

Minutes of the Meeting of Council
October 21, 2024

The Council of the City of Sylvania, Ohio met in regular session on October 21, 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, Lyndsey Stough; (7) present; (0) absent.

Roll call:
7 present.

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

Pledge of
Allegiance.

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

Additions to the agenda:

Item #4a. Community updates by Mayor Stough.

Item #5a. Move Item #10 up to Item #5a on the agenda.

Item #13a. Employee & Community Relations Committee & BZA Appointments.

Item #15. Executive Session to discuss property issues/purchases.

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

Agenda approval.

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

Mr. Frye presented the October 7, 2024 regular meeting minutes. Mr. Frye moved, Mrs. Westphal 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 October 7, 2024 be approved; roll call vote being: Haynam, Westphal, Hansen, Frye, McCann, Richardson, Stough; (7) yeas; (0) nays. The motion carried.

Approval of the
Oct.7, 2024
Meeting minutes.

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

Mayor Stough gave a brief update on two events that happened recently in the community. The Sisters of St. Francis dedicated an Ohio Historical Marker commemorating their great works in Sylvania on the grounds of Lourdes University. The Annual Sister City Dinner was held on Saturday, October 19, 2024 and was well attended by our group and the group from Woodstock, Ontario. The new Chair, David Walker, is doing a great job getting more residents involved with Sister Cities. The parade was once again a great success thanks to The Sylvania Chamber of Commerce.

Community
updates by
Mayor Stough.

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

Mr. Frye gave a brief report on the Finance Committee Meeting held on October 14, 2024 at 6:00 p.m. where the 2025 Budget was discussed.

Report from
Finance Comm.
meeting held on
10/14/24.

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

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Mr. Haynam presented and read aloud by title only, proposed Ordinance No. 118-2024, a written copy of same having been previously furnished to each member of Council “Accepting for annexation to the City of Sylvania, Ohio, the Territory described in Annexation Petition Number 2024-2 for which Leslie B. Brinning is the agent, and is hereinafter described; providing for the interim zoning of said territory; and declaring an emergency.”; Mr. Haynam moved, Mrs. Westphal seconded for passage of Ordinance No. 118-2024 as an emergency measure; roll call vote being: Stough, Hansen, Haynam, McCann, Westphal, Richardson, Frye; (7) yeas; (0) nays. The motion carried.

Ordinance No. 118-2024, “... Annexation No 2024-2... Monroe Street... Lutheran Properties...”

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

Service Director’s letter recommending approval of Change Order No. 2 (Final) was placed on file. Mr. McCann presented and read aloud by title only, proposed Ordinance No. 114-2024, a written copy of same having been previously furnished to each member of Council “Authorizing the Mayor and Director of Finance to approve a second amendment to the City’s agreement with Civil & Environmental Consultants, Inc. for the Harroun Park River Trail Stream Restoration Project (Phase 2) to reflect the final cost of the improvement; decreasing the proposal amount by \$10,993.15; and declaring an emergency.”; Mr. McCann moved, Mr. Hansen seconded for passage of Ordinance No. 114-2024 as an emergency measure; roll call vote being: Frye, Haynam, Stough, McCann, Hansen, Westphal, Richardson; (7) yeas; (0) nays. The motion carried.

Ordinance No. 114-2024, “...Harroun Park River Trail Stream Restoration... Civil & Environmental Consultants...”

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

Service Director’s letter recommending approval of Change Order No. 2 (Final) was placed on file. Mr. McCann presented and read aloud by title only, proposed Ordinance No. 115-2024, 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. 2 (Final) to this City’s agreement with Geddis Paving and Excavating, Inc. for the Balfour Road Waterline Improvements and Resurfacing Project to reflect quantity overruns and underruns as well as one additional scope of work item for the project; increasing the contract amount by \$34,874.75; and declaring an emergency.”; Mr. McCann moved, Mr. Haynam seconded for passage of Ordinance No. 115-2024 as an emergency measure; roll call vote being: Haynam, Frye, Stough,

Ordinance No. 115-2024, “... Balfour Waterline & Resurfacing... Geddis Paving...”

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McCann, Hansen, Westphal, Richardson; (7) yeas; (0) nays. The motion carried.

