge have agreed on a specified amount of real estate to be used for the turnaround. Access to the property beyond the right-of-way extension would be granted by an access easement that will be brought to Council for consideration at a later date.

Enclosed are the executed copies of the warranty deed for the right-of-way extension. We would request Council referral to the Planning Commission for their review and recommendation. Please call with any questions.

Sincerely,

Kevin G. Aller, P.E.

Director of Public Service

WARRANTY DEED

KNOW ALL MEN BY THESE PRESENTS:

That the **Sylvania Lodge No. 1579, Loyal Order of Moose, Inc.**, the Grantor, in consideration of one dollar (\$1.00), and other good and valuable considerations, to them paid by **City of Sylvania, Ohio**, the Grantee, whose present mailing address is 6730 Monroe Street, Sylvania, Ohio 43560, the receipt whereof is hereby acknowledged, does hereby grant, bargain, sell, convey and release to the said Grantee, and their successors and assigns, the following described real estate in the City of Sylvania, Lucas County, Ohio, and legally described, Exhibit A, and drawn, Exhibit B as attached.

By acceptance hereof, the Grantor and Grantee acknowledge the following:

1. The Grantor claims title by Limited Warranty Deed as recorded in Microfiche 02 0386E04 in the Deed Records of the Lucas County Recorder's Office.
2. The Grantor hereby covenants that they are the true and lawful Owner and are well seized of the same, and have good right and full power to bargain, sell, and convey the same in the manner aforesaid.
3. This conveyance is expressly made to satisfy the condition in the Shadylane Extension No. 2 Plat as recorded in Plat Book Volume 51, Page 1 in the Deed Records of the Lucas County Recorder's Office which provides that "Lot A" be dedicated as a buffer lot until such time as the abutting right-of-way is extended onto the adjoining property, at which time Lot A will be dedicated as right-of-way.

IN WITNESS WHEREOF, the said Grantor, **Sylvania Lodge No. 1579, Loyal Order of Moose, Inc.**, has hereunto set its hands this 15th day of Sept., 2021.

Sylvania Lodge No. 1579, Loyal Order of Moose, Inc.

By: *Malcolm*

STATE OF OHIO

}SS

COUNTY OF LUCAS,

The foregoing instrument was acknowledged before me this 15th day of September

2021 by Sylvania Lodge No. 1579, Loyal Order of Moose, Inc.



KIMBERLY A HETHERINGTON
NOTARY PUBLIC - OHIO
MY COMMISSION EXPIRES 10-09-24

Kimberly A. Hetherington

Notary Public, _____ State of Ohio

My Commission Expires: 10/9/2024

EXHIBIT A
RIGHT-OF-WAY EXTENSION FOR COUNTRY PLACE

Located in the southwest quarter of Section 3 and southeast quarter of Section 4, Town 9 South, Range 6 East, City of Sylvania, Lucas County, State of Ohio and being part of Shadylane Extension No. 2 as recorded in Plat Book Volume 51, Page 1 in the Deed Records of the Lucas County Recorder's Office and part of a 2.291 acre tract of land conveyed to *Sylvania Lodge No. 1579, Loyal Order of Moose, Inc.*, by deed recorded in Microfiche 02 0386E04 in the Deed Records of the Lucas County Recorder's Office and being more particularly described as follows:

Commencing at a monument found at the west quarter corner of Section 3 and east quarter corner of Section 4, Town 9 South, Range 6 East in Whiteford Township, Michigan;

Thence in a southerly direction on the west line of Section 3 and east line of Section 4 South 00°00'00" East a distance of 574.4 feet to a point at the northwest corner of Lot 17 of Shadylane Extension No. 2 as recorded in Plat Book Volume 51, Page 1 in the Deed Records of the Lucas County Recorder's Office, said point also being at the northeast corner of said 2.291 acre tract of land conveyed to *Sylvania Lodge No. 1579, Loyal Order of Moose, Inc.*, by deed recorded in Microfiche 02 0386E04 in the Deed Records of the Lucas County Recorder's Office;

Thence continuing in a southerly direction on the west line of Section 3 and east line of Section 4 and the west line of said Lot 17 of Shadylane Extension No. 2 and east line of said Sylvania Lodge No. 1579 South 00°00'00" East a distance of 125.08 feet to a point at the southwest corner of Lot 17, said point also being at the northwest corner of Lot A of Shadylane Extension No. 2 as recorded in Plat Book Volume 51, Page 1 in the Deed Records of the Lucas County Recorder's Office, said point also being the **TRUE POINT OF BEGINNING**;

