

Minutes of the Meeting of Council  
February 6, 2023

The Council of the City of Sylvania, Ohio met in regular session on February 6, 2023 at 7:30 p.m. with Mayor Stough in the chair. Roll was called with the following members present: Mark Frye, Marcus Hansen, Doug Haynam, Brian McCann, Patrick Richardson, Mary Westphal, Lyndsey Stough; (7) present; (0) absent.

Roll call:  
7 present.

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

Pledge of  
Allegiance.

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

The following item has been added to the agenda:

Item #18a. Schedule an Employee and Community Relations Committee meeting.

Mr. Frye moved, Mr. McCann seconded to approve the agenda as amended; roll call vote being: Frye, Haynam, Hansen, McCann, Richardson, Westphal, Stough; (7) yeas; (0) nays. The motion carried.

Agenda approval.

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

Mr. Frye presented the January 17, 2023 meeting minutes. Mr. Frye moved, Mr. Hansen 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 January 17, 2023 be approved; roll call vote being: Haynam, McCann, Richardson, Westphal, Frye, Stough, Hansen; (7) yeas; (0) nays. The motion carried.

Approval of the  
January 17, 2023  
meeting minutes.

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

Retiring Civil Service Commission member, John Husman, was presented a Proclamation by Mayor Stough for his 30 years of outstanding volunteer service as a member of the Civil Service Commission of the City of Sylvania.

Proclamation to  
retiring Civil  
Service  
Commission  
Member, John  
Husman.

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

The City of Sylvania's representative on the Board of Governors for the Toledo Lucas County Health Department, Dr. Richard Munk, provided an update on the department and stated that they continue to be very active in the community.

Update by Dr.  
Richard Munk on  
the TLCHD.

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

Mr. Frye presented and read aloud by title only, proposed Ordinance No. 10-2023, a written copy of same having been previously furnished to each member of Council "Authorizing an agreement with American Fireworks Manufacturing Co. for the Independence Day Celebrations on July 3, 2023 and July 4, 2024 at Centennial Terrace

Ordinance No.  
10-2023,  
"Authorizing an  
agreement with  
American

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and Quarry; Authorizing the Mayor and Director of Finance to sign an agreement for the fireworks display which will cost forty-five thousand dollars (\$45,000) per year; Authorizing a 50% deposit payment for each year's fireworks display due March 1 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, Mr. McCann seconded for passage of Ordinance No. 10-2023 as an emergency measure; roll call vote being: Westphal, Frye, Hansen, Haynam, Stough, McCann, Richardson; (7) yeas; (0) nays. The motion carried.

Fireworks...for  
July 2023 &  
2024...at  
Centennial  
Terrace &  
Quarry..."

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

Service Director's report on the engineering support contract was placed on file. Mr. Richardson presented and read aloud by title only, proposed Ordinance No. 11-2023, a written copy of same having been previously furnished to each member of Council "Accepting the proposal of DGL Consulting Engineers, LLC to provide engineering support services during construction of the Monroe and Harroun intersection improvement project; appropriating funds therefore in the amount of \$10,000; and declaring an emergency."; Mr. Richardson moved, Ms. Stough seconded for passage of Ordinance No. 11-2023 as an emergency measure; roll call vote being: Frye, Hansen, Haynam, McCann, Richardson, Westphal, Stough; (7) yeas; (0) nays. The motion carried.

Ordinance No.  
11-2023,  
"Accepting the  
proposal of DGL  
Consulting  
Engineers...  
Monroe &  
Harroun  
Intersection..."

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

Service Director's report on contract services was placed on file. Mr. Richardson presented and read aloud by title only, proposed Ordinance No. 12-2023, a written copy of same having been previously furnished to each member of Council, noticing a discrepancy in the project name and appropriating fund amount, Mr. Richardson moved, Mrs. Westphal seconded to amend proposed Ordinance No. 12-2023 to reflect the appropriate corrections to the project name and fund amount; roll call vote being: Hansen, Haynam, McCann, Richardson, Westphal, Stough, Frye; (7) yeas; (0) nays. The motion carried.

Amend  
Ordinance No.  
12-2023, to  
reflect correct  
project name and  
appropriating  
fund amount.