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

Service Director’s letter recommending approval of agreement was placed on file. Mr. Richardson presented and read aloud by title only, proposed Ordinance No. 116-2024, a written copy of same having been previously furnished to each member of Council “Authorizing the Mayor and Director of Finance to enter into a maintenance and construction agreement with right of entry on behalf of the City of Sylvania with the Board of the Sylvania City School District relative to the Sylvania Avenue Pedestrian Hybrid Beacon Project; and declaring an emergency.”; Mr. Richardson moved, Mrs. Westphal seconded for passage of Ordinance No. 116-2024 as an emergency measure; roll call vote being: Haynam, Stough, McCann, Hansen, Frye, Westphal, Richardson; (7) yeas; (0) nays. The motion carried.

Ordinance No. 116-2024, “...Agreement with School Board... Sylvania Avenue PHB project...”

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

Service Director’s letter requesting approval of the permanent right-of-way contract for sale with KIF Properties, Ltd. was placed on file. Mr. Richardson presented and read aloud by title only, proposed Ordinance No. 117-2024, a written copy of same having been previously furnished to each member of Council “Authorizing the Mayor and Director of Finance to enter into a contract for sale and purchase of real property for a portion of the property along the north side of Monroe Street at the Fifth Third Bank/ Major Magics Intersection in the amount of \$7,095 for the Monroe Street Traffic Signal Improvement Project owned by KIF Properties, Ltd.; providing funds for said purchase; authorizing the payment of the purchase price; and declaring an emergency.”; Mr. Richardson moved, Ms. Stough seconded for passage of Ordinance No. 117-2024 as an emergency measure; roll call vote being: Westphal, Hansen, Haynam, Stough, McCann, Richardson, Frye; (7) yeas; (0) nays. The motion carried.

Ordinance No. 117-2024, “Real property purchase... Monroe Street Traffic Signal Project... KIF Properties...”

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

Mr. Richardson moved, Mr. Hansen seconded to approve the Service Director’s request to begin Letters of Interest solicitation for Construction Management Services for the Downtown Transportation Improvement (Phase 1) Project.; roll call vote being: Hansen, Frye, Haynam, McCann, Westphal, Richardson, Stough; (7) yeas; (0) nays.

LOI Solicitation for DT Trans. Improvement Project (Phase 1).

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The motion carried.

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

Mr. Haynam moved, Mr. McCann seconded to refer Petition for Zoning Amendment Application No. ZA-2-2024 from Mike Hojnacki for Centennial Crossings Plat One Lot BB and Lot GG, 8233 Sunset Lane and 5750 Breezy Porch Drive, to build 7-unit Town Homes, change a portion of planned development from commercial to residential to the Municipal Planning Commission for review and recommendation; roll call vote being: Stough, Haynam, Richardson, Frye, Westphal, Hansen, McCann; (7) yeas; (0) nays. The motion carried.

Plan Commission referral of ZA-2-2024, Centennial Crossings.

Mr. Frye moved, Mr. Hansen seconded to enter into Executive Session to discuss property issues/purchases at 8:05 p.m. Roll call vote being: Haynam, Frye, Stough, Westphal, Richardson, Hansen, McCann, (7) yeas; (0) nays. The motion carried.

Executive Session to discuss property issues/purchases.

Mr. Frye moved, Mrs. Westphal seconded to return from Executive Session to General Session at 9:03 p.m. No action taken during Executive Session. Roll call vote being: McCann, Stough, Richardson, Haynam, Hansen, Frye, Westphal, (7) yeas; (0) nays. The motion carried.

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

Mrs. Westphal gave a brief update on the open positions on the Board of Zoning Appeals. She stated that advertising for this will be in the Sylvania Advantage and online with the deadline for applicants being November 14, 2024 at 4:00 p.m. Mrs. Westphal moved, Mr. Hansen seconded to set an Employee and Community Relations Committee meeting to conduct interviews for the open positions on Tuesday, November 19, 2024 at 6:00 p.m. in the Police Division Conference Room. Roll call vote being: Haynam, Richardson, Stough, Frye, Hansen, McCann, Westphal, (7) yeas; (0) nays. The motion carried.

Set up Emp. & Community Relations Committee Meeting for 11/19/24 at 6pm.

Mayor Stough stated all agenda items have been addressed.

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Mr. Frye moved, Mr. McCann seconded to adjourn at 9:05 p.m. Roll call vote being: Adjournment.
Frye, Westphal, Hansen, Richardson, Stough, Haynam, McCann; (7) yeas; (0) nays.

Clerk of Council

Mayor