Thence in an easterly direction on the said north line of Lot A North 87°58'00" East a distance of 2.00 feet to a point, said point being at the northeast corner of Lot A of Shadylane Extension No. 2 as recorded in Plat Book Volume 51, Page 1 in the Deed Records of the Lucas County Recorder's Office, said point also being on the north right-of-way line of Country Place;

Thence in a southerly direction on the east line of Lot A South 00°00'00" East a distance of 60.04 feet to a point, said point being at the southeast corner of Lot A of Shadylane Extension No. 2 as recorded in Plat Book Volume 51, Page 1 in the Deed Records of the Lucas County Recorder's Office, said point also being on the south right-of-way line of Country Place;

Thence in a westerly direction on the said south line of Lot A South 87°58'00" West a distance of 2.00 feet to a point; said point being at the southwest corner of Lot A of Shadylane Extension No. 2 as recorded in Plat Book Volume 51, Page 1 in the Deed Records of the Lucas County Recorder's Office, said point also being on the west line of Section 3, said point also being on the east line of Section 4, said point also being on the east line of said 2.291 acre tract of land conveyed to *Sylvania Lodge No. 1579, Loyal Order of Moose, Inc.*, by deed recorded in Microfiche 02 0386E04 in the Deed Records of the Lucas County Recorder's Office;

Thence continuing in a westerly direction with the westerly extension of the south right-of-way line of Country Place South $87^{\circ}58'00''$ West a distance of 1.00 foot to a point;

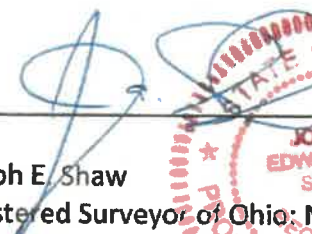

Thence in a northerly direction North $00^{\circ}00'00''$ West a distance of 60.04 feet to a point; said point being on the westerly extension of the north right-of-way line of Country Place;

Thence in an easterly direction on the westerly extension of the north right-of-way line of Country Place North $87^{\circ}58'00''$ East a distance of 1.00 feet to the **TRUE POINT OF BEGINNING**.

The above described area contains 0.004 acres of land, more or less, and is subject to all legal highways and easements of record. Of the described area 0.003 acres, more or less, are part of Lot A of Shadylane Extension No. 2 and 0.001 acres, more or less, are part of Lucas County Auditor's tax district parcel number 82-00964.

Bearings used herein are based on an assumed meridian and are for the express purpose of showing angular measurement only.

This description was prepared by Joseph E. Shaw, Registered Surveyor 8491 of the State of Ohio.

  6/10/2020
Joseph E. Shaw
Registered Surveyor of Ohio: No. 8491
Date

79



DEPARTMENT OF PUBLIC SERVICE
KEVIN G. ALLER, PE DIRECTOR

October 18, 2021

To: The Mayor and Members of Sylvania City Council

Re: **OPWC GRANT APPLICATION**
LUC-HOLLYBROOK-MARSHALL IMPROVEMENTS

Dear Mr. Mayor and Council Members:

This project consists of removing and widening the existing pavement full depth and reconstructing with a new asphalt section and curbs on Hollybrook Lane (North-East-West) and on Marshall Road between Acres Road and Durbin Road. Other improvements include replacement and expansion of the storm sewer system and the replacement and upsizing of the water line to current OEPA standards.

The Service Department would like to pursue Ohio Public Works Commission (OPWC) grant/loan funds to help offset project costs. A summary of the anticipated financial participation amounts should the City be awarded OPWC grant funds is provided below:

City of Sylvania (51%)	\$807,877
Ohio Public Works Commission (49%)	<u>\$776,000</u>
Total Project Cost	\$1,583,877

This application would request the award amount be apportioned as 50% grant (\$388,000) and 50% loan (\$388,000). Per OPWC requirements, the loan term for roadway related infrastructure improvements is 10 years with an interest rate of 0%.

We would recommend approval to apply for an OPWC grant/loan request in the amount of \$776,000 for this improvement project. Please contact me with any questions.

Sincerely,

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

791.

RESOLUTION NO. 14 -2021

A RESOLUTION AUTHORIZING THE MAYOR AND DIRECTOR OF FINANCE TO FILE AN OHIO PUBLIC WORKS COMMISSION GRANT APPLICATION FOR THE HOLLYBROOK LANE/MARSHALL ROAD IMPROVEMENT PROJECT; AND DECLARING AN EMERGENCY.

