

Minutes of the Meeting of Council  
June 5, 2023

The Council of the City of Sylvania, Ohio met in regular session on June 5, 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 Ms. Stough.

Pledge of  
Allegiance.

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

The following item has been added to the agenda:

- Item #14c. Sister City update from Mark Frye.
- Item #16a. Service Director's report on vehicle purchase.
- Item #16b. Proposed Ordinance No. 55-2023, Vehicle Purchase for Service Dept.
- Item #17. SAJRD update from Mary Westphal.

Mr. Frye moved, Mrs. Westphal seconded to approve the agenda as amended; roll call vote being: Stough, Frye, Haynam, Hansen, McCann, 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 May 15, 2023 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 May 15, 2023 be approved; roll call vote being: McCann, Richardson, Haynam, Westphal, Frye, Stough, Hansen; (7) yeas; (0) nays. The motion carried.

Approval of the  
May 15, 2023  
meeting minutes.

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

Service Director's report on project proposal was placed on file. Mr. Richardson presented and read aloud by title only, proposed Ordinance No. 48-2023, a written copy of same having been previously furnished to each member of Council, "Accepting the proposal of DGL Consulting Engineers, LLC to prepare a Pedestrian Hybrid Beacon Safety Study for Highland Elementary, Sylvan Elementary and McCord Road Junior High Schools; appropriating funds therefore in the amount of \$24,000; and declaring an emergency."; Mr. Richardson moved, Mrs. Westphal seconded for passage of Ordinance No. 48-2023 as an emergency measure; roll call vote being: Hansen, Haynam, Frye, McCann, Richardson, Westphal, Stough; (7) yeas; (0) nays. The motion carried.

Ordinance No.  
48-2023,  
"Accepting the  
proposal of  
DGL...  
Pedestrian  
Hybrid Beacon  
Safety Study..."

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

Service Director’s report on project proposal was placed on file. Mr. Haynam presented and read aloud by title only, proposed Ordinance No. 49-2023, a written copy of same having been previously furnished to each member of Council “Accepting the proposal of WE Realty Solutions, Ltd. to provide right-of-way acquisition services relative to the Monroe Street/Main Street/Summit Street Traffic Signal Improvement Project; appropriating funds therefore in the amount of \$14,300; and declaring an emergency.”; Mr. Haynam moved, Mrs. Westphal seconded for passage of Ordinance No. 49-2023 as an emergency measure; roll call vote being: Frye, Hansen, Haynam, McCann, Richardson, Westphal, Stough; (7) yeas; (0) nays. The motion carried.

Ordinance No. 49-2023, “Accepting the proposal of WE Realty...ROW acquisition services...”

Service Director’s report on project proposal was placed on file. Mr. McCann presented and read aloud by title only, proposed Ordinance No. 50-2023, a written copy of same having been previously furnished to each member of Council, “Accepting the proposal of DGL Consulting Engineers, LLC to prepare a right-of-way plat relative to the Monroe Street/Main Street/Summit Street Traffic Signal Improvement Project; appropriating funds therefore in the amount of \$2,875; and declaring an emergency.”; Mr. McCann moved, Mrs. Westphal seconded for passage of proposed Ordinance No. 50-2023 as an emergency measure; roll call vote being: Hansen, Haynam, McCann, Richardson, Westphal, Stough, Frye; (7) yeas; (0) nays. The motion carried.

Ordinance No. 50-2023, “Accepting the proposal of DGL...ROW plat...traffic signal improvement project...”

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

Service Director’s report on contract modification was placed on file. Mrs. Westphal presented and read aloud by title only, proposed Ordinance No. 51-2023, a written copy of same having been previously furnished to each member of Council “Authorizing the Mayor and Director of Finance to approve the amendment to the City’s agreement with DGL Consulting Engineers, LLC to reflect the cost of redesigning a portion of the project for the Harroun Road/Flower Hospital/Ravine Drive intersection improvement project; increasing the proposal amount by \$66,758; appropriating funds therefore; and declaring an emergency.”; Mrs. Westphal moved, Ms. Stough seconded for passage of Ordinance No. 51-2023 as an emergency measure; roll call vote being: Stough, Frye, Richardson, Westphal, McCann, Hansen, Haynam; (7) yeas; (0) nays. The motion carried.

