

Minutes of the Meeting of Council
November 3, 2025

The Council of the City of Sylvania, Ohio met in regular session on November 3, 2025 at 7:30 p.m. with Mayor Frye in the chair. Roll was called with the following members present: Marcus Hansen, Doug Haynam, Brian McCann, Shawn Murphy, 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 Mr. Haynam.

Pledge of
Allegiance.

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

Item #13a. Plan Commission/Solar Array discussion – Mr. Haynam.

Additions to the
agenda.

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

Agenda approval.

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

Mrs. Westphal presented the October 20, 2025 regular meeting minutes. Mrs. Westphal 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 October 20, 2025 be approved as written; roll call vote being: Stough, Murphy, Westphal, Hansen, McCann, Richardson, Haynam; (7) yeas; (0) nays. The motion carried.

Approval of
Oct. 20, 2025
Council meeting
minutes.

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

Mr. Hansen gave a brief report on the Utilities & Environment Committee meeting held this date. Service Director, Joe Shaw, presented two scenarios on the water and sewer rates along with 3- & 5-year projections. By 2026 all satellite communities will pay the same rate. Committee members expressed alignment to move forward with 3-year sewer projections.

Report from
Utilities & Env.
Committee
meeting held this
date.

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

Mrs. Westphal presented and read aloud by title only the first reading of proposed Ordinance No. 117-2025, a written copy of same having been previously furnished to each member of Council “To make appropriations for current expenditures and other expenditures of the City of Sylvania, Ohio, for the fiscal year ending December 31, 2026”; a second reading of this proposed ordinance will be on November 17, 2025.

Ordinance No.
117-2025, “...
2026 Budget...”
First Reading.

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

Service Director’s letter recommending approval of change order was placed on file. Ms. Stough presented and read aloud by title only, proposed Ordinance No. 118-2025, a written copy of same having been previously furnished to each member of Council

Ordinance No.
118-2025, “...
Change Order

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“Authorizing the Mayor and Director of Finance to approve Change Order No. 3 (Final) to this City’s agreement with Van Tassel Construction Corporation for the Plummer Pool Bath House Renovations Project for additional work items required; increasing the contract amount by \$16,943.00; and declaring an emergency; Ms. Stough moved, Mr. Murphy seconded for passage of Ordinance No. 118-2025 as an emergency measure; roll call vote being: Murphy, Stough, Westphal, McCann, Richardson, Haynam, Hansen; (7) yeas; (0) nays. The motion carried.

No. 3 (Final)...
Van Tassel...
Plummer Pool
Bath House...”

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

Mr. McCann presented and read aloud by title only, proposed Ordinance No. 119-2025, 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 afterhours canine control services by the Acting Dog Warden of Lucas County, Ohio; and declaring an emergency.”; Mr. McCann moved, Mr. Hansen seconded for passage Ordinance No. 119-2025 as an emergency measure; roll call vote being: Haynam, McCann, Hansen, Westphal, Murphy, Stough, Richardson; (7) yeas; (0) nays. The motion carried.

Ordinance No.
119-2025, “...
after hours
canine control
...Acting Dog
Warden...”

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

Mrs. Westphal presented and read aloud by title only, proposed Ordinance No. 120-2025, a written copy of same having been previously furnished to each member of Council “An Ordinance implementing Sections 3735.65 through 3735.70 of the Ohio Revised Code, establishing and describing the boundaries of the Little-Centennial Community Reinvestment Area in the City of Sylvania, designating a Housing Officer to administer the program, and creating a Community Reinvestment Housing Council and a Tax Incentive Review Council; and declaring an emergency; Mrs. Westphal moved, Mr. Haynam seconded to refer proposed Ordinance No. 120-2025 to the Finance Committee for review and consideration; roll call vote being: Haynam, Murphy, Stough, Westphal, McCann, Richardson, Hansen; (7) yeas; (0) nays. The motion carried

Refer Ordinance
No. 120-2025 to
Finance
Committee.

Mrs. Westphal moved, Mr. Hansen seconded to set a Finance Committee meeting for Monday, November 17, 2025 at 6:45 p.m. in City Council Chambers at 6635 Maplewood Avenue, Sylvania, Ohio, to discuss proposed Ordinance No. 120-2025; roll

Set Finance
Committee
meeting for

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

11/17/25 at
6:45pm.

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

Service Director's letter requesting approval of proposal was placed on file. Mr. Hansen presented and read aloud by title only, proposed Ordinance No. 121-2025, a written copy of same having been previously furnished to each member of Council "Authorizing the Mayor and Director of Finance to approve and accept the proposal of Toledo Edison to relocate aerial facilities relative to the Downtown Transportation Improvement Project; appropriating \$426,129.17 therefore; and declaring an emergency; Mr. Hansen moved, Ms. Stough seconded for passage of Ordinance No. 121-2025 as an emergency measure; roll call vote being: Murphy, Stough, Westphal, McCann, Richardson, Haynam, Hansen; (7) yeas; (0) nays. The motion carried.

