

Minutes of the Meeting of Council  
September 16, 2024

The Council of the City of Sylvania, Ohio met in regular session on September 16, 2024 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(excused), Lyndsey Stough; (6) present; (1) absent.

Roll call:  
6 present,  
1 absent.

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

Pledge of  
Allegiance.

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

Additions to the agenda:

Item #21 – Executive Session to discuss purchase/sale of real estate.

Mr. Frye moved, Mr. McCann seconded to approve the amended agenda; roll call vote being: Hansen, Frye, McCann, Stough, Haynam, Richardson; (6) yeas; (0) nays. The motion carried.

Agenda approval.

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

Mr. Frye presented the September 3, 2024 regular 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 September 3, 2024 be approved; roll call vote being: Frye, Haynam, Hansen, McCann, Richardson, Stough; (6) yeas; (0) nays. The motion carried.

Approval of the  
Sept. 3, 2024  
Meeting minutes.

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

Assistant Chief, Jeffrey Bennett, from the Sylvania Township Fire Department gave a brief presentation on the need for the November, 2024 Fire Levy. Chief Chris Nye, Oliver Turner and Susan Nowak were also in attendance.

Twp. Fire Levy  
Presentation.

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

Service Director, Joe Shaw, introduced the new Deputy Service Director, Eric Barnes.

Introduction of  
Dep. Service  
Director Eric  
Barnes.

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

Service Director's letter on recommending contract award was placed on file. Mr. Richardson presented and read aloud by title only, proposed Ordinance No. 103-2024, a written copy of same having been previously furnished to each member of Council "Accepting the bid of Helms and Sons Excavating, Inc. and awarding the contract for the Harroun Road and Ravine Drive Intersection Improvement Project to same; authorizing the expenditure for the improvements in the amount of \$1,401,475.50; appropriating funds therefore; and declaring an emergency."; Mr. Richardson moved, Mr. Hansen seconded for passage of Ordinance No. 103-2024 as an emergency measure; roll call vote being: Hansen, Frye, Haynam, Stough, McCann, Richardson; (6) yeas; (0) nays. The motion carried.

Ordinance No.  
103-2024, "...  
Helms & Sons...  
Harroun/Ravine  
Intersection Imp.  
Project..."

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

Service Director’s letter on Change Order No. 1 (Final) approval recommendation was placed on file. Mr. Richardson presented and read aloud by title only, proposed Ordinance No. 104-2024, a written copy of same having been previously furnished to each member of Council “Authorizing the Mayor and Director of Finance to approve Change Order No. 1 (Final) to this City’s agreement with Helms and Sons Excavating, Inc. for the Monroe and Harroun Improvement Project; decreasing the contract amount by \$56,605.67; and declaring an emergency.”; Mr. Richardson moved, Mr. Haynam seconded for passage of Ordinance No. 104-2024 as an emergency measure; roll call vote being: Richardson, Stough, Hansen, Frye, Haynam, McCann; (6) yeas; (0) nays. The motion carried.

Ordinance No.  
104-2024,  
“...Change Order  
No. 1(Final)...  
Helms & Sons...  
Monroe/Harroun  
Imp. Project...”

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

Mr. Haynam presented and read aloud by title only, proposed Ordinance No. 105-2024, a written copy of same having been previously furnished to each member of Council “Approving the banner application of the Sylvania Area Chamber of Commerce; authorizing the Zoning Administrator to indicate such approval on behalf of the City of Sylvania; and declaring an emergency.”; Mr. Haynam moved, Mr. Hansen seconded for passage of Ordinance No. 105-2024 as an emergency measure; roll call vote being: Hansen, Frye, Stough, Haynam, McCann, Richardson; (6) yeas; (0) nays. The motion carried.

Ordinance No.  
105-2024, “...  
Lourdes Banner  
Application...”  
(Fall Festival).

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

Service Director’s letter requesting authorization to pursue OPWC grant funds was placed on file. Mr. Richardson presented and read aloud by title only, proposed Resolution No. 13-2024, 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 Pedestrian Hybrid Beacons and the Monroe Street/Main Street/Summit Street Signal Improvement Project; and declaring an emergency.”; Mr. Richardson moved, Ms. Stough seconded for passage of Resolution No. 13-2024 as an emergency measure; roll call vote being: Richardson, Stough, Hansen, Frye, Haynam, McCann; (6) yeas; (0) nays. The motion carried.

Resolution No.  
13-2024,  
“...OPWC Grant  
Appl...PHB...  
Monroe/Main/  
Summit Signal  
Imp. Project...”

Service Director’s letter requesting authorization to pursue OPWC grant funds was placed on file. Mr. Richardson presented and read aloud by title only, proposed Resolution No. 14-2024, a written copy of same having been previously furnished to

Resolution No.  
14-2024,  
“...OPWC Grant

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each member of Council “A Resolution authorizing the Mayor and Director of Finance to file a grant application with the Ohio Public Works Commission for the US23/ Monroe Street Interchange Project; and declaring an emergency.”; Mr. Richardson moved, Mr. Hansen seconded for passage of Resolution No. 14-2024 as an emergency measure; roll call vote being: Richardson, Frye, Hansen, Haynam, McCann, Stough; (6) yeas; (0) nays. The motion carried.

Appl...US23/  
Monroe Street  
Interchange  
Project...”