Ordinance No. 51-2023, “...Amendment to City’s agreement with DGL...Harroun/Flower/Ravine intersection...”

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

Service Director’s report on the project was placed on file. Ms. Stough presented and read aloud by title only, proposed Ordinance No. 52-2023, a written copy of same having been previously furnished to each member of Council, “Authorizing the

Ordinance No. 52-2023, “... Senior Center

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expenditure of \$82,500 for the replacement of the Sylvania Senior Center heating, ventilating and air condition (“HVAC”) system; appropriating funds therefore; and declaring an emergency.”; Ms. Stough moved, Mr. Haynam seconded for passage of Ordinance No. 52-2023 as an emergency measure; roll call vote being: Haynam, Frye, McCann, Richardson, Westphal, Stough, Hansen; (7) yeas; (0) nays. The motion carried.

HVAC  
System...”

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

Mr. Frye moved, Mr. Hansen seconded to approve the four (4) City vehicles (2002 F550 dump truck, 2003 F450 dump truck, 2011 Ford F150, 1999 Ford F150) to be offered for auction on GovDeals.com; roll call vote being: Hansen, Richardson, Stough, Haynam, Frye, McCann, Westphal: (7) yeas; (0) nays. The motion carried.

Authorize 4 City  
vehicles to  
auction on  
GovDeals.com

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

Mr. McCann presented and read aloud by title only, proposed Ordinance No. 53-2023, a written copy of same having been previously furnished to each member of Council, “Providing for the construction, maintenance, repair, cleaning and enclosing open drainage ditches located within the corporate limits of the City of Sylvania; authorizing the Director of Public Service, by and through the proper officers of said City to do said work during the year 2023; establishing one district for said purpose in accordance with the provisions of Section 727.012 of the Revised Code of Ohio; providing for the assessment of the cost and expense thereof upon abutting property; and declaring an emergency.”; Mr. McCann moved, Ms. Stough seconded for passage of proposed Ordinance No. 53-2023 as an emergency measure; roll call vote being: Hansen, Haynam, McCann, Richardson, Westphal, Stough, Frye; (7) yeas; (0) nays. The motion carried.

Ordinance No.  
53-2023, “...  
Drainage  
Ditches...  
Assessment...”

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

Mr. Hansen presented and read aloud by title only, proposed Ordinance No. 54-2023, a written copy of same having been previously furnished to each member of Council, “Providing for the controlling blight and disease of shade trees and for planting, maintaining, trimming and removing shade trees in and along the streets and within public right-of-way of the City of Sylvania; authorizing the Director of Public Service, by and through the proper officers of said City to do said work during the year 2023; establishing one district for said purpose in accordance with the provisions of Section 727.011 of the Revised Code of Ohio; providing for the assessment of the cost and expense thereof upon abutting property; and declaring an emergency.”; Mr. Hansen moved, Mr. Haynam seconded for passage of proposed Ordinance No. 54-2023 as an

Ordinance No.  
54-2023, “...  
Shade Trees...  
Assessment...”

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emergency measure; roll call vote being: Frye, Hansen, Haynam, McCann, Richardson, Westphal, Stough; (7) yeas; (0) nays. The motion carried.

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

Mr. Richardson presented and read aloud by title only, proposed Resolution No. 5-2023, a written copy of same having been previously furnished to each member of Council, “Declaring the necessity of lighting the streets of the City of Sylvania, Ohio; determining the manner of providing street lighting and the basis for the property owner’s share of the cost and annual assessment; and declaring an emergency.”; Mr. Richardson moved, Mrs. Westphal seconded for passage of proposed Resolution No. 5-2023 as an emergency measure; roll call vote being: Hansen, Haynam, McCann, Richardson, Westphal, Stough, Frye; (7) yeas; (0) nays. The motion carried.