WHEREAS, the Director of Public Service, by report dated October 18, 2021, has requested permission to apply for Ohio Public Works Commission ("OPWC") grant funding for the Hollybrook Lane/Marshall Road Improvement Project; and,

WHEREAS, the project consists of removing and widening the existing pavement full depth and reconstructing with a new asphalt section and curbs on Hollybrook Lane and on Marshall Road between Acres Road and Durbin Road as well as replacement and expansion of the storm sewer system and replacement and upsizing of the water line to current OEPA standards; and,

WHEREAS, the Director of Public Service, by report dated October 18, 2021, has indicated that the estimated cost of this project is \$1,583,877, with the anticipated City of Sylvania contribution being \$807,877 and is seeking OPWC grant funding in the amount of \$776,000, with 50% being grant funds and 50% loan funds and has recommended the City proceed with the grant application.

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 of the City of Sylvania are hereby authorized to file an application for OPWC grant funding for the Hollybrook Lane and Marshall Road Improvement Project.

SECTION 2. That the Mayor and Director of Finance are authorized to enter into any agreements as may be necessary and appropriate for obtaining this financial assistance.

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 City should file its application for the grant immediately 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

7b



DEPARTMENT OF PUBLIC SERVICE
KEVIN G. ALLER, PE DIRECTOR

October 18, 2021

To: The Mayor and Members of Sylvania City Council

Re: **OPWC GRANT APPLICATION**
ALTARA DRIVE IMPROVEMENTS

Dear Mr. Mayor and Council Members:

This project consists of removing the existing pavement full depth and reconstructing with a new asphalt section on Altara Drive between Gillingham Drive and Highland View Drive. Other improvements include replacement of the sanitary sewer, storm sewer, and water line.

The Service Department would like to pursue Ohio Public Works Commission (OPWC) grant/loan funds to help offset project costs. A summary of the anticipated financial participation amounts should the City be awarded OPWC grant funds is provided below:

City of Sylvania (51%)	\$141,839
Ohio Public Works Commission (49%)	<u>\$136,250</u>
Total Project Cost	\$278,089

This application would request the award amount be apportioned as 50% grant (\$68,125) and 50% loan (\$68,125). Per OPWC requirements, the loan term for roadway related infrastructure improvements is 10 years with an interest rate of 0%.

We would recommend approval to apply for an OPWC grant/loan request in the amount of \$136,250 for this improvement project. Please contact me with any questions.

Sincerely,

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

RESOLUTION NO. 15 -2021**A RESOLUTION AUTHORIZING THE MAYOR AND DIRECTOR OF FINANCE TO FILE AN OHIO PUBLIC WORKS COMMISSION GRANT APPLICATION FOR THE ALTARA DRIVE IMPROVEMENT PROJECT; AND DECLARING AN EMERGENCY.**

WHEREAS, the Director of Public Service, by report dated October 18, 2021, has requested permission to apply for Ohio Public Works Commission ("OPWC") grant funding for the Altara Drive Improvement Project; and,

WHEREAS, the project consists of removing the existing pavement full depth and reconstructing with a new asphalt section on Altara Drive between Gillingham Drive and Highland View Drive as well as replacing sanitary sewer, storm sewer and waterline; and,

WHEREAS, the Director of Public Service, by report dated October 18, 2021, has indicated that the estimated cost of this project is \$278,089, with the anticipated City of Sylvania contribution being \$141,839 and is seeking OPWC grant funding in the amount of \$136,250, with 50% being grant funds and 50% loan funds and has recommended the City proceed with the grant application.

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 of the City of Sylvania are hereby authorized to file an application for OPWC grant funding for the Altara Drive Improvement Project.

SECTION 2. That the Mayor and Director of Finance are authorized to enter into any agreements as may be necessary and appropriate for obtaining this financial assistance.

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 City should file its application for the grant immediately 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

City of Sylvania
Bank Reconciliation
September 2021

A

Ending balance for August 2021	34,775,947.40
Add: Monthly Receipts	<u>3,160,051.92</u>
Subtotal	\$ 37,935,999.32
Less: Monthly Disbursements	<u>3,232,642.05</u>
Ending balance for September 2021	\$ 34,703,357.27

Less:

CD Metamora Bank	\$ (2,176,639.59)
Star Ohio	(82,345.03)
Petty Cash (1)	(2,050.00)
Cemetery Savings	(1,062.86)
Toledo Community Fund	(31,803.18)
Key Bank Securities	(8,173.75)
5/3rd Securities	(10,195,394.19)
SJS Account	(5,861,968.06)
Morgan Stanley Investment	
UBS Financial	(7,438,159.08)
Premier Bank (CD)	(2,100,782.56)
Key Bank (CD)	(1,048,400.00)
Sylvania Township Bonds	(155,000.00)
	\$ 5,601,578.97