Mr. Richardson continued by presenting and reading aloud by title only with correct verbiage, proposed Ordinance No. 12-2023 "Accepting the proposal of American Structurepoint, Inc. to provide construction management services for the Monroe Street and Silica Drive Improvement Project and Silica Drive Bridge Replacement Project; appropriating funds therefore in an amount not to exceed \$498,080; and declaring an emergency."; Mr. Richardson moved, Mr. Frye seconded for passage of Ordinance No. 12-2023 as an emergency measure; roll call vote being: Frye, Hansen, Haynam,

Ordinance No.  
12-2023,  
"Accepting  
proposal of  
American  
Structurepoint  
Inc. to provide

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McCann, Richardson, Westphal, Stough; (7) yeas; (0) nays. The motion carried. management services...”

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

Service Director’s report on proposed amendments was placed on file. Mr. Frye presented and read aloud by title only, proposed Ordinance No. 13-2023, a written copy of same having been previously furnished to each member of Council “Amending the criteria for the installation of Speed Hump Traffic Controls in City streets as initially approved by Ordinance No. 63-92 and amended by Ordinance Nos. 82-93, 68-98 and 66-2005 to establish the procedure for replacing speed humps that have been removed as part of a street improvement project; and declaring an emergency.”; Mr. Frye moved, Mr. Haynam seconded for passage of Ordinance No. 13-2023 as an emergency measure; roll call vote being: Hansen, Stough, Frye, Richardson, Westphal, McCann, Haynam; (7) yeas; (0) nays. The motion carried. Ordinance No. 13-2023, “Amending criteria for... speed hump traffic controls...”

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

Service Director’s report on vehicle purchases was placed on file. Mr. Hansen presented and read aloud by title only, proposed Ordinance No. 16-2023, 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 Dave White Chevrolet for the provision of a new 2023 Chevrolet Silverado 5500HD Pick Up Truck for the Division of Parks, Department of Public Service; appropriating \$57,613 therefore; and declaring an emergency.”; Mr. Hansen moved, Ms. Stough seconded for passage of Ordinance No. 16-2023 as an emergency measure; roll call vote being: Frye, Hansen, Haynam, McCann, Richardson, Westphal, Stough; (7) yeas; (0) nays. The motion carried. Ordinance No. 16-2023, “... Accept proposal of Dave White Chevrolet...2023 Silverado...”

Mr. Hansen presented and read aloud by title only, proposed Ordinance No. 15-2023, 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 Kalida Truck Equipment, Inc. for the provision of one new Dump Truck Body & Snow Package for the Division of Parks, Department of Public Service; appropriating \$68,500 therefore; and declaring an emergency.”; Mr. Hansen moved, Mr. Haynam seconded for passage of Ordinance No. 15-2023 as an emergency measure; roll call vote being: Hansen, Haynam, Frye, McCann, Richardson, Westphal, Stough; (7) yeas; (0) nays. The motion carried. Ordinance No. 15-2023, “... Accept proposal of Kalida... Dump Truck Body Snow Pkg...”

Mr. Richardson presented and read aloud by title only, proposed Ordinance No. 14-2023, 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 Whiteford Kenworth for the provision of a new 2024 Kenworth T480 Cab/Chassis for Ordinance No. 14-2023, “... Accept proposal of Whiteford

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the Division of Streets, Department of Public Service; appropriating \$118,432 therefore; and declaring an emergency.”; Mr. Richardson moved, Mr. McCann seconded for passage of Ordinance No. 14-2023 as an emergency measure; roll call vote being: Haynam, Frye, McCann, Richardson, Westphal, Stough, Hansen; (7) yeas; (0) nays. The motion carried.

Kenworth...  
2024 Kenworth  
T480  
Cab/Chassis...”

Mr. Richardson presented and read aloud by title only, proposed Ordinance No. 17-2023, 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 Kalida Truck Equipment, Inc. for the provision of one new Dump Truck Box, Plow and Salt Spreader for the Division of Streets, Department of Public Service; appropriating \$124,300 therefore; and declaring an emergency.”; Mr. Richardson moved, Ms. Stough seconded for passage of Ordinance No. 17-2023 as an emergency measure; roll call vote being: Hansen, Haynam, Frye, McCann, Richardson, Westphal, Stough; (7) yeas; (0) nays. The motion carried.

Ordinance No.  
17-2023, “...  
Accept proposal  
of Kalida...  
Dump Truck  
Box, Plow & Salt  
Spreader...”

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

Mr. Frye moved, Mr. Hansen seconded to approve one City vehicle (2007 Jeep Commander) to be offered for auction on GovDeals.com; roll call vote being: Haynam, McCann, Richardson, Hansen, Westphal, Stough, Frye; (7) yeas; (0) nays. The motion carried.