Resolution No. 5-2023, “...Lighting the Streets in the City of Sylvania... Assessment...”

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

Mr. Haynam presented the Petition for Zoning Ordinance Amendment Application SUP #1-2023, a written copy of same having been previously furnished to each member of Council; from Masjid Saad Foundation/Toledo Islamic Academy, 5225 W. Alexis Road, Sylvania, Ohio, to construct outdoor classroom wood shelters for the Toledo Islamic Academy; Mr. Haynam moved, Mrs. Westphal seconded for referral of SUP #1-2023 to the City of Sylvania Municipal Planning Commission for review; roll call vote being: Frye, Richardson, Hansen, Westphal, Haynam, Stough, McCann; (7) yeas; (0) nays. The motion carried.

Referral to Plan Comm.-SUP #1-2023, Masjid Saad/TIA classroom shelters.

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

Mr. Frye reported on the Finance Committee meeting held this date regarding the City of Sylvania’s Investment Policy. Mr. Schroyer discussed the proposed investment policy document and compared it to the current policy. Possible changes to the current policy were discussed; Mr. Schroyer and Ms. Brinning will continue working on improving the current policy.

Finance Comm. Meeting Report by Mr. Frye.

Mrs. Westphal reported on the Employee & Community Relations Committee meeting held this date regarding Sylvania City Council’s Board Appointment Policy. Discussion was focused on withdrawing Heritage Sylvania from the proposed legislation. After much discussion, Mr. Haynam moved, Mr. Hansen seconded to have the City’s Administration prepare revised legislation removing Heritage Sylvania from the proposed legislation; roll call vote being: Frye, McCann, Richardson, Hansen, Westphal, Haynam, Stough; (7) yeas; (0) nays. The motion carried.

Employee & Community Relations Comm. Meeting Report by Mrs. Westphal.

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

Mr. Frye reported on the annual Sister City Commission Meeting he attended in Port Huron on June 4, 2023. Sixteen people attended from Sylvania and Woodstock. Discussion held on having a Sister City float in the Woodstock Santa Claus parade and having a contest to create a logo for the commission.

Sister City  
Commission  
Update by Mr.  
Frye.

Mayor Stough stated that Council will now consider added agenda item 16a/b.

Service Director's report on vehicle purchase was placed on file. Mr. McCann presented and read aloud by title only, proposed Ordinance No. 55-2023, 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 Valley Ford Trucks for the purchase of one 2023 Ford E-450 modified box truck for the Department of Public Service, Sewer Division; and declaring an emergency."; Mr. McCann moved, Mrs. Westphal seconded for passage of Ordinance No. 55-2023 as an emergency measure; roll call vote being: Stough, Frye, Richardson, Westphal, McCann, Hansen, Haynam; (7) yeas; (0) nays. The motion carried.

Ordinance No.  
55-2023, "...  
Valley Ford  
Trucks...2023  
Ford E450...  
Sewer  
Division..."

Mayor Stough stated that Council will now consider added agenda item 17.

Mrs. Westphal gave an update on the Sylvania Area Joint Recreation District. She stated the organization is doing very well. There are a few delays with products and parts with the Burnham Park upgrades; should be completed the end of June. Additional screening will be installed around the Pickle Ball courts to help with noise. New Pickle Ball court hours of use may be changed to 9am-8:30pm once approved by SAJRD.

Update on  
SAJRD by Mrs.  
Westphal.

Mayor Stough asked the Director of Public Service, Kevin Aller, for an update on current construction projects. Mr. Aller reported that the Monroe Street/Silica Bridge construction is currently on schedule. Upcoming closures for Monroe Street due to gas and water line installation will occur at night.

Construction  
Project Update.

Mayor Stough stated all agenda items have been addressed.

Mr. Frye moved, Mrs. Westphal seconded to adjourn at 8:47 p.m. Roll call vote being: Richardson, Frye, Hansen, Westphal, Stough, Haynam, McCann; (7) yeas; (0) nays.

Adjournment.

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Clerk of Council

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Mayor