(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	\$ 5,884,306.14
Deposit in Transit:	
Income Tax	25.21
General Deposit	11,289.89

Subtotal \$ 5,895,621.24

Less: Outstanding Checks (2) 294,042.27

Adjusted Bank Balance \$ 5,601,578.97

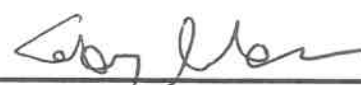
(2)
August Outstanding Checks \$ 234,397.63

Checks written this month 1,628,738.42

Subtotal \$ 1,863,136.05

Checks Cleared this month (1,569,093.78)

September Outstanding Checks \$ 294,042.27


Toby Schroyer
Director of Finance, City of Sylvania

Board of Architectural Review

Minutes of the regular meeting of October 13, 2021. Mr. Marciniak called the meeting to order.

Members present: Mayor Craig Stough, Carol Lindhuber, Kate Fischer and Jeff Schaaf. (4) present. Ken Marciniak excused. Zoning Administrator, Timothy Burns also present.

Ms. Lindhuber moved, Mr. Schaaf seconded to approve the Minutes of the August 11, 2021, meeting as submitted. Vote being: Stough, Lindhuber, Schaaf and Fischer (4) aye; (0) nay. Motion passed by a 4 to 0 vote.

Item 3 – Regulated Sign – app. no. 29-2021 requested by for Charlotte Laney, Allen Industries for Appliance Center, 5656 Monroe Street, Sylvania, Ohio 43560. (Preliminary approval granted by email vote September 8, 2021). Application is for one wall sign.

Sign is within the limits of the Sylvania Sign Code.

Mr. Schaaf moved, Ms. Lindhuber seconded, to approve the sign shown in the drawing submitted with the application. Vote being: Stough, Lindhuber, Schaaf and Fischer (4) aye; (0) nay. Motion passed by a 4 to 0 vote.

Item 4 – Regulated Sign – app. no. 30-2021 requested by Dana Fairchild of Toledo Sign for Twin Oaks Apartments, 6510 Brint Road, Sylvania, Ohio 43560. Application is a new monument sign.

Mr. Fairchild was present.

Sign is within the limits of the Sylvania Sign Code.

Mr. Schaaf moved, Ms. Lindhuber seconded, to approve the sign shown in the drawing submitted with the application. Vote being: Stough, Lindhuber, Schaaf and Fischer (4) aye; (0) nay. Motion passed by a 4 to 0 vote.

Item 5 – Regulated Sign – app. no. 31-2021 requested by Dana Fairchild of Toledo Sign for FA F Functionally Active Fitness, 5834 Monroe Street, Sylvania, Ohio 43560. Application is for a new wall sign.

Mr. Fairchild was present.

Sign is within the limits of the Sylvania Sign Code.

Ms. Lindhuber moved, Mr. Schaaf seconded, to approve the sign shown in the drawing submitted with the application. Vote being: Stough, Lindhuber, Schaaf and Fischer (4) aye; (0) nay. Motion passed by a 4 to 0 vote.

Item 6 – Regulated Sign – app. no. 32-2021 requested by Ramin Shaheen of Sign Dezin for City Wide Soles, 5553 Monroe Street, Sylvania, Ohio 43560. Application is for a new wall sign.

Board of Architectural Review
Minutes of October 13, 2021
Page 2

Sign is within the limits of the Sylvania Sign Code.

Mr. Schaaf moved, Ms. Lindhuber seconded, to approve the sign shown in the drawing submitted with the application. Vote being: Stough, Lindhuber, Schaaf and Fischer (4) aye; (0) nay. Motion passed by a 4 to 0 vote.

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

Submitted by,

A handwritten signature in black ink that reads "Debra Webb". The signature is written in a cursive, flowing style.

Debra Webb, Secretary
Municipal Planning Commission

C

Sylvania Municipal Planning Commission

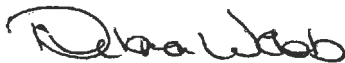
Minutes of the regular meeting of October 13, 2021. Mr. Marciniak called the meeting to order.

Members present: Mayor Craig Stough, Carol Lindhuber, Kate Fischer and Jeff Schaaf. (4) present. Ken Marciniak excused. Zoning Administrator, Timothy Burns also present.

Ms. Lindhuber moved, Mr. Schaaf seconded to approve the Minutes of the August 11, 2021, meeting as submitted. Vote being: Stough, Lindhuber, Schaaf and Fischer (4) aye; (0) nay. Motion passed by a 4 to 0 vote.

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

Submitted by,



Debra Webb, Secretary
Municipal Planning Commission