Authorize 1 City  
Vehicle to  
auction on  
GovDeals.com.

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

Mrs. Westphal presented and read aloud by title only, proposed Ordinance No. 18-2023, a written copy of same having been previously furnished to each member of Council, “Authorizing the Mayor and Director of Finance, on behalf of the City of Sylvania, to enter into a 2-year collective bargaining agreement commencing January 1, 2023, with the Fraternal Order of Police/Ohio Labor Council, on behalf of the Sylvania Police Clerks; and declaring an emergency.”; Mrs. Westphal moved, Mr. McCann seconded for passage of Ordinance No. 18-2023 as an emergency measure; roll call vote being: Haynam, Frye, McCann, Hansen, Richardson, Westphal, Stough; (7) yeas; (0) nays. The motion carried.

Ordinance No.  
18-2023,  
“Authorizing...  
2-year collective  
bargaining  
agreement...  
Police Clerks”

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

Mr. Frye presented and read aloud by title only, proposed Ordinance No. 19-2023, 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 Connor Cytlak; and declaring an emergency.”; Mr. Frye moved, Mrs. Westphal

Ordinance No.  
19-2023,  
“Authorizing...  
agreement with

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seconded for passage of Ordinance No. 19-2023 as an emergency measure; roll call vote being: Hansen, Haynam, Frye, McCann, Richardson, Westphal, Stough; (7) yeas; (0) nays. The motion carried.

Connor Cytlak”

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

Director of Finance, Toby Schroyer, reported on proposed Ordinance No. 74-2019, discussing income tax collection services through the Ohio Attorney General’s Office. Mr. Frye moved, Mr. Haynam seconded to refer this matter to the Finance Committee; roll call vote being: Frye, Hansen, Haynam, McCann, Richardson, Westphal, Stough; (7) yeas; (0) nays. The motion carried.

Refer Ordinance No. 74-2019, “Authorizing... Ohio Attorney General... Collection of unpaid income tax...” to Finance Committee & set meeting date.

Mr. Frye moved, Mrs. Westphal seconded to schedule a Finance Committee meeting to review proposed Ordinance No. 74-2019, income tax collection services by the Ohio Attorney General; the committee meeting will be held on Tuesday, February 21, 2023 at 6:30 p.m.; roll call vote being: Stough, Westphal, Richardson, Haynam, Hansen, McCann, Frye; (7) yeas; (0) nays. The motion carried.

Mayor Stough stated that Council will now consider item 16.

Mrs. Westphal presented and read aloud by title only, proposed Resolution No. 2-2023, a written copy of same having been previously furnished to each member of Council, “A Resolution of the Council of the City of Sylvania establishing the Downtown Decorations Advisory Board; repealing Resolution No. 15-2009; and declaring an emergency.”; Mrs. Westphal moved, Mr. McCann seconded for passage of Resolution No. 2-2023 as an emergency measure; roll call vote being: Stough, Haynam, Frye, McCann, Hansen, Richardson, Westphal; (7) yeas; (0) nays. The motion carried.

Resolution No. 2-2023, “... Establishing the Downtown Decorations Advisory Board...”

Mayor Stough stated that Council will now consider item 17.

Mr. Frye moved, Mr. Haynam seconded to confirm the Mayor’s appointment of John Monaghan to the Audit Committee of Sylvania, Ohio term commencing on February 7, 2023 with no term expiration date; roll call vote being: Frye, Stough, Westphal, Richardson, Haynam, Hansen, McCann; (7) yeas; (0) nays. The motion carried.

Confirmation of John Monaghan to the Audit Committee of Sylvania, Ohio.

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Mayor Stough stated that Council will now consider added agenda item 18a.

Mrs. Westphal moved, Ms. Stough seconded to schedule an Employee and Community Relations Committee meeting to review Community Board Appointment guidelines; the committee meeting will be held on Monday, March 20, 2023 at 6:45 p.m.; roll call vote being: Stough, Westphal, Richardson, Haynam, Hansen, McCann, Frye; (7) yeas; (0) nays. The motion carried.

Set Emp. &  
Comm. Relations  
Committee  
Meeting.

Mayor Stough stated all agenda items have been addressed.

Mr. Frye moved, Mrs. Westphal seconded to adjourn at 9:00 p.m. Roll call vote being: Richardson, Westphal, Frye, Hansen, Stough, Haynam, McCann; (7) yeas; (0) nays.

Adjournment.

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Clerk of Council

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Mayor