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

Service Director’s letter on Knee Wall Standards requesting referral to Council Committee for review was placed on file. City Council briefly discussed the 3 design options in the packet and the consensus of Council was to agree with the Board of Architectural Review’s recommendation of Design Option #2. No need for a council committee referral at this time.

Knee Wall  
Standards...  
No referral to  
Committee  
needed.

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

Mr. Frye presented and read aloud by title only, proposed Resolution No. 11-2024, a written copy of same having been previously furnished to each member of Council “A Resolution of the Council of the City of Sylvania adopting the Lucas County Multi-Jurisdictional Hazard Mitigation Plan; and declaring an emergency.”; Mr. Frye moved, Mr. McCann seconded for passage of Resolution No. 11-2024 as an emergency measure; roll call vote being: Hansen, Stough, Frye, Haynam, McCann, Richardson; (6) yeas; (0) nays. The motion carried.

Resolution No.  
11-2024, “...  
Adopting the  
Lucas Co. ...  
Hazard  
Mitigation...”

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

Mr. Frye presented and read aloud by title only, proposed Resolution No. 12-2024, a written copy of same having been previously furnished to each member of Council “Resolution accepting the amounts and rates as determined by the Budget Commission and authorizing the necessary tax levies and certifying them to the County Auditor; and declaring an emergency.”; Mr. Frye moved, Mr. Haynam seconded for passage of Resolution No. 12-2024 as an emergency measure; roll call vote being: Stough, Frye, Haynam, McCann, Hansen, Richardson; (6) yeas; (0) nays. The motion carried.

Resolution No.  
12-2024,  
“...Amounts &  
Rates...Tax  
Levies...County  
Auditor...”

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

Mayor Stough stated that Council is in receipt of the Plan Commission’s recommendation of approval of ZA #1-2024 from Mercurio Developers Inc. for zoning

Plan Comm.  
recommendation

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change to convert property to condominium development at 5142 W. Alexis Rd., on ZA #1-2024.  
Sylvania, Ohio 43560. Public Hearing date has already been set for October 7, 2024 at  
7:00 p.m. No action taken.

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

Mayor Stough stated that Council is in receipt of the Plan Commission's recommendation of approval of Proposed Ordinance No. 99-2024, Amending Part Eleven – Planning and Zoning Code of the Sylvania Codified Ordinances, 1979, as amended by amending Section 1101.01 – Definitions and by amending Section 1153.02 – Special Uses; and declaring an emergency. Mr. Haynam moved, Mr. Hansen seconded to set the Public Hearing for Proposed Ordinance No. 99-2024 for November 4, 2024 at 7:00pm in Council Chambers, 6635 Maplewood Avenue, Sylvania, Ohio, 43560; roll call vote being: Hansen, Frye, Stough, Richardson, Haynam, McCann; (6) yeas; (0) nays. The motion carried.

Set Public Hearing for Proposed Ordinance No. 99-2024 for 11/4/24 at 7pm.

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

Mr. Frye moved, Ms. Stough seconded to approve the modified Schedule of Regular Meetings for the Year 2025 as submitted by the Clerk of Council; roll call vote being: Haynam, Hansen, Stough, McCann, Frye, Richardson; (6) yeas; (0) nays. The motion carried.

Set 2025 Schedule of Regular Meetings

Mr. Frye moved, Mr. Hansen seconded to set the 2025 City of Sylvania Trick-Or-Treat date and time for Friday, October 31, 2025 from 6:00-7:30 p.m.; roll call vote being McCann, Hansen, Frye, Haynam, Stough, Richardson; (6) yeas; (0) nays. The motion carried.

Set 2025 City Trick-Or-Treat for 10/31/25 from 6-7:30pm.

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

Mr. McCann moved, Mr. Haynam seconded to approve a 2006 Ford F250 Super Duty Pickup Truck to be offered for auction on GovDeals.com; roll call vote being, Hansen, McCann, Richardson, Stough, Haynam, Frye; (6) yeas; (0) nays. The motion carried.

2006 Ford Truck to auction on GovDeals.com.

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

Mr. Frye moved, Mr. McCann seconded to confirm the re-appointment of Jeff Schaaf to the Municipal Planning Commission of Sylvania, Ohio. Roll call vote being:

Re-appoint Jeff Schaaf to Syl.

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Richardson, Frye, Stough, Haynam, Hansen, McCann; (6) yeas; (0) nays. The motion carried.

Municipal Plan Commission.

Mayor Stough stated that Council will now consider added agenda item 21.

Mr. Frye moved, Mr. Hansen seconded to enter into Executive Session for the purpose of discussion of the purchase/sale of real estate at 8:50 p.m. Roll call vote being: Frye, Hansen, Stough, Richardson, McCann, Haynam; (6) yeas; (0) nays. The motion carried.

Executive Session to discuss purchase/sale of real estate.

Mr. Frye moved, Mr. McCann seconded to return from Executive Session to General Session at 9:25 p.m. Roll call vote being: Frye, Stough, Richardson, Hansen, McCann, Haynam; (6) yeas; (0) nays. The motion carried.

Mayor Stough stated all agenda items have been addressed.

Mr. Frye moved, Mr. Haynam seconded to adjourn at 9:25 p.m. Roll call vote being: Stough, Frye, Richardson, Haynam, Hansen, McCann; (6) yeas; (0) nays.

Adjournment.

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Clerk of Council

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Mayor