Ordinance No.
121-2025, "...
Toledo Edison...
Relocate Aerial
Facilities..."

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

Service Director's letter requesting authorization to advertise for bids to replace four Rectangular Rapid Flashing Beacon (RRFB) systems with Pedestrian Hybrid Beacons (PHB) at Highland, Sylvan, McCord and Southview schools was placed on file. Mr. Richardson moved, Mrs. Westphal seconded to authorize the advertising for bids on this project; roll call vote being: Stough, Westphal, McCann, Richardson, Haynam, Hansen, Murphy; (7) yeas; (0) nays. The motion carried.

Advertise for
bids on PHB at
Sylvania
Schools.

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

Mrs. Westphal presented and read aloud by title only, proposed Ordinance No. 122-2025, a written copy of same having been previously furnished to each member of Council "An Ordinance to authorize and ratify the execution of Then and Now Certificates by the Finance Director and the payment of amounts due for various purchase orders; and declaring an emergency; Mrs. Westphal moved, Mr. Hansen seconded for passage of Ordinance No. 122-2025 as an emergency measure; roll call vote being: Murphy, Stough, Westphal, McCann, Richardson, Haynam, Hansen; (7) yeas; (0) nays. The motion carried.

Ordinance No.
122-2025, "...
Then & Now
Certificates..."

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

Mr. Haynam presented and read aloud by title only, proposed Ordinance No. 115-2025, a written copy of same having been previously furnished to each member of Council “Granting a Special Use Permit to permit the installation of a ground-mounted solar energy system, Sylvania, Ohio, on the application of Benjamin and Amanda Milliron, 5916 Main St., Sylvania, Ohio, on the recommendation of the Municipal Planning Commission; and declaring an emergency; Mr. Haynam moved, Mr. McCann seconded for passage of Ordinance No. 115-2025 as an emergency measure; roll call vote being: McCann, Murphy, Stough, Westphal, Richardson, Haynam, Hansen; (7) yeas; (0) nays. The motion carried

Ordinance No.
115-2025, “...
Solar Energy
System...
Milliron...5916
Main Street...”

Mayor Frye stated that Council will now consider added agenda item 13a.

Mr. Haynam stated that the Plan Commission recommends council establish additional guidelines for solar arrays going forward; possibly coordinating with Sylvania Township. Mr. Haynam would like to see more specific rules/regulations on ground-mounted solar arrays. Mr. Haynam stated he is open to thoughts on the process outside of the special use permit application and will wait to hear back from administration after they have time to talk with the township and gather more information.

Solar Array
Guidelines
Discussion.

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

Service Director’s letter recommending approval of resolution was placed on file. Mr. Richardson presented and read aloud by title only, proposed Resolution No. 18-2025, a written copy of same having been previously furnished to each member of Council “A Resolution of the Council of the City of Sylvania declaring its official intent and reasonable expectation of the City of Sylvania on behalf of the State of Ohio (the borrower) to reimburse its Capital Improvement Fund for the Harroun Road/Ravine Drive Intersection Improvements, CL24AB/CL25AB with the proceeds of tax-exempt debt of the State of Ohio; and declaring an emergency; Mr. Richardson moved, Mrs. Westphal seconded for passage of Resolution No. 18-2025 as an emergency measure; roll call vote being: Murphy, Stough, Westphal, McCann, Richardson, Haynam, Hansen; (7) yeas; (0) nays. The motion carried

Resolution No.
18-2025, “...
Reimburse
Capital
Improvement
Fund...Harroun/
Ravine
Intersection...”

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

Mr. Haynam moved, Mrs. Westphal seconded to refer Petition for Zoning Ordinance Amendment application SUP-4-20205 from William Gross for an open carport at 5910 Balfour Road, Sylvania, Ohio, to the Municipal Planning Commission for review and recommendation; roll call vote being: Westphal, Haynam, Stough, Murphy, Hansen, Richardson, McCann: (7) yeas; (0) nays. The motion passed.

Refer SUP-4-2025 to Plan Commission.

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

Chief Miller's letter requesting authorization to place items no longer of use to the police department on GovDeals.com for auction was placed on file. Mrs. Westphal moved, Mr. Hansen seconded to approve authorization for these items to be placed online for auction; roll call vote being: Hansen, Westphal, Haynam, Stough, Murphy, Richardson, McCann: (7) yeas; (0) nays. The motion passed.

Police Dept. items on GovDeals for auction.

Mayor Frye stated all agenda items have been addressed.

Mrs. Westphal moved, Mr. Hansen seconded to adjourn at 8:27 p.m. Roll call vote being: Westphal, Hansen, McCann, Murphy, Stough, Richardson, Haynam; (7) yeas; (0) nays.

Adjournment.

Clerk of Council

Mayor